

TOWN OF GIBSONS



BUSINESS LICENCE BYLAW NO. 666

Adopted: December 1st, 1992

Consolidated for convenience July 2022
to include amendments up to Bylaw No. 666-11

This version of this bylaw is a consolidation of amendments to the original bylaw as of the date specified. This consolidation is done for the convenience of users and accurately reflects the status of the bylaw as of the specified date but must not be construed as the original bylaw and is not admissible in Court unless specifically certified by the Director of Corporate Administration for the Town of Gibsons. Persons interested in the definitive wording of this bylaw and its amendments should view the original sealed bylaws at the Town of Gibsons.

AMENDMENTS IN THIS CONSOLIDATION

NO.	BYLAW NO.	DATE	AMENDMENT
1.	675	January 19, 1993	Replace Schedule "A".
2.	775	September 5, 1995	<ul style="list-style-type: none"> • Part II, Clause 6, replaced. • Clause 8 amended by adding 8. (c).
3.	790	December 5, 1995	Home Occupation – Clause 7 replaced.
4.	828	May 13, 1997	<ul style="list-style-type: none"> • Section 10 amended by deleting Clauses 10(a) to 10(d) inclusive and re-numbering Clauses 10(e) and 10(f) as 10(a) and (b). • Section 11 deleted in its entirety. • Schedule "A" replaced by new Schedule "A". • Schedule "B" attached.
5.	869	February 17, 1998	Schedule "A" Part 3, Classification R009 deleted and replaced.
6.	970	May 20, 2003	Part II amended by adding 12(a) and 12(b).
7.	1017	November 15, 2005	<ul style="list-style-type: none"> • Part I definition of Licence Inspector deleted and replaced. • Section 11 of Part 2 deleted in its entirety and replaced with 11(a) to 11(f). • Schedule "C" – Offences and Fines" added.
8.	1074	September 2 nd , 2008	<ul style="list-style-type: none"> • Delete Section 8 (c) and replace with new section 8 (c). • Delete Section 10 (b) and replace with new Section 10 (b). • Renumber section 12 as section 13 and renumber section 11 as section 12 by adding new Section 11. • Schedule "C" amended by adding the new offence and fines.
9.	666-09	December 18 th , 2018	<ul style="list-style-type: none"> • Part II, Clause 4 added
10.	666-11	July 26, 2022	<ul style="list-style-type: none"> • Deleted reference to B&B • Added commercial guest accommodation • Added residential guest accommodation

TOWN OF GIBSONS

BYLAW NO. 666

*A Bylaw to provide for the licencing of
Businesses in the Town of Gibsons*

The Council of the Town of Gibsons in open meeting assembled, enacts as follows:

TITLE

This bylaw may be cited as “Business Licence Bylaw 666, 1992”.

PART I – INTERPRETATION

For the purpose of this Bylaw, unless the context requires otherwise, the following words and terms shall have the meanings hereby assigned to them.

ACT means the Municipal Act, being Chapter 290 of the Revised Statutes of British Columbia 1979 as amended.

AGENT shall mean any person who, either on his behalf or as agent for another, sells or solicits or takes orders for the sale by retail, of goods, wares, or merchandise to be supplied by any person not carrying on a resident business within the municipality.

BOOK AGENT shall mean any person who sells or offers for sale, books, magazines or other periodicals, not being Bibles or religious trades, by canvassing from house to house or place to place within the Municipality.

BUSINESS means the carrying on of a commercial or industrial undertaking of any kind or nature, or the providing of professional, personal or other services for the purpose of gain or profit.

BUSINESS – RESIDENT means a business carried on from premises within the Municipality.

BUSINESS – NON-RESIDENT means a business other than a resident business carried on within the Municipality, or with respect to which any work or service is performed within the municipality.

COLLECTOR shall mean the Collector for the Municipality.

COMMERCIAL GUEST ACCOMMODATION has the same meaning as in Town of Gibsons Zoning Bylaw No. 1065, 2007.

CONTRACTOR means any person who does work in any field of construction, repair or remodeling under the terms and condition of an agreement, verbal or otherwise, whereby a set sum or a sum calculated on a cost plus or unit basis is paid for the work.

COUNCIL means the Council of the Town of Gibsons.

DESIGNATED RESPONSIBLE PERSON means an individual who has agreed to be available at all times and all days to respond to issues or complaints related to the conduct of a Business, and who has access to the Business premises and authority to make decisions in relation to its Business use.

HAWKER, PEDDLER, OR HUCKSTER means a person who:

1. Not having any place of business within the municipality, sells or offers for sale, goods, wares, merchandise, or foodstuff, or any other effects whatsoever therein, or
2. Carries or exposes samples or patterns or quotes prices for the selling of any goods, wares, or merchandise of foodstuffs to be afterwards delivered within the municipality to any person.

