

Report

Date July 17, 2024

File: 3900-50

Subject Business Licence Bylaw and Delegation of Authority Bylaw Amendments

PURPOSE

To introduce amendments to the Business Licence Bylaw and Delegation of Authority Bylaw to align with Council and Committee Procedures Bylaw No. 3945.

BACKGROUND

On April 17, 2024, Council was presented with Council and Committee Procedures Bylaw No. 3945 for first three readings. Council amended section 7.21 to replace "Mayor" with "Presiding Member" as the person authorized to terminate an address by a member of the public during the Public Input period at a Council or Committee of the Whole meeting prior to giving the bylaw third reading as amended. Council made further amendments to Bylaw No. 3945 at the June 19, 2024, regular Council meeting.

The report that was presented at April 17, 2024, meeting advised Council that amendments to Business Licence Bylaw No. 3153, Delegation of Authority Bylaw No. 3814, the Public Hearing Procedures Policy, the Public Input and Meeting Conduct Policy, and the Council Advisory Body Policy would be required to align with the changes made in Council and Committee Procedures Bylaw No. 3945 and would come forward at the same meeting where Council considered adoption of Bylaw No. 3945.

DISCUSSION

The changes made to the policies identified above will be brought forward to a future Council meeting to ensure that all staff impacted by the changes have had sufficient time to review the revisions prior to presenting them to Council.

Business Licence Amendment Bylaw No. 3962

As the procedures for reconsideration of the Business Licence Inspector's decision are located in both the [Delegation of Authority Bylaw](#) (section 7) and the [Business Licence Bylaw](#) (section 8), staff is proposing that the procedures within the Business Licence Bylaw be deleted in Business Licence Amendment Bylaw No. 3962, 2024 (Attachment 1).

Delegation of Authority Amendment Bylaw No. 3963

A couple of updates are being proposed in Delegation of Authority Amendment Bylaw No. 3963, 2024 (Attachment 2) to (1) update the meeting type for Council reconsiderations to align with Council and Committee Procedures Bylaw No. 3945 and (2) update the titles in the definition for "Authorized 200k Purchaser" to reflect current titles.

Sections 7(2)(b), 7(2)(c)(i), 23(2)(b) and 23(2)(c)(i) have been updated by adding "Public and Statutory Hearing meeting" as an option for Council reconsiderations.

The following titles were updated in the definition for "Authorized 200k Purchaser":

- Replaced Deputy Chief Administrative Officer with the General Manager of Corporate Services and Community Relations and the General Manager of Planning, Development and Community Services
- Removed Chief Information Officer since the title is now Director of Information Technology and Business Solutions.

OPTIONS

1. **(Recommended Option)** Proceed with the bylaw amendments as presented.

THAT Council:

1. Give first, second and third readings to Business Licence Amendment Bylaw No. 3962, 2024.
2. Give first, second and third readings to Delegation of Authority Amendment Bylaw No. 3963, 2024; and,

2. Refer the bylaw amendments to a Committee of the Whole meeting for further discussion and direction to staff.

THAT Council refer Delegation of Authority Amendment Bylaw No. 3963, 2024, and Business Licence Amendment Bylaw No. 3962, 2024, to the next Committee of the Whole meeting for further discussion and recommendation to Council.

IMPLICATIONS

Although some of the same rules regarding public input are currently contained in the Public Input and Meeting Conduct Policy and will be in the Council and Committee Procedures Bylaw (if adopted), there are no conflicts as the five-speaker limit is the same in both the policy and bylaw, so the delay to policy amendment will have no impact once the bylaw is adopted.

RECOMMENDATION

- (1) THAT Council give first, second and third readings to Business Licence Amendment Bylaw No. 3962, 2024.
- (2) THAT Council give first, second and third readings to Delegation of Authority Amendment Bylaw No. 3963, 2024.

Report prepared by:



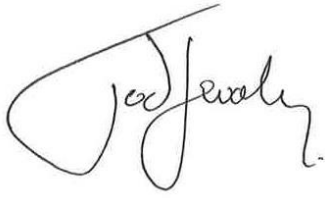
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Report reviewed by:



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Approved to be forwarded to Council:



Ted Swabey
Chief Administrative Officer

Attachments:

- (1) Business Licence Amendment Bylaw No. 3962, 2024
- (2) Delegation of Authority Amendment Bylaw No. 3963, 2024