



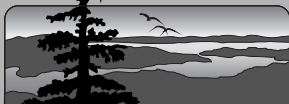
**Public Input
Information Package**

December 10, 2018 at 7:00 pm
Sooke Council Chamber
2225 Otter Point Road, Sooke, BC

Proposed Bylaw:	<i>Inter Community Business Licence Bylaw No. 702, 2018</i>
Financial Plan Amendment:	The purpose of the <i>Inter Community Business Licence Bylaw No. 702, 2018</i> is to establish a scheme for inter-community licencing and regulating of trades, occupations and businesses.

Information Package Contents	Page #
1. Notice to adopt <i>Inter-Community Business Licence Bylaw No. 702, 2018</i> published in the Sooke News Mirror November 28 & December 5, 2018.	1
2. <i>Inter Community Business Licence Bylaw No. 702, 2018</i> at third reading.	3
3. DRAFT Council minutes and resolution dated November 26, 2018.	11
4. Staff Report to Council, dated November 26, 2018. <ul style="list-style-type: none">• Report Cover• Brochure• Bylaw No. 702	13

Please note that written and verbal submissions will become part of the public record.



District of Sooke

2205 Otter Point Road, Sooke

Phone: 250-642-1634

Fax: 250-642-0541

email: info@sooke.ca

website: www.sooke.ca

Notice to Adopt **Inter-Community Business Licence** **Bylaw No. 702, 2018**

Notice is hereby given that the District of Sooke Council will consider the adoption of the *Inter-Community Business Licence Bylaw No. 702, 2018*, at the **December 10, 2018**, Regular Council meeting.

Date: **Monday, December 10, 2018**
Meeting Time: **7:00 p.m.**
Place: **District of Sooke, Council Chambers**
2225 Otter Point Road, 3rd Floor

The purpose of the bylaw is to establish a scheme for inter-community licencing and regulating of trades, occupations and businesses.

Copies of the proposed bylaw will be made available for public inspection starting Wednesday, November 28, 2018 until Monday, December 10, 2018, on the District's website www.sooke.ca, as well at the front reception on the 1st floor of the District of Sooke Municipal Hall, between the house of 8:30 a.m. and 4:30 p.m., excluding weekends and statutory holidays.

Note: There will be an opportunity for public submissions with respect to the *Inter-Community Business License Bylaw No. 702, 2018* at the Regular Council meeting scheduled for **7:00 p.m. on Monday, December 10, 2018** at the District of Sooke Council Chambers. You may also wish to convey your submission in writing to the Corporate Officer, no later than **12:00 p.m. (noon), on Monday, December 10, 2018**.

Submissions may be forwarded in the following ways:

Mail or delivery to: Corporate Officer
District of Sooke
2205 Otter Point Road
Sooke, BC V9Z 1J2

Email: info@sooke.ca

Fax: 250-642-0541



**DISTRICT OF SOOKE
INTER-COMMUNITY BUSINESS LICENCE
BYLAW NO. 702**

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

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.

“Principal Municipality” means the Participating Municipality where a Business is physically located, or has a Premise, or, where the licensee does not maintain a Premise in any of the Participating Municipalities, the municipality that issues the Inter-Community Business Licence.

3. **REGULATIONS**

- a) Subject to Section (c) and (e), a person who has obtained an Inter-Community Business Licence may carry on business within a Participating Municipality for the term authorized by the Inter-Community Business Licence without obtaining a Municipal Business Licence in other Participating Municipalities.
- b) A Participating Municipality may issue an Inter-Community Business Licence to an applicant for an Inter-Community Business and is not an Excluded Business, the applicant has a valid Municipal Business Licence issued by that Participating Municipality, and the applicant needs the requirements of this Bylaw.
- c) A person holding an Inter-Community Business Licence must comply with all other regulations and bylaws of the Participating Municipality in which they are carrying on business.
- d) A business that operates under an Inter-Community Business Licence in more than one Participating Municipality shall only apply for an Inter-Community Business Licence from the Participating Municipality in which they maintain a Premise.
- e) Notwithstanding the issuance of an Inter-Community Business Licence, every person who carries on, maintains, owns or operates, within a Participating Municipality, any profession, business, trade, occupation, calling, undertaking or thing in or from more than one branch, office, place, premise or store shall obtain a separate Municipal Business Licence for each branch, office, place, premise or store. And further notwithstanding Sections (b), (c) and (d), the Participating Municipalities agree that where an applicant for an Inter-Community Business Licence:
 - i. Does not maintain Premises in any of the Participating Municipalities, then the applicant may apply at any one of them; or
 - ii. Maintains a Premise in more than one of the Participating Municipalities, the applicant must apply at one of the Participating Municipalities where they maintain a Premise.