HOME OCCUPATION means an occupation, profession, trade or craft, carried on for consideration, which is clearly incidental to the use of a dwelling unit for residential purposes and includes the following, all others being excluded:

1. Dressmaking, millinery, seamstress, tailoring or other similar domestic crafts.
2. Manufacture of novelties, souvenirs, and handicraft objects as an extension of a hobby.
3. Self-employed artisan or professional person.
4. Stamp and coin collecting and sales.
5. Casual repairs to small household equipment.
6. The operation of a kindergarten or day nursery for not more than ten (10) children.
7. Public stenographer or typist.
8. Individual instruction for music or art students.
9. Other uses similar in character and intent to the foregoing.

LICENCE INSPECTOR means the persons from time to time duly appointed as Licence Inspector for the Town of Gibsons, any person acting in that capacity and includes Bylaw Enforcement Officer.

PERSON where the context so requires, means any individual, firm or corporation, or any association of individuals, firms or corporations, whether acting by themselves or by an agent, servant or employee, and shall include a body politic or corporate. The singular shall include the plural, and the masculine shall include the feminine.

PRINCIPAL RESIDENCE has the same meaning as in Town of Gibsons Zoning Bylaw No. 1065, 2007.

RESIDENTIAL GUEST ACCOMMODATION has the same meaning as in Town of Gibsons Zoning Bylaw No. 1065, 2007.

RESIDENTIAL GUEST ACCOMMODATION MARKETING means to advertise, market or offer for rent Residential Guest Accommodation, and includes placing or posting advertisements physically or online.

RESIDENTIAL GUEST ACCOMMODATION OPERATOR means a person who is listed as the operator on a valid Town of Gibsons Residential Guest Accommodation Business Licence.

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PART II

1. No person shall carry on, within the municipality, any business unless they are the holder of a valid licence issued to them under this Bylaw by the Licence Inspector.
2. All applications for a licence under this bylaw shall be:
 - (a) made to the Licence Inspector on the form provided;
 - (b) completed in full and signed by the owner of the business or an agent authorized in writing by the owner, provided that in the case of partnerships or multiple owners, any one such owner or partner shall be deemed to be the duly authorized agent of all of the owners of the partnership;
 - (c) accompanied by the licence fee applicable to that business's class and to the time of the application as prescribed in Schedule "A" attached hereto and forming part of this bylaw.
3. The Licence Inspector may grant, suspend or transfer licences. A transfer fee of \$10 will be charged.
4. The licensing inspector can refuse to issue or renew a business license not in compliance with applicable bylaws and federal and provincial laws.
5. Except as otherwise provided in this bylaw, the period for a licence shall be granted for a one year period, to commence on the first day of January and to terminate on the thirty-first day of December in each and every year. The licence fee prescribed in this bylaw shall be reduced by one half in respect of a person who becomes liable to be licenced after the thirty-first day of July in any year. No licence fee paid hereunder shall be refundable.
6. All fees collected by the Licence Inspector under this bylaw shall be paid forthwith to the Collector of the municipality who shall deal with said fees in the manner provided by the act.
7.
 - (a) The Licence Inspector or any Peace Officer or Medical Health Officer is hereby authorized to enter at any reasonable time or times, any premises, place or vehicle in respect of which a licence has been granted pursuant to the provisions of this bylaw to ascertain whether provisions of this bylaw are being observed.
 - (b) No person shall interfere with, obstruct or seek to interfere with or obstruct the Licensing Inspector, any Peace Officer or Medical Health Officer in the administration or enforcement of this bylaw.
8. All licences issued under this bylaw shall:

- (a) be made out in duplicate with one copy being mailed to the applicant and the other retained by the Licence Inspector;
 - (b) apply only to the person to whom it was issued and no other person shall have the right to use such licence; however, when two or more persons are carrying on a business in partnership, only one licence, taken out in the name of the partnership, is required;
- 9.
- (a) A transfer of licence may be applied for by notifying the Licence Inspector, in writing, of the intent to change location and providing the address of the proposed new location of the business.
 - (b) A licence transfer may be refused by the Licence Inspector where the premises to which the applicant wishes to transfer the licence do not comply with the requirements of the Town's bylaws regulating buildings, zoning, health, sanitation or business.
 - (c) No person shall change his/her place of business without first obtaining a transfer of their license and, subject to the limitations and provisions of subsection 8(b), all the particulars of the transfer shall be approved by the Licensing Inspector.
10. Without limiting the generality of any section of this bylaw, no person shall:
- (a) be entitled to carry on business at two or more premises, or places of business, under one licence;
 - (b) call at any residence between the hours of 6:00 p.m. and 8:00 a.m. local time for the purpose of selling, soliciting, or taking orders for goods, materials, publications or services of any kind unless a previous appointment for such call has been made;
 - (c)
 - (i) sell or offer for sale any goods; or
 - (ii) canvas or solicit business on a highway, in a parking area where the public is invited to parked vehicles, or a public walkway, pedestrian way or plaza unless licenced under this bylaw in respect of the sale, offering for sale, canvassing or soliciting.
- 11.
- (a) Any licence granted pursuant to this bylaw shall be deemed to be granted to the licensee named therein and in the event of change of operator of the business for which such licence is issued, the new operator of the business shall apply for a new licence pursuant to the terms of this bylaw.
 - (b) No person shall change his place of business without first obtaining a transfer of his licence in respect thereto, and the particulars of such transfer shall be endorsed on the licence by the Licence Inspector.

