



Staff Report

Administration – Chief Administrative Officer

Report To: COW_Finance_Admin_Fire_Community_Services
Meeting Date: April 29, 2024
Report Number: FAF.24.061
Title: Public Consultation for Revisions to the Licensing By-law and the Administrative Monetary Penalties By-law
Prepared by: Shawn Everitt, Chief Administrative Officer

A. Recommendations

THAT Council receive Staff Report FAF.24.061, entitled “Public Consultation for Revisions to the Licensing By-law and the Administrative Monetary Penalties By-law”;

AND THAT Council direct staff to schedule a Public Meeting on July 9, 2024 to receive comments from the public regarding proposed revisions to By-law 2021-70 By-law to regulate and license businesses in the Town of The Blue Mountains and By-law 2021-71 Administrative Monetary Penalties for The Blue Mountains;

AND THAT Council acknowledges that the provisions of the “Provision of Notice and Manner of Giving Notice to the Public Policy, POL.COR.07.03” requires 21 days’ notice of this Public Meeting, and that the Notice of Public Meeting will be posted to the Town website on May 14, 2024.

B. Overview

This report is to request that Council approve scheduling a Public Meeting to receive public comments regarding proposed revisions to By-law 2021-70 By-law to regulate and license businesses in the Town of The Blue Mountains and By-law 2021-71 Administrative Monetary Penalties for The Blue Mountains.

C. Background

The updating of the Town’s Municipal Licensing [By-law 2021-70](#) was included in the Chief Administrative Officer’s 2024 Work Plan as outlined in the approved Budget. It should be noted that updating By-law 2021-70 could require updates to be made to the Town’s Administrative Monetary Penalties [By-law 2021-71](#).

Staff recommend that receiving the required direction from Council to initiate the formal Public Meeting process before presenting the revised by-laws would provide a more efficient process.

This would allow staff to advertise the July 9, 2024 Public Meeting date and meet the public notice requirements while continuing to work on the by-law revisions.

D. Analysis

The current by-laws that were established in 2021 require a number of housekeeping amendments. The process to amend these by-laws requires that a formal public consultation process be completed. Staff recommend that this process allows for the additional overall review of the by-laws and provides staff with the opportunity to bring forward additional recommendations that would benefit further review and consideration by the public, Short Term Accommodation Industry members, and Council.

Staff will bring forward a fulsome staff report to the June 10, 2024 Committee of the Whole Meeting that will identify potential amendments to the two (2) by-laws for Council consideration and further consultation through the Public Meeting process.

Staff have committed to meeting with representatives of The Blue Mountain Ratepayers Association (BMRA) and representatives of the Short Term Accommodation Industry. This is a similar process that was utilized in 2020 for the amendments to the previous Sort Term Accommodation By-law.

E. Strategic Priorities

1. Communication and Engagement

We will enhance communications and engagement between Town Staff, Town residents and stakeholders.

2. Organizational Excellence

We will continually seek out ways to improve the internal organization of Town Staff and the management of Town assets.

3. Community

We will protect and enhance the community feel and the character of the Town, while ensuring the responsible use of resources and restoration of nature.

4. Quality of Life

We will foster a high quality of life for full-time and part-time residents of all ages and stages, while welcoming visitors.

F. Environmental Impacts

None.

G. Financial Impacts

Staff resources to facilitate the public consultation process.

H. In Consultation With

Senior Management Team

I. Public Engagement

The topic of this Staff Report will be the subject of a Public Meeting and/or a Public Information Centre in accordance with the following schedule:

- April 29, 2024 Committee of the Whole – Initial Staff Report FAF.24.060 with recommendation to proceed to public consultation
- May 13, 2024 Council – recommendation from Committee of the Whole considered by Council
- May 14, 2024 Public Meeting Notice posted to the Town’s website
- July 9, 2024 Public Meeting
- September 16, 2024 Committee of the Whole – Follow up report to the Public Meeting, attaching comments received in response to the Public Meeting
- September 30, 2024 Council – recommendation from Committee of the Whole considered by Council

Any comments regarding this report should be submitted to Shawn Everitt, Chief Administrative Officer cao@thebluemountains.ca.

J. Attached

None

Respectfully submitted,

Shawn Everitt
Chief Administrative Officer

For more information, please contact:
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Report Approval Details

Document Title:	FAF.24.061 Public Consultation for Revisions to the Licensing By-law and the Administrative Monetary Penalties By-law.docx
Attachments:	
Final Approval Date:	Apr 12, 2024

This report and all of its attachments were approved and signed as outlined below:

Shawn Everitt - Apr 12, 2024 - 5:10 PM