4. **FEES**

- a) The fee for an Inter-Community Business is \$170 and shall be paid in full at the time of application and retained by the Participating Municipality that issues the licence.
- b) The fee for an Inter-Community Business Licence is separate and additional to any Municipal Business Licence fee that may be required.

- c) The annual Inter-Community Business Licence fees prescribed in this bylaw may be reduced pro-rata in respect of any person who becomes liable to be licenced AFTER the commencement of the licence period, on the same basis as the municipal business licence.

5. **APPLICATION**

- a) Every Inter-Community Business Licence shall be issued on a standard form provided for that purpose, as agreed upon from time to time by the Participating Municipalities and including, as a minimum, the following information:
 - i. Disclosing the nature and character of the profession, business, trade, occupation, calling, undertaking or thing to be carried on, maintained, owned or operated by the applicant;
 - ii. Declaring the mailing address and contact information for such profession, business, trade, occupation, calling, undertaking or thing;
 - iii. Declaring the number of persons engaged or occupied in such profession, business, trade, occupation, calling, undertaking or thing;
 - iv. Disclosing the number of distinctive lines of goods sold or offered for sale;
 - v. Including any other information concerning the profession, business, trade, occupation, calling, undertaking or thing which the Participating Municipality may require.
- b) Each Participating Municipality shall provide to all other Participating Municipalities standardized information regarding the Inter-Community Business Licences issued by way of at least weekly updated on a shared database available to all Participating Municipalities.

6. **SUSPENSION OR CANCELLATION OF AN INTER-COMMUNITY BUSINESS LICENCE**

- a) A Council or Designated Officer or Employee of a Participating Municipality may exercise the authority of the Principal Municipality in accordance with Sections 15 and 60 of the *Community Charter* to suspend or cancel an Inter-Community Business Licence. The suspension or cancellation shall be in effect throughout all of the Participating Municipalities and it shall be unlawful for the holder to carry on the Business authorized by the Inter-Community Business Licence in any Participating Municipalities for the period of the suspension or cancellation.
- b) Before suspending or canceling an Inter-Community Business Licence under Section 6(a), the Participating Municipality must give the licence holder notice of the proposed action and must inform the licence holder of their right to be heard.

- i. If the licence holder wishes to exercise this right, the Participating Municipality shall communicate in writing to the licence holder and Principal Municipality that issued the Inter-Community Business Licence, together with such documentary evidence of the reasons for suspension or cancellation as may be available and the request to be heard. Such Principal Municipality shall then as soon thereafter as reasonably possible provide the Licence Holder an opportunity to address their respective Council who will then consider whether to suspend or cancel the Inter-Community Business Licence.
- ii. If the Licence Holder does not exercise their right to heard, the Participating Municipality may suspend or cancel the Inter-Community Business Licence in accordance with Section 6(a).
- c) Any conduct by a Licence Holder resulting in a hearing made under Section (b)(i) shall be considered by the Council of the Principal Municipality as though it happened within the jurisdiction of the Principal Municipality.
- d) A decision by a Principal Municipality or Participating Municipality to cancel or suspend an Inter-Community Business Licence under Section 6(b) shall be honoured by all Participating Municipalities.
- e) Nothing in this Bylaw impedes the authority of a Participating Municipality to suspend or cancel any business licence issued by that Municipality, or to enact regulations in respect of any class of Business Licence in accordance with Section 15 of the *Community Charter* and amendments thereto.

7. **MISCELLANEOUS**

- a) A Participating Municipality may, by notice in writing to each of the other Participating Municipalities, withdraw from the Inter-Community Business Licence scheme established by this bylaw.

Notice Must:

- i. Set out the date on which the withdrawing Municipality will no longer recognize the validity within its boundaries of business licences issued pursuant to this Bylaw, which date must be at least six months from the date of the notice; and
- ii. Include a certified copy of the Bylaw authorizing the withdrawal.

8. **SEVERABILITY**

- a) If any section, paragraph or phrase in this bylaw is for any reason held to be invalid by a decision of a Court of competent jurisdiction, that portion shall be severed, and the remainder of this bylaw shall continue in full force and effect.

9. **EFFECTIVE DATE**

This bylaw shall come into full force and effect on the first day of January 2019.

READ A FIRST TIME on the 26TH day of November 2018.

READ A SECOND TIME on the 26th day of November 2018.