12. (a) An owner or manager of a business holding a valid Business License issued by the License Inspector shall post or otherwise display the license in a prominent place accessible by patrons of the business.
- (b) Where a Business License is held by a person whose business is situated outside the Town of Gibsons but carried on temporarily or permanently within the Town of Gibsons, that Business License, or copy thereof, shall be available for inspection by the License Inspector at the place where the business is being temporarily or permanently carried out.
- (c) Where business may be carried out at the same time in two or more places within the Town of Gibsons by the owner or employees of that business and it is not practical to display a copy of the business license, the owner shall, upon the request of the License Inspector, produce the license or copy thereof upon the request, or attend at the Town Hall within twenty-four (24) hours and produce the original business license to the License Inspector. For the purposes of this subsection, the twenty-four (24) hours shall be deemed to be hours when the Town Hall is open to the public for regular business.
13. (a) Every person who contravenes any provision of this Bylaw is guilty of an offence under the *Offence Act* and is liable on summary conviction to a fine of not less than \$200.00 and not more than \$10,000 or imprisonment of not more than six months.
- (b) No person shall change his/her place of business without first obtaining a transfer of their license in respect thereto and, subject to the limitations and provisions of subsection 8(b), the particulars of such shall be endorsed on the license by the License Inspector.
- (c) Pursuant to Section 264(1)(b) of the *Community Charter*, Licence Inspectors are designated to enforce this bylaw.
- (d) Pursuant to Section 264(1)(c) of the *Community Charter*, the words or expression in Column 2 of Schedule "C" to this bylaw designate the offence committed under the bylaw section number appearing in Column 1 opposite the respective words or expression.
- (e) Pursuant to Section 265(1)(a) of the *Community Charter*, the fine amount in Column 3 of Schedule "C" to this bylaw is the fine amount that corresponds to the section number and words or expression set out in Columns 1 and 2 opposite the fine amount.
- (f) Each day that a contravention of the provisions of this Bylaw exists or is permitted to exist shall constitute a separate offence.

14. (a) The Council may, by resolution, impose terms and conditions on business licenses for premises licensed under the *Liquor Control and Licensing Act*, dealing with extended hours of operation.
 - (b) It shall be a term of every business licence for premises licensed under the *Liquor Control and Licensing Act* that no liquor shall be sold or served to patrons between the hours of 1:00 am and 10:00 am except to the extent that the Council authorizes extended business hours for specified dates, either generally or in respect of individual premises specified in the authorizing resolution.
15. Bylaw No. 527, 1985 and Business Licence Amendment Bylaw No. 535, 1985 are hereby repealed.

PART III – ADDITIONAL REQUIREMENTS FOR SPECIFIC BUSINESSES

Commercial Guest Accommodation

1. Business Licence applications for Commercial Guest Accommodation must be accompanied by a current site plan indicating the number and location of accommodation units.

Residential Guest Accommodation

2. Who can operate Residential Guest Accommodation
 - (a) Only individuals can operate Residential Guest Accommodation. A corporation, society or other incorporated entity cannot apply for or hold a License for Residential Guest Accommodation and must not carry on business as a Residential Guest Accommodation Operator.
3. Limitations on Licencing
 - (a) In addition to any Residential Guest Accommodation Licences held in association with Temporary Use Permits, an individual can hold a maximum of two Licences for Residential Guest Accommodation, one for each of residential guest accommodation (entire unit) and residential guest accommodation (partial unit), and these Licenses must be for the same dwelling unit.
 - (b) The Licence Inspector may refuse to grant a Licence for Residential Guest Accommodation if the applicant has a history of bylaw offences or unpaid fines.
 - (c) An individual cannot transfer a Residential Guest Accommodation Licence to another unit or property.
4. Applying for a Licence
 - (a) A person applying for a Licence as a Residential Guest Accommodation Operator must allow the Licence Inspector to inspect the unit prior to being granted a Licence, and must:
 - (i) provide, as applicable, documents demonstrating that the Residential Guest Accommodation is their Principal Residence, including but not limited to documentation related to billing, identification, taxation and insurance purposes, which may include income tax returns, Medical Services Plan documentation, driver's

licenses, personal identification, BC homeowner grant documentation, vehicle registration or utility bills;

