



Special Council Agenda

The agenda for the **Special Meeting of Council** to be held in the **Training Room** of Fire Station No. 1, 33330 – 7th Avenue, Mission, British Columbia on Monday, March 26, 2018 commencing at 1:00 p.m.

1. CALL TO ORDER

2. ADOPTION OF AGENDA

3. NEW BUSINESS

(a) Business Licence Fee Review

i. Presentation By Staff

- Introduction
- Review Planned Rates (Including Special Event and Unit Rates)
- Survey #1 Results
- Survey #2 Results
- General Project Update
- Next Steps

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ii. Discussion, Comments, Questions

4. ADJOURNMENT

Level 1 - \$250/year

Caterer/Concession: From every person carrying on the business of a caterer or concession. Caterer means any person engaged in the preparing or serving of food or drink for consumption at Premises other than where that person carries on the Business, but excludes Mobile Food Vendors, Mobile Ice Cream Vendors, and Businesses that prepare food for take-out.

Christmas Tree Sales: From every person carrying on the business of Christmas tree sales.

Consulting, Personal, Technical or Contracting Services - Home Based Only: From every person carrying on the business of a consulting, personal or technical service not being a professional practice. Home Based means the business is carried out in the business owner's primary residence and shall be entirely enclosed within a Building. Any business not meeting the specifications of the District of Mission's Home Occupation Use (Zoning Bylaw 5050-2009 Section 107) is included in Level 2.

archaeologist	auctioneer	accounting/bookkeeper
barber/hairdresser	biologist	business analyst
craft manufacturing	data processor	dental mechanic
designer or draughtsman	escort worker	income tax service
optician	photographer	printer or publisher
project manager	TV or radio repair	travel agent

Daycare for 2 or less children: Daycare Business in this category is restricted to two (2) or fewer children in the businesses care at any one time and means a Business that provides daycare, pre-school or playschool in the business owner's home.

Farm Retail: means an area of land whose primary use is for 'farming' and which consists of one or more Lots, all of which are operated by a farm owner and managed as a single business unit; and Is classified as a Farm under the BC Assessment Act, as amended or replaced from time to time. Farm Retail Sales use means a use approved by the Agricultural Land commission where applicable, accessory to an agricultural use providing for the retail sales of agricultural products which are produced on the same farm operation or at least 50% of the retail sales area is limited to the sale of farm products produced on the farm on which the retail sales are taking place; excludes areas such as washrooms, offices, and storage areas not accessible to the public.

Funeral Home/Crematorium: From every person carrying on the business of a funeral home or crematorium.

Pet Services: excluding retail sales All pet services performed as a home based business only. If the business requires the use of a secondary building that is not on the same property as the business owner's principle residence then the business is a Level 2 business and subject to the fee of retail.

Kennel	Pet grooming	Pet Spa	Dog Walking
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Level 2 - \$360/year

Arcade, games room, cyber games: "Arcade" means Premises where more Amusement Machines are made available to members of the public for a fee. "Cyber Centre" means any Premises that have available for the use of its patrons for a fee, computer terminals or other electronic devices that provide or are capable of providing access to the internet or other computer network systems, but does not include a school, college, university or other educational institution or a public library. "Games Room" means any Premises where patrons pay a fee to participate in board games, escape games or card games. Excludes the purchase or sale of lottery tickets pursuant to a government lottery scheme.

Auto Wash: means any premises where Automobile Cleaning, Auto Washing or Auto Detailing is undertaken either by employees or patrons. This category excludes service stations or auto repair outlets that provide this service in addition to their primary service.

Automobile Repair/Garage: From every person carrying on the business of repairing and servicing motor vehicles and/or the sale of motor vehicle fuel. Businesses in this category with an attached convenience store must be issued a business licence under Level 3 Service Station with Convenience Store.

Bakery: A bakery, baker's shop or bake shop means an establishment that produces and sells flour or flour alternative-based food baked in an oven such as bread, cookies, cakes, pastries, and pies.

