



















### **SCHEDULE "A"**

The following Business types are Excluded Businesses for the purposes of application for an Inter-Community Business Licence under the Inter Community Business Licence Scheme set out in the bylaw:

- Social escort services.
- Vehicles for hire (for example, taxis, limousines, or buses).
- Body-rub services (which includes the manipulating, touching or stimulating by any means, of a Person or part thereof, but does not include medical, therapeutic or cosmetic massage treatment given by a person duly licensed or registered under any statute of the Province of British Columbia governing such activities or a therapeutic touch technique.
- Cannabis Retailers.



**10. BYLAWS**

**10.1. Inter-Community Business Licence Bylaw No. 702, 2018**

The Bylaw Enforcement officer provided an overview of the written staff report which is to establish a bylaw scheme for inter-community licencing and regulation for mobile businesses on the lower portion Vancouver Island.

**Council discussion:**

- Assurance of increased compliance of licensing for businesses working in and from our community.
- Confirmation that this would eliminate the need for businesses to take out an additional licence.

**2018-01**

**MOVED by Councillor Parkinson, seconded by Councillor Beddows:**

THAT Council give First, Second and Third reading to *Inter-Community Business Licence Bylaw No. 702, 2018*.

**CARRIED.**

**In Favour:** Mayor Tait, Councillor Logins, Councillor Parkinson, Councillor Beddows, Councillor Bateman, Councillor McMath, and Councillor St-Pierre

***DRAFT***

***Minutes to be approved at December 10, 2018  
Regular Meeting of Council***





## Business Licences

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### **RECOMMENDATION:**

THAT Council give First, Second and Third reading to *Inter-Community Business Licence Bylaw No. 702, 2018*.

### **Report Summary:**

Island Municipalities have worked with the Ministry of Jobs, Trade and Technology to create a Business Licence scheme which reduces red tape for mobile businesses. This Licence scheme enables businesses to work in more municipalities than the current Intermunicipal Licence allows.

### **Previous Council Action:**

June 25, 2018 Council agreed, in principle, to move forward with the development of the Intercommunity Business Licence Bylaw.

### **Report:**

The Ministry of Small Business and Red Tape Reduction, as it was then, approached the partners in the Intermunicipal Business Licence (ICBL) agreement to gauge whether there was interest in creating an agreement with other Vancouver Island municipalities to create a broader inter-community business licence partnership.

A business licence analysis carried out by the Province indicates that expanded ICBL partnerships will support a significant number of mobile businesses throughout Vancouver Island by reducing unnecessary administrative burden, fostering positive intercommunity partnerships, increasing compliance, displaying business friendliness without substantial impact to municipal revenues.

Central and Greater Victoria communities considered several partnership options and agreed expanding the Central Island ICBL was clearly the best option. The process to amend the bylaw (Central Island ICBL Bylaw) only requires adding new communities to the list of partnering municipalities and updating the fee to \$170.00 (their fee was \$150.00).

Greater Victoria communities will adopt the amended Central Island ICBL, and maintain the Greater Victoria Inter-municipal business licence as a \$100.00 option for local mobile businesses. This provides mobile businesses with two options; the ability to work in municipalities up Island or to maintain the status quo and work only in the lower Island municipalities.

### **Legal Impacts:**

The Community Charter, section 8(6) that Council may regulate, by bylaw, in relation to business. Section 15 (1) states that Council may provide terms and conditions that may be imposed for obtaining, continuing to hold or renewing a licence, permit or approval and specify the nature of the terms and conditions and who may impose them.

### **Budget/Financial Impacts:**

The implementation of the Intercommunity Business Licence should be revenue neutral.

### **Frequently Asked Questions:**

1. Does the Intercommunity Business Licence replace the Intermunicipal Business Licence?

- No, the Intercommunity Business Licence is in addition to the Intermunicipal Business Licence.

2. Is the Intercommunity Business Licence fee the only Licence fee that is required?

- If the mobile business does not operate from a premise or store front, only the Intercommunity Licence fee is required. If the business uses property to store equipment or product, the business will be required to purchase an additional business licence from the municipality within which they are based.