- (ii) provide written authorization from the strata council and proof of compliance with strata bylaws if the Residential Guest Accommodation is or is in a strata lot or unit;
- (iii) provide written authorization from the owner or landlord if the Residential Guest Accommodation Operator is a tenant;
- (iv) have installed smoke alarms on each floor and in each bedroom of the Residential Guest Accommodation unit;
- (v) have installed an accessible fire extinguisher on each floor of the Residential Guest Accommodation unit;
- (vi) have installed carbon monoxide detectors on each floor of the Residential Guest Accommodation unit if it contains gas appliances;
- (vii) provide a Guest Safety Attestation form agreeing to maintain smoke alarms, fire extinguishers, carbon monoxide detectors provided for that purpose;
- (viii) provide a fire safety plan for the Residential Guest Accommodation unit, identifying the location of smoke alarms, carbon monoxide alarms, fire extinguishers, bedrooms and fire exits;
- (ix) provide a parking plan that meets the parking requirements of the Zoning bylaw;
- (x) provide contact information for a Designated Responsible Person; and
- (xi) provide any such documentation and information as requested by the Licence Inspector.

5. Designating a Responsible Person

- (a) A Residential Guest Accommodation Operator must assign a Designated Responsible Person.
- (b) For Residential Guest Accommodation of part of a dwelling unit, the Designated Responsible Person must be the Residential Guest Accommodation Operator.

- (c) For Residential Guest Accommodation of an entire dwelling unit, the Designated Responsible Person can be anyone over the age of 18, including an employee of a property management company.

6. Marketing of Residential Guest Accommodation

- (a) An individual must not carry on Residential Guest Accommodation Marketing of a Residential Guest Accommodation unit unless they hold a Licence as a Residential Guest Accommodation Operator for that unit.
- (b) A Residential Guest Accommodation Operator must conspicuously display their Licence number in any listing, medium or material used for Residential Guest Accommodation Marketing.

7. Operating a Residential Guest Accommodation Business

A Residential Guest Accommodation Operator must:

- (a) conspicuously display the contact information for the Designated Responsible Person, Town of Gibsons Bylaw Enforcement, emergency 911, and non-emergency contact information for the Gibsons RCMP and Gibsons Volunteer Fire Department, in the Residential Guest Accommodation unit;
- (b) conspicuously display the parking plan submitted with their approved Business Licence application to direct guests where to park their vehicle(s) while staying in the Residential Guest Accommodation unit;
- (c) ensure that all off-street parking indicated for guest use on the Residential Guest Accommodation Operator's approved parking plan is made available for such use during all guest stays;
- (d) conspicuously display a fire safety plan for the Residential Guest Accommodation unit, identifying the location of smoke alarms, carbon monoxide alarms, fire extinguishers, bedrooms and fire exits, by all exits;
- (e) maintain in working order, clean, inspect and test all smoke alarms (monthly), carbon monoxide detectors (monthly), fire extinguishers (annually), and chimneys (annually) in the Residential Guest Accommodation unit, and keep a written record of such inspections and tests;
- (f) ensure electrical installations are maintained so as not to constitute a fire hazard and that barbeques are at least 1 meter away from combustibles;
- (g) maintain a Level 1 First Aid Kit in the Residential Guest Accommodation unit;

- (h) keep all doors, windows and internal and external passageways operable and unobstructed;
- (i) ensure that:
 - (i) the Designated Responsible Person is available for contact 24 hours a day during periods when the Residential Guest Accommodation unit is rented;
 - (ii) the Designated Responsible Person attends the Residential Guest Accommodation unit within 30 minutes of being contacted about a safety, garbage or disturbance-related complaint during periods when the Residential Guest Accommodation unit is rented;
 - (iii) any complaint about the operation is resolved within 24 hours of being contacted by the Town.
- (j) provide to the Licence Inspector upon request:
 - (i) installation, inspection, testing, and maintenance records related to safety or Licence conditions of the Residential Guest Accommodation unit;
 - (ii) documentation indicating the number of days that the dwelling unit or a portion thereof has been booked as Residential Guest Accommodation; and,
 - (iii) any other documentation that the Licence Inspector deems necessary to demonstrate compliance with this Bylaw.

BUSINESS LICENCE BYLAW NO. 666

SCHEDULE "A"

FEEES

1. PART I – MISCELLANEOUS FEE PROVISIONS

- 1.1 A fee of \$10.00 shall be charged for any transfer of Business Licence.
- 1.2 The fee for an annual licence will be reduced by 10% when paid prior to the commence of the licence period to which the fee applies.
- 1.3 Except for the transfer fee and fees required for licences of a period less than one (1) year, the licence fee shall be reduced by one-half (1/2) in respect of a business which is liable to be licenced after the thirty first (31st) day of July in any year.
- 1.4 Every person who carries on two or more classes of business from one premise shall pay a licence fee based as follows:
 - 1.4.1 The full licence fee on the principal business being carried on, which said principal business shall be deemed to be that business attracting the highest licence fee; and
 - 1.4.2 By paying one half (1/2) of the regular licence fee for each of the other class or classes of businesses being carried on.
 - 1.4.3 In no event shall the total licence fee be greater than twice the licence fee of the principal business.
- 1.5 There is no licence fee payable for a licence issued to a registered non-profit organization.
- 1.6 No licence fee paid in accordance with the requirements of this bylaw shall be refundable.
- 1.7 A one-time application fee of \$400 shall apply to all new applications for a Residential Guest Accommodation Business Licence. This fee will not apply to annual Licence renewals and is in addition to the licence fee listed in Schedule A, Part 3.

