

MEMO

To: **Mayor and Council**
From: **Natalie Bray, Clerk**
Date: **October 25, 2021**
Subject: **Business Licence/Registration Update**

Further to the direction to introduce a Business Licence Bylaw, staff is seeking clarity and direction from the committee on some key components.

The basic guiding principles of business licencing by a municipality are to ensure the health and well-being of residents, support quality of life and to protect consumers and business operators. The by-law will aim to ensure that businesses will follow regulations, building, fire and other community safety requirements and are zoned appropriately.

The primary purpose of business licensing within a municipality is to encourage and support legitimate business within the community whereby business owners/operators fully understand the purpose for and requirements of their business licence and are held accountable through regulatory inspections upon application and over time.

Staff had begun this project with the intent to introduce Business Licencing for all businesses in the City of Elliot Lake, however, after researching other municipalities and through discussions with the city's solicitor we are before the committee today to recommend a phased-in approach.

The initial intent to introduce a business licence for all businesses lead to discussion with our legal team as to why. What was the purpose of the licence? What are we trying to regulate? The second larger discussion was around how. We don't currently have the resources to implement a project of this size and would require additional manpower, software, etc.

Through researching other municipalities a common trend was to have different categories of businesses with different requirements and different fees. Under the *Municipal Act* the City may exercise its licensing powers under Section 150 including imposing conditions for the following reasons:

- health & safety, and/or
- nuisance control, and/or
- consumer protection.

If the committee is in agreement with this approach staff will continue to work in this direction bringing back to the committee categories of businesses we feel would be in the best interest of the community to licence and a mechanism in which we can successfully implement a Business Licencing Bylaw in the City of Elliot Lake.



Natalie Bray
Director of Clerks and Planning Services