

To: Her Worship Mayor McKortoff and Members of Council

From: Christopher Garrish, Planner

Date: October 14, 2025

Subject: Business Licence Bylaw Review

Tracker No: BLW-429

Recommendation:

THAT the Town of Osoyoos Business Licence Bylaw No. 1400, 2025, be adopted.

CAO Comments:

Approved for Council consideration.

Executive Summary:

The purpose of this report is to seek direction from Council with regard to the adoption of a new Business Licence Bylaw.

Background:

At its meeting of December 10, 2024, the Committee of the Whole (COTW) considered a number of land use bylaw amendments related to the Short-Term Rental Regulation Review, including a draft of a new Business Licence Bylaw (No. 1400).

Council subsequently resolved that the Draft Business Licence Bylaw be initiated, and that public engagement, as required by the *Community Charter*, be undertaken.

Public engagement in the form of a project webpage; public feedback form; letter to existing business license holders; and Food Truck Survey was completed.

At its meeting of August 12, 2025, Council resolved to approved first, second and third readings of the Business Licence Bylaw No. 1400, 2025.

Analysis:

Administration considers it good practice to review a business licence bylaw when a new zoning bylaw is adopted to ensure consistency in terms of definitions, regulations and permitted use classes. Frequent reviews and updates of a Business Licence Bylaw are also important to ensure that the fees being applied are reflective of the costs being incurred by the Town to issue licences.

Alternative:

Conversely, the option to retain the existing Business Licence Bylaw No. 1045, 1997, is available to Council but is not recommended given the age of this bylaw and the recent adoption of a new zoning bylaw.

Options:

1. THAT the Town of Osoyoos Business Licence Bylaw No. 1400, 2025, be adopted.
2. THAT first, second and third readings of the Town of Osoyoos Business Licence Bylaw No. 1400, 2025, be rescinded and the bylaw abandoned.

Implications:

- a) Community: the bylaw introduces a modernized regulatory framework that better reflects the regulatory environment for businesses operating within the Town and improves clarity, and transparency in how business activities are licensed.
- b) Organizational; the bylaw better aligns with other land use bylaws, specifically the Town's zoning bylaw and will improve administration and issuance of licences by staff.
- c) Budget / Financial / Risk Implications: the bylaw updates licence fees to better reflect the cost of processing, reviewing, and enforcing business licences to the Town.
- d) Significant Dates: January 1st marks the commencement of a new licencing year, while implementing the new bylaw in conjunction with any changes Council may support in relation to the authorization of STRs in residential zones will facilitate licencing of these uses.
- e) Sustainability: the Town should be able to better monitor trends in local economic activity and ensure business operations comply with community expectations vis-à-vis the Official Community Plan and Zoning bylaws.

Attachments:

1. Business Licence Bylaw No. 1400, 2025