2. PART 2 – FEES FOR BUSINESSES WITH A LICENCE PERIOD LESS THAN ONE YEAR (SPECIAL PERIOD – SP)

2.1 VARIABLE TERM

The following listed businesses shall only be licenced for the period listed hereunder as determined between the applicant and the Licence Inspector and shall pay the fee designated herein:

2.1.1 Six (6) month period:

SP01 Amusement Park or other place of amusement or entertainment	\$300.00
SP02 Concert Hall.....	\$300.00
SP03 Rink	\$300.00

2.1.2 Three (3) month period:

SP11 Amusement Park or other place of amusement or entertainment	\$150.00
SP12 Concert Hall.....	\$150.00
SP13 Rink	\$150.00

2.1.3 One (1) month period:

SP21 Amusement Park or other place of amusement or entertainment	\$100.00
SP22 Concert Hall.....	\$100.00
SP23 Rink	\$100.00

2.2 ONE (1) DAY TERM

Except as provided in Section 2.1 of this Part, the following listed businesses shall only be licenced for one (1) day and shall pay the fee designated herein:

SP51 Amusement Park or other place of amusement or entertainment.....	\$100.00
SP52 Auto Show.....	\$300.00
SP53 Carnival.....	\$300.00
SP54 Circus.....	\$300.00
SP55 Concert Hall	\$100.00
SP56 Dog Show	\$300.00
SP57 Exhibition	\$300.00
SP58 Itinerant Show or Entertainment.....	\$300.00
SP59 Horse Racing	\$300.00

SP60 Horse Show	\$300.00
SP61 Outdoor Special Event	\$300.00
SP62 Pony Show	\$300.00
SP63 Rink.....	\$100.00

3. PART 3 – FEES FOR BUSINESSES WITH A LICENCE PERIOD OF ONE (1) YEAR

CLASSIFICATION OF BUSINESS	LICENCE FEE
A001 ACCOUNTANT	\$200.00
A002 ADVERTISING AGENT	\$200.00
A003 AGENT	\$200.00
A004 ANIMAL HOSPITAL Provision of hospitalization for animals, including dogs and cats, on premises where no animals, including dogs and cats, are kept or boarded except as part of their hospital treatment.....	\$200.00
A005 APARTMENTS (each apartment unit)	\$ 20.00
A006 ARCHITECT	\$200.00
A007 AUCTIONEER	\$200.00
A008 AUTOMOTIVE DEALER (NEW AND USED).....	\$300.00
A009 AUTOMOTIVE GARAGE OR SERVICE STATION.....	\$240.00
A010 AUTOMOTIVE MOBILE REPAIR/SERVICE.....	\$200.00
A011 AUTOMOTIVE PARTS SUPPLIER (INCLUDING TIRES)	\$200.00
A012 AUTOMOTIVE WRECKER.....	\$200.00
A013 AUTO BODY SHOP	\$200.00
B001 BAKER	\$200.00
B002 BANK	\$600.00
B003 BARRISTER & SOLICITOR individual, partnership, firm or corporation carrying on business as Barristers and/or Solicitors, for each Barrister and/or Solicitor...	\$200.00

B004	BARBER	\$200.00
B005	BEAUTY PARLOUR, HAIRDRESSER.....	\$200.00
B006	BICYCLE SALES/REPAIRS	\$200.00
B007	BILLIARD OR POOL ROOM (EACH TABLE)	\$ 50.00
B008	BOAT BUILDER	\$200.00
B009	BOAT CHARTERER.....	\$200.00
B010	BOAT SALES/DEALER.....	\$300.00
B011	BOWLING ALLEY	\$300.00
C001	CABARET	
	For the first 25 seats	\$200.00
	For each additional seat.....	\$ 10.00
C002	CAR WASH	
	The business of a car wash, whether self-operated or not.....	\$200.00
C003	CATERER	\$200.00
C004	CHIMNEY SERVICE	\$200.00
C005	CHRISTMAS TREE VENDOR.....	\$100.00
C006	CHIROPRACTOR	
	Individual, partnership, firm or corporation carrying on business as Chiropractors, for each Chiropractor	\$200.00
C007	CLEANER	\$200.00
C008	COLLECTION AGENT	\$300.00
C014	COMMERCIAL GUEST ACCOMMODATION (per accommodation unit)	\$10.00
C009	CONSULTANT SERVICE	\$200.00
C010	CONTRACTOR – ONE OF THE FOLLOWING: Blasting, building, brick or block layer, cement or stone mason, demolition, electrician, excavator, floorer, garbage collector, glazier, heating and/or ventilation, insulating, land clearing,	

