



City of
Peterborough

To: **Members of the General Committee**

From: **Sandra Clancy**
Chief Administrative Officer

Meeting Date: **September 21, 2020**

Subject: **Report CAO20-007**
Recommendations from the Mayor and Warden's COVID-19
Economic Recovery Task Force

Purpose

A report to recommend a response to the recommendations from the Mayor and Warden's COVID-19 Economic Recovery Task Force that are applicable to the City of Peterborough.

Recommendations

That Council approve the recommendations outlined in Report CAO20-007, dated September 21, 2020, of the Chief Administrative Officer, as follows:

- a) That the request to send a letter to the Ministry of Economic Development, Job Creation and Trade to encourage the Province to consider province-wide rules and regulations for Short-term Rental accommodations such as AirBnB and Vacation Rentals by Owner (VRBO) style businesses be referred to Planning staff in consultation with the City Solicitor to examine potential municipal rules and regulations applicable to short-term rentals via a City by-law.
- b) That a meeting be convened consisting of the Mayor, CAO, Commissioner of Infrastructure and Planning Services and Chief Planner of the City of Peterborough, representatives from the County of Peterborough, representatives from the Development Industry and representatives from Peterborough and Kawartha Economic Development to:

- i) Discuss any steps the City and County can take and/or seek changes from the Provincial government to streamline the development approvals process; and
- ii) Determine if an ongoing Working Group is beneficial to facilitating any next steps.

Budget and Financial Implications

There are no budget and financial implications to the recommendations being made in this report.

Background

On April 27, 2020, City Council approved Report PKED20-005 and approved an Economic Recovery Plan and a Mayor and Warden's Economic Recovery Task Force (Task Force) in response to the COVID-19 global pandemic.

Through Report CAO20-006, dated July 20, 2020, the Task Force provided an update and a Summary of Task Force Report Card Recommendations, which are attached as Appendix A to this report.

Recommendation b) of Report CAO20-006 was that staff review the recommendations and report back to City Council on any of the recommended items that apply to the City of Peterborough. This report is responding to that request.

The following are the Recommendations that apply to the City of Peterborough and the status or recommended response to each.

1. That municipalities work with Farmer's Markets to establish additional space for physical distancing.

Complete – the City has worked with any requests from the local Farmer's Markets with respect to road closures or holding a Farmer's Market on City land.

2. That the City of Peterborough and County municipalities as well as area providers such as YMCA to reconsider cancellation of summer camps and provide childcare options for returning workers.

Complete – the City has worked with daycare operators. Many opened mid-July and can be back to full capacity as of September 1, 2020. The City also offered summer camps at the Art Gallery, Museum, and through the Peterborough Sport and Wellness Centre at the Naval Association location.

3. That the City prepare a patio plan in consultation with the DBIA and restaurant operators that will safely allow the patios to open but that are mindful of the additional costs associated with operating a patio/restaurant under these significant health measures.

Complete – the City made changes to downtown to help with physical distancing as well as allowing restaurant operators to open patios. The City approved 25 new or expanded patio permits.

4. And further, that the City of Peterborough share best practices for patios and restaurants with Economic Development Officers (EDO) in the Townships at their bi-weekly meetings through PKED.

Complete – The item was raised at the EDO meetings.

5. That the Province consider province-wide rules and regulations for Short-Term Rental accommodations such as AirBnB and VRBO style businesses. That the City of Peterborough, County of Peterborough, Greater Peterborough Chamber of Commerce, Kawartha Chamber of Commerce and Tourism write letters of support to encourage the province to provide provincial wide standards to address AirBnB style accommodations, to ensure that are operating fairly with licenced accommodations such as inns, motels, hotels and resorts.

It is recommended that a local solution be developed for the regulation of short-term rental accommodations to ensure they continue to contribute to the tourism economy of the area but operate fairly in relation to established hotels, motels and resorts, and do not adversely impact residential areas of the city. This is recommendation a) of this Report. The inconsistency between licensed accommodations and non-licensed was also discussed by City Council when the Municipal Accommodation Tax (MAT) was approved.

6. That Commercial Rent Relief challenges be elevated to MP and MPP as well as to Ontario Chamber of Commerce requesting that this program be amended to assist both Tenants and Landlords. Note: The current program was extended for an additional month but still does not address the main challenges experienced by commercial tenants.

No further City action required.

7. That the City and County municipalities adopt the recommendations submitted by PKHBA for financial relief.

The request, dated May 21, 2020, from the Peterborough and Kawartha Homebuilders Association is attached as Appendix B.