READ A THIRD TIME on the 26th day of November 2018.

NOTICE GIVEN in accordance with Sections 59 of the *Community Charter* by advertising in the Sooke News Mirror on the 28th day of November, 2018 and on the 5th day of December, 2018.

ADOPTED on the ____ day of _____, 2018.

Maja Tait
Mayor

Carolyn Mushata
Corporate Officer

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

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.

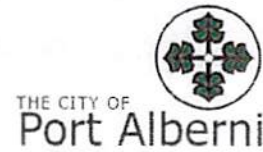
Cost:

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

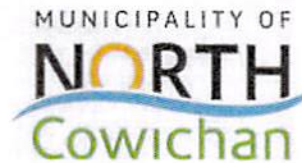
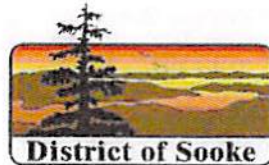
The ICBL cost may be separate and additional to the Business License cost. Each business owner has the option to purchase the additional ICBL if they will be performing their services in any or all Participating Municipalities.

LICENSED

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



Township of Esquimalt



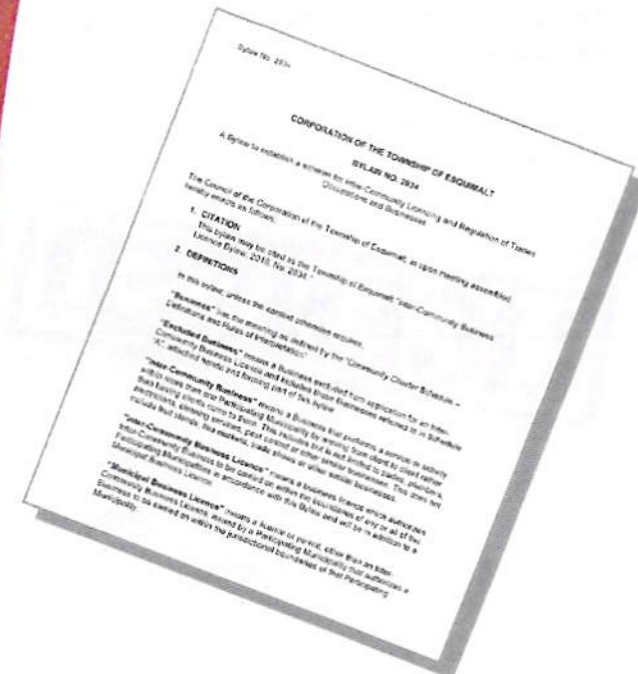
For further assistance, please contact the Township of Esquimalt at:

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**

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

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”.

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“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
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“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.

“Principal Municipality” means the Participating Municipality where a Business is physically located, or has a Premise, or, where the licensee does not maintain a Premise in any of the Participating Municipalities, the municipality that issues the Inter-Community Business Licence.

3. **REGULATIONS**

- a) Subject to Section (c) and (e), a person who has obtained an Inter-Community Business Licence may carry on business within a Participating Municipality for the term authorized by the Inter-Community Business Licence without obtaining a Municipal Business Licence in other Participating Municipalities.
- b) A Participating Municipality may issue an Inter-Community Business Licence to an applicant for an Inter-Community Business and is not an Excluded Business, the applicant has a valid Municipal Business Licence issued by that Participating Municipality, and the applicant needs the requirements of this Bylaw.
- c) A person holding an Inter-Community Business Licence must comply with all other regulations and bylaws of the Participating Municipality in which they are carrying on business.
- d) A business that operates under an Inter-Community Business Licence in more than one Participating Municipality shall only apply for an Inter-Community Business Licence from the Participating Municipality in which they maintain a Premise.
- e) Notwithstanding the issuance of an Inter-Community Business Licence, every person who carries on, maintains, owns or operates, within a Participating Municipality, any profession, business, trade, occupation, calling, undertaking or thing in or from more than one branch, office, place, premise or store shall obtain a separate Municipal Business Licence for each branch, office, place, premise or store. And further notwithstanding Sections (b), (c) and (d), the Participating Municipalities agree that where an applicant for an Inter-Community Business Licence:
 - i. Does not maintain Premises in any of the Participating Municipalities, then the applicant may apply at any one of them; or
 - ii. Maintains a Premise in more than one of the Participating Municipalities, the applicant must apply at one of the Participating Municipalities where they maintain a Premise.