	moving, painting, plastering, plumbing, refrigeration and/or air conditioning, roofer, or sheet metal fabricating	\$200.00
C011	CONTRACTOR GENERAL OR DEVELOPER Contractor in more than one specific trade, or developer who, in the normal course of his business employs sub-contractors	\$300.00
C012	CONTRACTING (ROAD BUILDING AND PAVING) The business of a road builder or paver	\$300.00
	Each additional vehicle (over 1) under 6803 kilos GVW	\$ 40.00
	Each additional vehicle (over 1) over 6804 kilos GVW	\$ 70.00
C013	COURIER/DELIVERY SERVICE	\$200.00
D001	DANCE HALLS AND CABARET The first 25 seats	\$200.00
	Each additional seat	\$ 10.00
D002	DANCING SCHOOL/INSTRUCTOR	\$100.00
D003	DAYCARE Daycare to three (3) or more children not normally resident in t he home	\$100.00
D004	DELICATESSEN	\$200.00
D005	DELIVERY SERVICE	\$200.00
D006	DENTAL MECHANIC.....	\$200.00
D007	DENTIST Individual partnership, firm or corporation carrying on the business as Dentists, for each Dentist	\$200.00
D008	DIRECT AND DOOR TO DOOR SALES Selling, taking orders, displaying or demonstrating goods, wares or other merchandise directly to or from the public in any public place, in commercial premises or in private premises	\$300.00
D009	DOCTORS/MEDICAL SPECIALISTS Individual, partnership, firm or corporation carrying on business as Medical Doctors/Medical Specialists, for each Medical Doctor/Medical Specialist.....	\$200.00
D010	DRAFTING/DESIGNING	\$200.00

D011	DRIVING SCHOOL	\$200.00
E001	EMPLOYMENT AGENCY	\$200.00
E002	ENGINEER (PROFESSIONAL).....	\$200.00
F001	FISH OR SEAFOOD DEALER (BUILDING OR BOAT)	\$200.00
F002	FITNESS/WEIGHT LOSS CLINIC	\$200.00
F003	FLORIST.....	\$200.00
F004	FUEL DEALER (PETROLEUM OR OTHERWISE).....	\$200.00
H001	HOME OCCUPATION.....	\$200.00
I001	INSURANCE AGENT	\$240.00
J001	JANITOR/CLEANER	\$200.00
J002	JEWELLER.....	\$200.00
J003	JOB PRINTER	\$200.00
L001	LANDSCAPER OR GARDENER.....	\$200.00
L002	LAND SURVEYOR	\$200.00
L003	LAUNDROMAT	\$200.00
L004	LAUNDRY	\$200.00
L005	LOAN COMPANY/PAWN BROKER.....	\$600.00
L006	LOCKSMITH	\$200.00
M001	MACHINE/EQUIPMENT DEALER.....	\$300.00
M002	MAIL ORDER AND TELEMARKETING.....	\$200.00
M003	MANUFACTURER	
	One to six employees	\$200.00
	Seven to ten employees	\$250.00
	More than ten employees	\$300.00

M004	MARINA	
	The first 100 spaces.....	\$300.00
	Each additional space.....	\$ 4.00
M005	MOBILE HOME/RECREATIONAL VEHICLE & ACCESSORY SALES	\$300.00
M006	MOBILE VENDOR – FOOD SERVICE	\$250.00
M007	MOBILE VENDOR – ICE CREAM (BICYCLE).....	\$100.00
M008	MOBILE VENDOR – ICE CREAM (VEHICLE).....	\$250.00
M009	MORTICIAN/FUNERAL SERVICE	\$200.00
M010	MUSIC TEACHER/INSTRUCTOR.....	\$100.00
N001	NEWSPAPER.....	\$200.00
N002	NOTARY PUBLIC.....	\$200.00
O001	OPTOMETRIST	\$200.00
O002	OUTDOOR SPECIAL EVENT	\$300.00
P001	PHARMACIST	\$200.00
P002	PHOTOGRAPHER.....	\$200.00
P003	PHYSIOTHERAPIST/MESSAGE PRACTITIONER	\$200.00
P004	PUBLIC HOUSE/BEER PARLOUR/LOUNGE/NEIGHBOURHOOD PUB	
	The first 25 seats	\$200.00
	Each additional seat	\$ 10.00
R001	RADIO STATION.....	\$300.00
R002	READY-MIX CONCRETE DEALER.....	\$200.00
R003	REAL ESTATE	
	Up to five (5) licenced salespeople	\$240.00
	More than five (5) salespeople.....	\$300.00
R004	RECREATIONAL VEHICLE PARK	
	Each fully serviced parking site.....	\$ 40.00
	Each un-serviced or semi-serviced parking site.....	\$ 20.00