The requests and responses are as follows:

- 1) Waive all building permit fees and planning application fees for new construction/demolition/renovations(s) for PKHBA members who enter into 3rd part contracts within Peterborough.
A key principle of Development Charges is that "Growth pays for Growth". For certain eligible criteria of the type of development, where there is an overall community benefit, fees have been refunded and existing taxpayers make up the difference. Staff do not support refunding fees based on the timing of an application.
- 2) Temporarily increase the Schedule "J" boundary as per the City of Peterborough Official Plan and all associated benefits to include the built-up boundary to encourage new development and residential growth.
The City is unable to temporarily change a boundary in the Official Plan (OP) without a formal official amendment process under the OP.
- 3) Defer Area Specific Development charges payment(s) until such time as Building Permit(s) are issued.
The Area Specific Development Charges payments are required when the subdivision is registered to fund the physical infrastructure being built.
- 4) Mobilize senior staff immediately to proceed with virtual public meetings as required under The Planning Act.
The City began virtual public meetings under the Planning Act in July 2020.

- 5) Planning and building Department be working at all levels to receive and approve expeditiously:
 - a. Official Plan/Re-Zoning/Planning applications/Demolition/Building permit applications,
 - b. Residential Subdivision Developments, Site Plan Agreements, Letter of Credit Reductions,
 - c. To enable the local industry to be in a position of:
 - i. "permit ready"
 - ii. "shovel ready"
 - iii. "workers ready"
 - iv. "Building the Road to Recovery"

The process associated with the approval of planning applications filed under the Planning Act has become more complex in recent years and developers as well as staff are frustrated at times.

Having said that, staff have been reviewing the Development Approval Process to improve and streamline the timelines and communication. Changes that have been implemented in the last year include a Pre-consultation meeting which includes the key staff and agencies that review development applications and can outline what studies and information must be submitted to support an application. This means a full package can be prepared and submitted at the same time and save time and back and forth communications.

The Development Engineering Review process has also been streamlined to assist in coordinating detailed engineering comments related to development applications.

Staff are also working on utilizing technology more efficiently for the development community as well as the public in reviewing the information and comments pertaining to an application.

Staff are and will continue to streamline the process as they are able.

There are no recommendations from staff for Council to approve in response to this item.

8. And further, that a working group be established consisting of City and County Planning staff, elected officials, Development Industry (residential and commercial) and economic development staff to be mandated to create shovel- ready sites and streamline the development approvals process.

This is Recommendation b) of this report. It is not clear to staff if a working group and schedule of meetings will be beneficial. It is recommended that an initial meeting be convened to allow the parties to discuss the intent of the recommendation and determine next steps.

9. That a working group of the Taskforce be created to explore opportunities to engage students, find work placements and create a community wide effort to retain and attract students and keep talent in the area.

No further City action required.

10. That a working group of the Taskforce be created to strategize and find ways to support large venue spaces during COVID-19 closures.

No further City action required – The Facility Manager of the Peterborough Memorial Centre would be part of this working group of the Task Force.

11. That traffic concerns regarding curbside pick-up be referred to the appropriate City working group and request that business be able to provide input into City plans for managing this backlog.

Complete – feedback was received regarding curbside pick-up and modifications were made to the downtown changes to accommodate as much as possible while still maintaining the assistance with physical distancing.

12. That PKED apply for and launch the Digital Mainstreet /ShopHERE program on behalf of the region in cooperation with local partners.

No further City action required.

13. That PKED continue to support local business needs in the City and County through programming and partnerships and bring necessary professional services to aid business as required.

No further City action required at this time.

14. That HST relief measures be extended past the current end date of June 30th.

No further City action required.

Submitted by,

Sandra Clancy
Chief Administrative Officer

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Attachments:

Appendix A – Summary of Task Force Report Card Recommendations

Appendix B – Letter from the Peterborough & the Kawarthas Home Builders Association
dated May 21, 2020

CAO20-007 Appendix A

MAYOR AND WARDEN'S COVID-19 ECONOMIC RECOVERY TASKFORCE

Summary of Task Force Report Card Recommendations

These recommendations are embedded throughout the Mayor and Warden's COVID-19 Economic Recovery Report Card. The Report Card was created to track and respond to issues that businesses are facing as they look to re-open and kick-start the re-opening of the local economy. The Mayor and Warden are looking to the Task Force to create a list of recommendations so that they may consider and respond to each of these challenges.

At the June 25 Task Force meeting, the Task Force committee members confirmed these recommendations.