3. What mid-Island communities will be participating in the ICBL?

- City of Campbell River
- City of Courtenay
- City of Duncan
- City of Nanaimo
- City of Parksville
- City of Port Alberni
- District of Lantzville
- District of North Cowichan
- Town of Comox
- Township of Esquimalt
- Town of Ladysmith
- Town of Lake Cowichan
- Town of Qualicum
- Village of Cumberland

### **Strategic Relevance:**

Excellence in Management and Governance

### **Attached Documents:**

[ICBL brochure](#)

[Bylaw 702-Inter Community Business Licence Bylaw-2018](#)

# Inter-Community Business Licenses

## Participating Municipalities

For more information contact your local Business Licensing Office:

### Eligible Businesses:

Under the ICBL agreement, an eligible non-resident business or a business that does not have a business location in any of the Participating Municipalities may obtain a standard business license from any one of the Participating Municipalities and then may apply for an ICBL. If a mobile business has store-fronts in multiple communities, they must purchase a municipal business license in each of those Participating Municipalities.

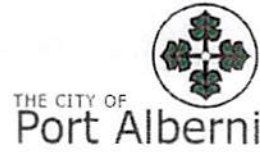
### Cost:

**\$170 may be in addition to  
resident business license**

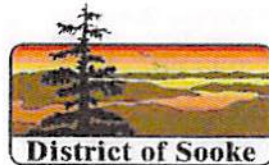
The ICBL cost may be separate and additional to the Business License cost. Each business owner has the option to purchase the additional ICBL if they will be performing their services in any or all Participating Municipalities.

**LICENSED**

<b>City of Campbell River</b> 301 St. Ann's Road Campbell River, BC V9W 4C7 250-286-5700	<b>City of Colwood</b> 3300 Wishart Road Colwood, BC V9C 1R1 250-478-5999	<b>City of Courtenay</b> 830 Cliffe Avenue Courtenay, BC V9N 2J7 250-334-4441	<b>City of Duncan</b> 200 Craig Street Duncan, BC V9L 1W3 250-746-6126
<b>City of Langford</b> 877 Goldstream Avenue, 2nd Floor Langford, BC V9B 2X8 250-478-7882	<b>City of Nanaimo</b> 455 Wallace Street Nanaimo, BC V9R 5J6 250-754-4251	<b>City of Parksville</b> 100 Jensen Avenue East Parksville, BC V9P 2H3 250-248-6144	<b>City of Port Alberni</b> 4850 Argyle Street Port Alberni, BC V9Y 1V8 250-723-2146
<b>Corporation of the City of Victoria</b> 1 Centennial Square Victoria, BC V8W 1P6 250-385-5711	<b>Corporation of the District of Central Saanich</b> 1903 Mt. Newton Cross Road Central Saanich, BC V8M 2A9 250-652-4444	<b>Corporation of the District of North Saanich</b> 1620 Mills Road North Saanich, BC V8L 5S9 250-656-0781	<b>Corporation of Oak Bay</b> 2167 Oak Bay Avenue Oak Bay, BC V8R 1G2 250-598-3311
<b>Corporation of Saanich</b> 770 Vernon Avenue Saanich, BC V8X 2W7 250-475-1775	<b>Corporation of the Township of Esquimalt</b> 1229 Esquimalt Road Esquimalt, BC V9A 3P1 250-414-7100	<b>District of Metchosin</b> 4450 Happy Valley Road Metchosin, BC V9C 3Z3 250-474-3167	<b>District of North Cowichan</b> 7030 Trans Canada Highway Duncan, BC V9L 6A1 250-746-3203
<b>District of Sooke</b> 2205 Otter Point Road Sooke, BC V9Z 1J2 250-642-1634	<b>District of the Highlands</b> 1980 Millstream Road Victoria, BC V9B 6H1 250-474-1773	<b>Town of Comox</b> 1809 Beaufort Avenue Comox, BC V9M 1R9 250-339-2202	<b>Town of Ladysmith</b> 410 Esplanade Ladysmith, BC V9G 1A2 250-245-6400
<b>Town of Lake Cowichan</b> 39 South Shore Road Lake Cowichan, BC V0R 2G0 250-749-6681	<b>Town of View Royal</b> 45 View Royal Avenue View Royal, BC V9B 1A6 250-479-6800	<b>Village of Cumberland</b> 2673 Dunsmuir Avenue Cumberland, BC V0R 1S0 250-336-2291	<b>*Specific Municipal Restrictions May Apply</b>



