



# THE CORPORATION OF THE CITY OF VERNON REPORT TO COUNCIL

**SUBMITTED BY:** Matt Faucher,  
Acting Manager, Long Range  
Planning & Sustainability

**COUNCIL MEETING:** REG ☒ COW ☐ I/C ☐  
**COUNCIL MEETING DATE:** February 10, 2025  
**REPORT DATE:** January 30, 2025  
**FILE:** 4325-07

**SUBJECT: REVIEW OF BUSINESS LICENCE BYLAW 6100**

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## **PURPOSE:**

To provide Council with draft of Business Licence Bylaw 6100 for review, and to request direction to seek public comment on the proposed draft bylaw.

## **RECOMMENDATION:**

THAT Council receive for information the report titled "Review of Business Licence Bylaw 6100" dated January 30, 2025, and respectfully submitted by the Acting Manager, Long Range Planning & Sustainability;

AND FURTHER, that Council direct Administration to post the draft bylaw on the engage Vernon website to solicit public comment on the draft bylaw, and forward to the Council's Economic Development Committee for review.

## **ALTERNATIVES & IMPLICATIONS:**

1. N/A

## **ANALYSIS:**

### **A. Committee Recommendations:**

N/A

### **B. Rationale:**

1. Considering recent Provincial legislative changes regarding [Short Term Rentals \(STRs\)](#), Administration has completed a review of Business Licence Bylaw 5480, 2014, to determine the suitability of including new licence classifications for STRs. The Province has limited STRs to a person's principal residence plus a secondary suite or accessory dwelling unit, unless the unit is part of a strata hotel or motel. Additionally, a business licence number (if required by the local jurisdiction) must be included in the rental listing.
2. As of May 1, 2025, all short-term rental hosts, platforms, and strata hotel platforms operating in B.C. must be [registered with the provincial short-term rental registry](#). This ensures that all hosts and platforms operating in B.C. are following the provincial rules. STR hosts are required to register with the Province prior to May 1 and must display their Provincial registration number on their listing. In order to register with the Province, hosts operating within the City must provide proof that an application for a business licence has been submitted to the City. Hosts will then have until August 1, 2025, to submit their issued business licence to the Province or their registration will be cancelled.

3. Business Licence Bylaw 5480 was established in 2014. Challenges have been noted in administration of the licencing program as the current structure creates opportunities for misinterpretation and lacks clarity. Additionally, the current bylaw contains dated licence classifications (e.g., Horse Drawn Carriage) and regulations. To date, five minor amendments have been completed for rental of housing units, cannabis retail, and outdoor commercial uses.
4. Administration has prepared draft Business Licence Bylaw 6100 to modernize the City's business licencing program, address some of the challenges identified, and incorporate licence classifications for STRs in alignment with the launch of the [Provincial STR Registry](#) in spring 2025.
5. Key updates have been made in the draft bylaw as follows:
  - Updated definitions removing unnecessary items and adjusting to current standards.
  - Added exemptions to licensing requirements to support and encourage arts, culture and local agriculture, while maintaining insurance requirements.
  - Clarifying the establishment of license conditions improving transparency.
  - Clarifying processes for license management including application, fees, renewals, and cancellations.
  - Clarifying processes and penalties for license refusal or suspension.
  - Updating and clarifying provisions for specific license classifications.
  - Establishing classifications for STRs and watercraft business operations.
6. As the draft bylaw regulates business operations and licensing within the City, Administration is requesting Council's direction to seek public input on the draft bylaw in advance of Council's consideration of Readings to allow time for adjustments to be made, if necessary. Additionally, Administration would forward the draft bylaw to the Greater Vernon Chamber of Commerce and the Downtown Vernon Association for review and comment.
7. Once feedback has been received from the public and interested parties, Administration will complete a final review of the draft bylaw and present to Council for consideration of readings. Should the bylaw readings proceed, Administration would prepare amendments to Fees and Charges Bylaw 3909, Bylaw Notice Enforcement Bylaw 5250, Municipal Ticket Information Bylaw 5300, as well as Inter-Community (Mobile) Business Licence Bylaw 5117, to bring them into alignment with Business Licence Bylaw 6100.

**C. Attachments:**

1. Draft Business Licence Bylaw 6100, 2025

**D. Council's Strategic Plan Alignment:**

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|--|--|
| <input checked="" type="checkbox"/> Governance & Organizational Excellence | <input type="checkbox"/> Livability          |
| <input type="checkbox"/> Recreation, Parks & Natural Areas                 | <input checked="" type="checkbox"/> Vibrancy |
| <input type="checkbox"/> Environmental Leadership                          | <input type="checkbox"/> Not Applicable      |

**E. Relevant Policy/Bylaws/Resolutions:**

1. Business Licence Bylaw 5480
2. Fees and Charges Bylaw 3909
3. Bylaw Notice Enforcement Bylaw 5250
4. Municipal Ticket Information Bylaw 5300
5. Inter-Community (Mobile) Business Licence Bylaw 5117

**BUDGET/RESOURCE IMPLICATIONS:**

N/A

**FINANCIAL IMPLICATIONS:**

- ☒ None      ☐ Budget Previously Approved      ☐ New Budget Request  
(Finance Review Required)

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Prepared by:                      Approved for submission to Council:

X  
Matt Faucher  
Acting Manager, Long Range Planning  
& Sustainability

\_\_\_\_\_  
Peter Weeber, CAO

Date: \_\_\_\_\_

X  
Terry Barton,  
Director, Planning & Community Services

**REVIEWED WITH**

- |  |   |  |
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| <input checked="" type="checkbox"/> Corporate Services | <input type="checkbox"/> Operations           | <input checked="" type="checkbox"/> Current Planning                     |
| <input checked="" type="checkbox"/> Bylaw Compliance   | <input type="checkbox"/> Public Works/Airport | <input checked="" type="checkbox"/> Long Range Planning & Sustainability |
| <input type="checkbox"/> Real Estate                   | <input type="checkbox"/> Facilities           | <input checked="" type="checkbox"/> Building & Licensing                 |
| <input type="checkbox"/> RCMP                          | <input type="checkbox"/> Utilities            | <input type="checkbox"/> Engineering Development Services                |
| <input type="checkbox"/> Fire & Rescue Services        | <input type="checkbox"/> Recreation Services  | <input type="checkbox"/> Infrastructure Management                       |
| <input type="checkbox"/> Human Resources               | <input type="checkbox"/> Parks                | <input type="checkbox"/> Transportation                                  |
| <input type="checkbox"/> Financial Services            |   | <input checked="" type="checkbox"/> Economic Development & Tourism       |
| <input type="checkbox"/> COMMITTEE:                    |   |  |
| <input type="checkbox"/> OTHER:                        |   |  |