R005	RENTALS-TOOLS, MACHINERY & EQUIPMENT	\$200.00
R006	REPAIR SERVICES	\$200.00
R010	RESIDENTIAL GUEST ACCOMMODATION, ENTIRE UNIT (PRINCIPAL RESIDENCE)	\$200.00
R011	RESIDENTIAL GUEST ACCOMMODATION, PARTIAL UNIT (PRINCIPAL RESIDENCE)	\$200.00
R012	RESIDENTIAL GUEST ACCOMMODATION, ENTIRE UNIT (NON-PRINCIPAL RESIDENCE)	\$2,000.00
R007	RESTAURANT/CAFÉ (UNLICENCED OR LICENCED TO SELL ALCOHOLIC BEVERAGES) The first 25 seats (excluding seasonal outdoor seating)	\$200.00
	Each additional seat	\$ 8.00
R008	RESTAURANT (DRIVE-IN).....	\$200.00
R009	RETAIL Floor area of up to 1,000 sq. ft.....	\$160.00
	Each additional 100 sq. ft. or portion thereof	\$ 8.00
S001	SCRAP DEALER.....	\$200.00
S002	SECURITY SERVICE/PRIVATE INVESTIGATOR	\$200.00
S003	SEPTIC SEWAGE PUMPING SERVICE	\$200.00
S004	SHOE MAKER/SADDLERY.....	\$200.00
S005	SIGN MANUFACTURER/INSTALLER/PAINTER.....	\$200.00
S006	STORAGE/MOVING & STORAGE.....	\$300.00
T001	TAILOR/SEAMSTRESS	\$120.00
T002	THEATRE OPERATOR.....	\$240.00
T003	TRAILER COURT/MANUFACTURED HOME PARK (PER UNIT)	\$ 80.00
T004	TRAVEL AGENCY	\$200.00
T005	TRUCKING/TOWING	\$200.00

U001	UPHOLSTERER	\$200.00
V001	VEHICLES FOR HIRE (TAXI OR EQUIPMENT) Each vehicle	\$110.00
V002	VENDING MACHINES Each machine	\$ 65.00
V003	VETERINARIAN	\$200.00
W001	WATER TAXI Each boat.....	\$110.00
W002	WELDER/BLACKSMITH	\$200.00
X001	PROFESSIONS, BUSINESSES, OCCUPATIONS AND TRADES NOT HEREIN BEFORE MENTIONED From every person carrying on any profession, business, occupation, trade, calling or employment not hereinbefore enumerated, or who enters into or carries on any contract to perform any work or furnish any materials not hereinbefore enumerated.....	\$200.00

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**BUSINESS LICENCE BYLAW NO. 666
SCHEDULE "B"**

SECURITY, DEPOSITS, INSURANCE OR OTHER CERTIFICATES

I. PART 1 - SECURITY

1. NON-RESIDENT BUSINESSES REQUIRED TO POST SECURITY

Subject to the provisions of Section 501 of the *Municipal Act*, any person making application for a new licence to carry on a non-resident business of any of the following classes of businesses, namely:

Agent, Auctioneer, Direct or Door to Door Sales, Healer, Itinerant Seller, Pawn Broker, Scavenger

shall give as security to the Municipality by way of cash, negotiable securities or Letter of Credit, taken in the name of the Municipality and shall be deposited with the Licence Inspector.

2. EXEMPTION TO POST SECURITY

Pursuant to Section 502 of the *Municipal Act* an Itinerant Seller, as defined in the Consumer Protection Act, who furnishes and maintains security pursuant to that Act, together with the agents, employees or representatives he designates in writing, is exempt from the requirement to post a security.

3. AMOUNT OF SECURITY

Security required pursuant to Section 1.1 shall be One Thousand (\$1,000.00) Dollars Canadian.

4. TERM OF SECURITY DEPOSIT

Security shall be given for the period from the date the licence is issued until:

- (a) Six months after the licensee ceases to hold the licence to carry on the non-resident business; or
- (b) The date upon which the licensee is issued a licence by the Municipality to carry on the business as a resident business; or

- (c) Three consecutive years have elapsed during which no order, in accordance with Section 501, Subsection (5) of the *Municipal Act*, has been made respecting security.

II. PART 2 – INSURANCE AND INSPECTION REQUIREMENT

1. SPECIAL PERIOD LICENCE INSURANCE

No licence shall be issued for any business listed in Part 2 of Schedule “A” until the operator thereof has filed, with the Licence Inspector, evidence of his holding a Comprehensive Liability Policy of Insurance for \$2,000,000.00 indemnifying the Municipality against all loss, cost, damages or expenses incurred or sustained by or recovered against the Municipality by reason of holding the said event.

2. OUTDOOR SPECIAL EVENTS

Where events are to be held on public lands, organizations shall provide proof of Public Liability Insurance with the Town as an additional named insured in the amount of not less than \$2,000,000.00.

