

ADMINISTRATIVE REPORT

TO: Board of Directors

FROM: J. Zaffino, Chief Administrative Officer

DATE: September 5, 2024

RE: **Business Licensing Service Establishment Bylaw No. 3078, 2024**

Administrative Recommendation:

THAT third reading of Bylaw No. 3078, 2024, Regional District of Okanagan-Similkameen Business Licensing Service Establishment be rescinded; and,

THAT Bylaw No. 3078, 2024, Regional District of Okanagan-Similkameen Business Licensing Service Establishment be re-read a third time as amended by removing Electoral Areas “C” and “H” from the service and be forwarded to the Inspector of Municipalities for approval.

Purpose:

To remove Electoral Areas “C” and “H” from the Business Licensing Service prior to adoption.

Reference:

[Business Licensing Service Establishment Bylaw staff report dated May 9, 2024](#)

Local Government Act

Community Charter

Background:

At their meeting on May 9, 2024, the Board of Directors gave three readings to Bylaw No. 3078, 2024, which, as written, enabled the RDOS to regulate and license businesses within all of its electoral areas.

Since then the Directors for Electoral Areas “C” and “H” have indicated that they want Areas “C” and “H” removed from the service establishment bylaw.

Should Areas “C” and “H” wish to join the service in the future that would be accomplished with an amending bylaw.

Analysis:

Although Regional Districts may now regulate business by bylaw and may require businesses to obtain a business licence, prior to doing so a Regional District must adopt a service establishment bylaw.

Following the adoption of a service establishment bylaw the Regional District can move forward with developing a regulatory scheme and creating regulatory bylaws.

Introducing a regulatory scheme impacts other bylaws, including the RDOS Delegation, Fees & Charges, Bylaw Notice Enforcement, and Municipal Ticketing bylaws, all of which will be updated in the coming months.

Alternatives:

THAT the Board rescind first, second, and third readings of Bylaw No. 3078, 2024, Regional District of Okanagan-Similkameen Business Licensing Service Establishment, and choose not to create a service for business licensing.

Respectfully submitted:

"Marc Aucoin"

M. Aucoin, Coordinator, Legislative Services

Endorsed by:

"Christy Malden"

C. Malden, Corporate Officer