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SUBJECT: Short Term Accommodations (STA's)- Consultant Selection

FROM: Bill Jones, Chief Administrative Officer

DATE: April 15, 2019

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RECOMMENDATION:

THAT Council receives CAO Report No. 19-11 in regards to consultant selection for Short Term Accommodations (STA's), as information.

BACKGROUND:

In December 2018, Council confirmed that addressing Short Term Accommodations (STA's) was a priority and staff began working on the initiative. The By-law Enforcement Officer has been building a database of known STA's and the CAO prepared a Request for Proposal (RFP) for consulting services to help address STA's. Eight (8) consultants reviewed the RFP and two (2) submitted proposals. The submitted proposals were from Skelton Brumwell and Associates Inc. and Michael Smith Planning Consultants; Development Coordinators Ltd. Both consultants are here today to make a presentation and answer questions from Council.

Staff will be preparing a recommendation after today's meeting pertaining to consultant selection for Council's consideration at the April 23, 2019 council meeting.

Attached is the proposal from Skelton Brumwell, the proposal from Michael Smith Consultants and the RFP.

FINANCIAL IMPLICATIONS:

Council has approved \$60,000 in the 2019 budget for STA's.

ATTACHMENTS:

1. Skelton Brumwell and Associates Inc.- Proposal
2. Michael Smith Planning Consultants; Development Coordinators Ltd- Proposal
3. RFP P-001-19

**MUNICIPAL STRATEGIC COMMITMENT:**

By evaluating strategic objectives, it can be assured that the actions taken by the Municipality create value across all strategic priorities identified in the Strategic Plan. In doing so, the Municipality moves closer to its vision of providing a safe, progressive municipality that is committed to managing growth and providing a welcoming, diverse and environmentally sustainable community that enhances the quality of life for all residents and visitors.

Strategic Priority	Yes	No
Well managed and fiscally responsible municipal government is enhanced	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Conservation and protection of unique natural environment including the encouragement of well managed growth is enhanced	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Health, safety and education of the community are enhanced.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Development/promotion of cultural and recreational opportunities is enhanced.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Citizen involvement is enhanced.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Economic development strategies are enhanced.	<input type="checkbox"/>	<input type="checkbox"/>
Does the option(s) recommended create value across all strategic priorities?	<input type="checkbox"/>	<input type="checkbox"/>
Does the option(s) recommended make Northern Bruce Peninsula a municipality of choice for high performance public servants?	<input type="checkbox"/>	<input type="checkbox"/>

  
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Bill Jones Chief Administrative Officer