



Staff Report

Community Services – By-law Enforcement

Report To: COW- Admin, Corp and Finance, SI, Comm. Services
Meeting Date: May 26, 2025
Report Number: CS.25.028
Title: Amendment to By-law 2016-71 being a By-law to regulate the size, use, location and Maintenance of signs within the Town of The Blue Mountains
Prepared by: Debbie Young, Manager of By-law and Licensing

A. Recommendations

THAT Council receive Staff Report CS.25.028, entitled “Amendment to By-law 2016-71 being a By-law to regulate the size, use, location and Maintenance of signs within the Town of The Blue Mountains”;

AND THAT Council directs staff to include the By-law to amend By-law 2016-71 as attached to the staff report on June 2, 2025, Council Agenda, for enactment;

AND THAT Council waives the provision of the “Provision of Notice and Manner of Providing Notice to the Public Policy, POL.COR.24.04” as it relates to the requirement to schedule a Public Meeting to receive comments on the proposed changes to the said By-law, as they are administrative in nature.

B. Overview

This report proposes amendments to By-law 2016-71 being a By-law to regulate the size, use, location and Maintenance of signs within the Town of The Blue Mountains to affect the change of fees associated with the sign permit applications. This is an administrative proposed change to bring the Sign Permit Application fees up to date and to align with the Fees and Charges By-laws as amended.

C. Background

Pursuant to the 2025 Fees and Charges By-law 2025-10 staff are updating the sign permit application fee and the sign permit applications fees have not been updated since at least 2001 and are set out specifically within the sign by-law.

D. Analysis

Staff are proposing the following amendment to the by-law to take effect on June 2, 2025:

as follows:

1. That Section 7.3 – Permit Fee shall be repealed and replaced with the following:

7.3 Permit Fee:

REPEAL:

All applications for permits filed with the Chief Building Official shall be accompanied by a payment of the initial permit fee for each sign as established by the Council of The Corporation of the Town of The Blue Mountains as set forth in the attached Schedule “A” to this By-law which is hereby declared to form part of this By-law, or as may be amended from time to time.

REPLACE:

All applications for permits filed with the By-law Department shall be accompanied by payment of the initial permit fee for each sign as established by the Council of The Corporation of the Town of The Blue Mountains as set forth in the applicable Fees and Charges By-law as amended from time to time.

2. That Schedule “A” be deleted.

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.

F. Environmental Impacts

None

G. Financial Impacts

Increase of Sign Permit Application fees from \$75 to \$200. This is the current fees being charged for this Application by surrounding municipalities.

H. In Consultation With

Ryan Gibbons, Director of Community Services

I. Public Engagement

The topic of this Staff Report has not been the subject of a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required. However, any comments regarding this report should be submitted to Debbie Young, Manager of By-law and Licensing, bylaw@thebluemountains.ca.

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J. Attached

1. Attachment 1 – Draft Amendment to By-law 2025-XX
2. Attachment 2 - Amendment to By-law 2016-71

Respectfully submitted,

Debbie Young
Manager of Bylaw and Licensing

For more information, please contact:
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Report Approval Details

Document Title:	CS.25.028 Amendment to By-law 2016-71 being a By-law to regulate the size, use, location and Maintenance of signs .docx
Attachments:	- Attachment 1 - Draft Amendment to By-law 2016-71.pdf - Attachment 2 - 2016-71 Sign By-law.pdf
Final Approval Date:	May 8, 2025

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

Ryan Gibbons - May 8, 2025 - 2:41 PM