The summary of recommendations received as of June 25, 2020:

1. That municipalities work with Farmer's Markets to establish additional space for physical distancing.
2. That the City of Peterborough and County municipalities as well as area providers such as YMCA to reconsider cancellation of summer camps and provide childcare options for returning workers.
3. That the City prepare a patio plan in consultation with the DBIA and restaurant operators that will safely allow the patios to open but that are mindful of the additional costs associated with operating a patio/restaurant under these significant health measures.
4. And further, that the City of Peterborough share best practices for patios and restaurants with EDOs in the Townships at their bi-weekly meetings through PKED.
5. That the Province consider province-wide rules and regulations for Short-Term Rental accommodations such as AirBnB and VRBO style businesses. That the City of Peterborough, County of Peterborough, Greater Peterborough Chamber of Commerce, Kawartha Chamber of Commerce and Tourism write letters of support to encourage the province to provide provincial wide standards to address AirBnB style accommodations, to ensure that are operating fairly with licenced accommodations such as inns, motels, hotels and resorts.

6. That Commercial Rent Relief challenges be elevated to MP and MPP as well as to Ontario Chamber of Commerce requesting that this program be amended to assist both Tenants and Landlords. Note: The current program was extended for an additional month but still does not address the main challenges experienced by commercial tenants.
7. That the City and County municipalities adopt the recommendations submitted by PKHBA for financial relief.
8. And further, that a working group be established consisting of City and County Planning staff, elected officials, Development Industry (residential and commercial) and economic development staff to be mandated to create shovel-ready sites and streamline the development approvals process.
9. That a working group of the Taskforce be created to explore opportunities to engage students, find work placements and create a community wide effort to retain and attract students and keep talent in the area.
10. That a working group of the Taskforce be created to strategize and find ways to support large venue spaces during COVID-19 closures.
11. That traffic concerns regarding curbside pick up be referred to the appropriate City working group and request that business be able to provide input into City plans for managing this backlog.
12. That PKED apply for and launch the Digital Mainstreet /ShopHERE program on behalf of the region in cooperation with local partners.
13. That PKED continue to support local business needs in the City and County through programming and partnerships and bring necessary professional services to aid business as required.
14. That HST relief measures be extended past the current end date of June 30th.

For more details and actions that have been undertaken to date for all items identified, please refer to the Mayor and Warden's COVID-19 Economic Recovery Taskforce Report Card.



CAO20-007 Appendix B

May 21, 2020

Attention: Peterborough Economic Recovery Task Force
Co-Chair Mayor Diane Therrien
Co-Chair Warden J. Murray Jones
All Members of the Peterborough Economic Recovery Task Force

On behalf of the Board of Directors and members of The Peterborough and the Kawartha Home Builders' Association Inc. (PKHBA) we would like to provide input and recommendations to The Peterborough Economic Recovery Task Force.

As you are aware, the residential construction industry is one of the largest employers in the City and County of Peterborough. The industry is responsible for 3,849 on-site and off-site jobs in new home construction, renovation and related fields. We represent \$236 million in wages which are reflected in purchases across the entire local economy and \$473 million in investment value, as home ownership is the largest single wealth-builder for most families.

After consultation with many of our members and the PKHBA Board of Directors we would like to propose the following recommendations.

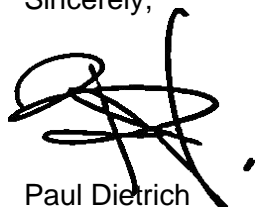
1. ***Waive all building permit fees and planning application fees for new construction/demolition/renovation(s) for PKHBA members who enter into 3rd party contracts within Peterborough.***
2. ***Temporarily increase the Schedule "J" boundary as per the City of Peterborough Official Plan and all associated benefits to include the built-up boundary to encourage new development and residential growth.***
3. ***Defer Area Specific Development Charges payment(s) until such time Building Permit(s) are issued.***
4. ***Mobilize senior staff immediately to proceed with virtual public meetings as required under The Planning Act.***
5. ***Planning and Building Departments be working at all levels to receive and approve expeditiously.***
 - (a) ***Official Plan/Re-Zoning/Planning applications/Demolition/Building permit applications,***
 - (b) ***Residential Subdivision Developments, Site Plan Agreements, Letter of Credit Reductions,***
 - (c) ***to enable the local industry to be in a position of;***
 - (i) ***"permit ready"***
 - (ii) ***"shovel ready"***
 - (iii) ***"workers ready"***
 - (iv) ***"Building the Road to Recovery"***

The rationale for above is to enable the City and County of Peterborough to provide the industry with "tools" to promote/invest/bootstrap the local economy.

At this time, it is critical that The City and County be pro-active now to ensure economic prosperity, and our elected officials provide clear direction to staff with industry enhancements and tools to enable Peterborough to work amicably together.

The Peterborough and the Kawartha Home Builders Association has been the voice of the new home construction and professional renovation industry for over 60 years. I have been pleased to participate on Peterborough Economic Recovery Task Force and to offer an industry specific perspective.

Sincerely,



Paul Dietrich
Director, PKHBA



Rick Coker
President, PKHBA