3. MOBILE VENDORS

Applicants for a Mobile Vendor – Food Service or a Mobile Vendor – Ice Cream (vehicle) Licence shall provide the Licence Inspector with Proof of Public Liability Insurance in the amount of not less than \$2,000,000.00.

4. INSPECTION CERTIFICATE

No licence shall be issued for any business listed in Part 2 of Schedule “A” which provides rides, machines or equipment used by the public unless a current Inspection Certificate from the Provincial Authority Having Jurisdiction has been first submitted by the applicant for such licence to the Licence Inspector. Such certificate shall identify all rides, machines or equipment which it certifies.

5. TRADES QUALIFICATION CERTIFICATES

Where Trades Qualifications are required by law for the performance of any work, proof of such qualification shall be filed with the Licence Inspector.

III. PART 3 – DAMAGE AND CLEAN-UP DEPOSITS

The applicants for events to be held on public property shall pay over to the Town's Collector "damage and clean-up" deposit in an amount not exceeding \$500.00 which shall be refunded at the end of the event provided no damage has occurred or damage has been repaired to the Town's satisfaction and clean-up has been satisfactorily carried out and the Town had not had to effect such clean-up in which case the cost of effecting the clean-up shall be off-set against the deposit.

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**BUSINESS LICENCE BYLAW NO. 666
SCHEDULE "C"**

OFFENCES AND FINES

Section	Designated Expression	Fine
<i>Part II, s. 11(a)</i>	<i>Failure to Post/Display Business License</i>	<i>\$100</i>
<i>Part II, s. 11(b)</i>	<i>Failure to Produce Business License</i>	<i>\$100</i>
<i>Part II, s. 11(c)</i>	<i>Failure to Produce Business License Within 24 Hours</i>	<i>\$100</i>

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**TOWN OF GIBSONS
BUSINESS LICENCE BYLAW 666
APPLICATION FOR BUSINESS LICENCE**

APPLICANT'S INFORMATION

APPLICANT'S NAME: _____
STREET ADDRESS: _____
MAILING ADDRESS: _____
TELEPHONE NO.: _____
CELL PHONE NO.: _____
EMAIL: _____

BUSINESS INFORMATION

BUSINESS NAME: _____
OWNER/MANAGER (IF DIFFERENT FROM APPLICANT) _____
BUSINESS MAILING ADDRESS: _____
BUSINESS LOCATION: _____
BUSINESS PHONE NO.: _____
CELL PHONE NO.: _____
TYPE OF BUSINESS: _____
NO. OF EMPLOYEES: _____
FLOOR AREA TO BE USED (RETAIL): _____
NO. SEATS (RESTAURANT): _____
NO. UNITS (COMMERCIAL GUEST ACCOMMODATION/APARTMENT): _____

I/we hereby apply for a Town of Gibsons' business licence in accordance with the particulars as above stated and declare that all statements made in the application are true and correct. I/we will abide by all the bylaws now in force or which hereafter come into force in the Town of Gibsons. I/we will notify the Town of Gibsons of any changes in the above stated particulars. I understand that any alterations made to signs or new signage/sandwich boards in conjunction with the business requires a sign permit.

Signature of Applicant

Date

The personal information collected on this form is done so pursuant to the Community Charter and/or the Local Government Act and in accordance with the Freedom of Information and Protection of Privacy Act. The personal information collected herein will be used only for the purpose of processing this application or request and for no other purpose unless its release is authorized by its owner, the information is part of a record series commonly available to the public or is compelled by a Court or an agent duly authorized under another Act. Further information may be obtained by speaking with the Town's Corporate Officer at 604-886-2274 or 474 South Fletcher Road, Gibsons.

.....

OFFICE USE ONLY

APPROVALS REQUIRED	NO	YES	DATE	COMMENTS
Building Inspection				
Fire Review (GDVFD)				
Health Inspection (VCH)				
Zoning Check				

APPROVED

NOT APPROVED

Date:

Date:

Fee Amount:

Reason:

Inter-Community Business Licence (Y/N):

Date Referred to Council:

Class Code:

Decision:

Licence Number:

Conditions of Approval:

LICENCE INSPECTOR Signature
(Signature constitutes authority to issue licence)

SCHEDULE "C"
TO TOWN OF GIBSONS
BUSINESS LICENCE BYLAW NO. 666, 1992

OFFENCES AND FINES

Section	Designated Expression	Fine
Part II, s. 1	No Business Licence	\$200
Part II, s. 6(b)	Prevent Entry of Licence Inspector	\$300
Part II, s. 8(c)	Failure to Transfer Licence	\$200
Part II, s. 9(a)	More Than One Business Under One Licence	\$200
Part II, s. 9(b)	Selling/Soliciting After Hours	\$200
Part II, s. 9(c)(i)	Sell Goods on Highway/Parking Area Without Licence	\$200
Part II, s. 9(c)(ii)	Canvas/Solicit Business Without Licence	\$200