4. **FEES**

- a) The fee for an Inter-Community Business is \$170 and shall be paid in full at the time of application and retained by the Participating Municipality that issues the licence.
- b) The fee for an Inter-Community Business Licence is separate and additional to any Municipal Business Licence fee that may be required.

- c) The annual Inter-Community Business Licence fees prescribed in this bylaw may be reduced pro-rata in respect of any person who becomes liable to be licenced AFTER the commencement of the licence period, on the same basis as the municipal business licence.

5. **APPLICATION**

- a) Every Inter-Community Business Licence shall be issued on a standard form provided for that purpose, as agreed upon from time to time by the Participating Municipalities and including, as a minimum, the following information:
 - i. Disclosing the nature and character of the profession, business, trade, occupation, calling, undertaking or thing to be carried on, maintained, owned or operated by the applicant;
 - ii. Declaring the mailing address and contact information for such profession, business, trade, occupation, calling, undertaking or thing;
 - iii. Declaring the number of persons engaged or occupied in such profession, business, trade, occupation, calling, undertaking or thing;
 - iv. Disclosing the number of distinctive lines of goods sold or offered for sale;
 - v. Including any other information concerning the profession, business, trade, occupation, calling, undertaking or thing which the Participating Municipality may require.
- b) Each Participating Municipality shall provide to all other Participating Municipalities standardized information regarding the Inter-Community Business Licences issued by way of at least weekly updated on a shared database available to all Participating Municipalities.

6. **SUSPENSION OR CANCELLATION OF AN INTER-COMMUNITY BUSINESS LICENCE**

- a) A Council or Designated Officer or Employee of a Participating Municipality may exercise the authority of the Principal Municipality in accordance with Sections 15 and 60 of the *Community Charter* to suspend or cancel an Inter-Community Business Licence. The suspension or cancellation shall be in effect throughout all of the Participating Municipalities and it shall be unlawful for the holder to carry on the Business authorized by the Inter-Community Business Licence in any Participating Municipalities for the period of the suspension or cancellation.
- b) Before suspending or canceling an Inter-Community Business Licence under Section 6(a), the Participating Municipality must give the licence holder notice of the proposed action and must inform the licence holder of their right to be heard.

- i. If the licence holder wishes to exercise this right, the Participating Municipality shall communicate in writing to the licence holder and Principal Municipality that issued the Inter-Community Business Licence, together with such documentary evidence of the reasons for suspension or cancellation as may be available and the request to be heard. Such Principal Municipality shall then as soon thereafter as reasonably possible provide the Licence Holder an opportunity to address their respective Council who will then consider whether to suspend or cancel the Inter-Community Business Licence.
- ii. If the Licence Holder does not exercise their right to heard, the Participating Municipality may suspend or cancel the Inter-Community Business Licence in accordance with Section 6(a).
- c) Any conduct by a Licence Holder resulting in a hearing made under Section (b)(i) shall be considered by the Council of the Principal Municipality as though it happened within the jurisdiction of the Principal Municipality.
- d) A decision by a Principal Municipality or Participating Municipality to cancel or suspend an Inter-Community Business Licence under Section 6(b) shall be honoured by all Participating Municipalities.
- e) Nothing in this Bylaw impedes the authority of a Participating Municipality to suspend or cancel any business licence issued by that Municipality, or to enact regulations in respect of any class of Business Licence in accordance with Section 15 of the *Community Charter* and amendments thereto.

7. **MISCELLANEOUS**

- a) A Participating Municipality may, by notice in writing to each of the other Participating Municipalities, withdraw from the Inter-Community Business Licence scheme established by this bylaw.

Notice Must:

- i. Set out the date on which the withdrawing Municipality will no longer recognize the validity within its boundaries of business licences issued pursuant to this Bylaw, which date must be at least six months from the date of the notice; and
- ii. Include a certified copy of the Bylaw authorizing the withdrawal.

8. **SEVERABILITY**

- a) If any section, paragraph or phrase in this bylaw is for any reason held to be invalid by a decision of a Court of competent jurisdiction, that portion shall be severed, and the remainder of this bylaw shall continue in full force and effect.

9. **EFFECTIVE DATE**

This bylaw shall come into full force and effect on the first day of January 2019.

READ A FIRST TIME on the day of , 2018.

READ A SECOND TIME on the day of , 2018.

READ A THIRD TIME on the day of , 2018.

NOTICE GIVEN in accordance with Sections 59 of the *Community Charter* by advertising in on the day of , 2018 and in the on the day of , 2018.

ADOPTED on the day of , 2018.

Maja Tait
Mayor

Carolyn Mushata
Corporate Officer

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.