Township of Esquimalt



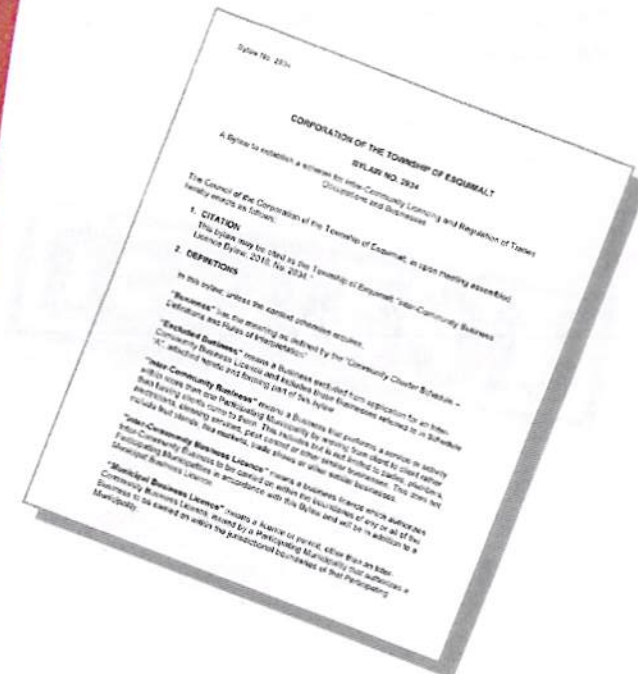
For further assistance, please contact the Township of Esquimalt at:

1229 Esquimalt Road  
Esquimalt, BC  
250-414-7100  
info@esquimalt.ca



# Vancouver Island Intercommunity Business License

Why buy several different non-resident business licenses when you can buy just one intercommunity business license?







**DISTRICT OF SOOKE  
TITLE  
BYLAW NO. 702**

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A bylaw to establish a scheme for inter-community licencing and regulating of trades, occupations and businesses.

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WHEREAS Council may, pursuant to Section 8(6) of the *Community Charter*, regulate in relation to business;

AND WHEREAS pursuant to Section 14 of the *Community Charter*, two or more municipalities may, by bylaw adopted by the Council of each participating municipality, establish an inter-municipal scheme in relation to one or more matters;

AND WHEREAS pursuant to Section 15(1) of the *Community Charter* Council may provide terms and conditions that may be imposed for obtaining, continuing to hold or renewing a licence, permit or approval and specify the nature of the terms and conditions and who may impose them;

AND WHEREAS Council has given notice of intention to adopt this bylaw by publishing such notice in two consecutive issues of a newspaper, the last publication appearing not less than three (3) and not more than (10) days before the hearing and provided an opportunity for persons who consider they are affected by this bylaw to make representations to Council at a hearing pursuant to Section 59 of the *Community Charter*;

NOW THEREFORE the Council of the District of Sooke, in open meeting assembled, enacts as follows:

**Citation**

1. This bylaw may be cited as District of Sooke *Inter-Community Business Licence Bylaw No. 702, 2018*.

**Definitions**

2. In this bylaw, unless the context otherwise requires;

**“Business”** has the meaning as defined by the “*Community Charter* Schedule = Definitions and Rules of Interpretation”.

**“Excluded Business”** means a Business excluded from application for an Inter-Community Business Licence and includes those Businesses referred to in Schedule A attached hereto and forming part of this bylaw.

**“Inter-Community Business”** means a Business that performs a service or activity within more than one Participating Municipality by moving from client to client rather than having clients come to them. This includes but is not limited to trades, plumbers, electricians, cleaning services, pest control or other similar businesses. This does not include fruit stands, flea markets, trade shows or other similar businesses.

**“Inter-Community Business Licence”** means a business licence which authorizes Inter-Community Business to be carried on within the boundaries of any or all of the Participating Municipalities in accordance with this Bylaw and will be in addition to a Municipal Business Licence. “Municipal Business Licence” means a licence or permit, other than an Inter-Community Business Licence, issued by a Participating Municipality that authorizes a Business to be carried on within the jurisdictional boundaries of that Participating Municipality.

**“Participating Municipality”** means the following local governments that have adopted the Inter-Community Business Licence Bylaw and any other municipalities that adopt this bylaw at a later date:

- City of Campbell River
- City of Courtenay
- City of Duncan
- City of Nanaimo
- City of Parksville
- Corporation of the Township of Esquimalt
- District of Lantzville
- District of North Cowichan
- Town of Comox
- Town of Ladysmith
- Town of Lake Cowichan
- Town of Qualicum Beach
- Village of Cumberland

**“Person”** has the meaning ascribed to it by the Interpretation Act.

**“Premise”** means a fixed or permanent location where the applicant ordinarily carries on Business.