Consulting, Personal, Technical or Contracting Services - Not Home Based: From every person carrying on the business of a consulting, personal or technical service within the District of Mission and not being a professional practice. If the business is carried out in the business owner's primary residence and meets the specifications of the District of Mission's Home Occupation Use (Zoning Bylaw 5050-2009 Section 107) then the business shall be classified under Level 1.

archaeologist	athletic instructor	auctioneer
accounting/bookkeeper	barber/hairdresser	biologist
business analyst	civil works	cladding or siding
concrete finish	data processor	dental mechanic
designer or draughtsman	drywall	electrical
excavating	finish	flooring
framing	Home Cleaning	HVAC
income tax service	insulation	land clearing
locksmith	masonry	midwife
optician	painting	paving
photographer	plumbing	printer or publisher
project manager	roofing	security guard
TV or radio repair	travel agent	wrecking

Bottle Depot: Bottle Depot means any premises where bottles are submitted for a deposit refund, but does not include a grocery store or a liquor retail store.

Campground - private: means a privately owned location where fees are charged for tent or trailer sites.

Community College: means a nonresidential college offering courses for a fee.

Equestrian Centre, Riding School or Stable: operating as a business

Equipment Rental: including roll off bins and shipping containers.

Exhibitions, carnivals, circus: From every person carrying on the business of an exhibition, carnival or circus.

Film Production: means the Business of casting, shooting, directing, editing, or distributing a motion picture and/or the filming of actors or scenes intended for broadcast or viewing on television, video, or theatre.

Fitness Centre, Gym, Yoga Studio: means the use of a premises for the development, on a one-to-one basis or in a group session, of physical fitness including health centers, gymnasia, racket and ball courts, reducing salons, yoga, Pilates, weight loss, dance, self-defense, and sports.

Food Truck: means a person who, either on his own account or as an officer, servant, or agent of another, sells or offers for sale goods or food from a mobile truck or other vehicle.

Golf Course: Includes driving ranges, practice areas, instruction academies
Home Occupations (not included in Level 1)

Home Security, Home Automation: Includes cyber security, home security sales and monitoring, home automation.

Insurance Agent: From every person carrying on the business of an insurance agent.

Laundromat, Laundry Service, Dry Cleaner: Means any building or premises wherein the business of washing or cleaning clothes or other fabrics is carried on, or wherein the business of supplying linen to others is carried on.

Nursery: a business that grows, stores and sells plants, trees, shrubs and other gardening or landscaping related goods. This category excludes any growing, storage or sale of any and all goods related to or supporting recreational marijuana including marijuana seeds, plants or implements normally used to grow or consume recreational marijuana. Any business related to recreational marijuana is included in Level 5.

Fee Parking Facility: Means an area of land or any building or part thereof where the parking of motor vehicles is provided for a fee as a stand-alone business. Fee Parking Facility excludes areas provided specifically for customers of a Business licenced under a separate category, or tenants of a building other than a building used exclusively for residential purposes.

Pest Control: From every person carrying on the business of pest control.

Professional Practitioner: PROFESSIONAL means any person engaged in the business of performing or offering to perform the services of a profession that is subject to occupational regulation by an enactment of the Province of British Columbia, including those professions that are subject to a self-regulating college or authority.

accountant	appraiser	architect
barrister and solicitor	chiropractor	dentist
engineer	land surveyor	notary public
optometrist	physician	Pharmacist
veterinarian		

Restaurant without liquor or drive through window: Means a place where food or drink is prepared and offered for sale to the public for consumption on the premises. This category excludes restaurants classed liquor primary and any restaurant with an exterior window which enables customers to order, collect, and pay for food while remaining in their vehicles.

Retail Other: Retail Other means a Business engaged primarily in retail sales and not described in any other category.

Mini Storage: A facility where goods are stored for a fee to the user. This category excludes any facility engaged in the storage or growing of flora or fauna.

Security Service - a business managing security guards or that dispatches security guards. Individual security guards are licenced in Level 1 if they contract their service from their home based business or in Level 2 if they have a store front.

Tattoo Parlour: From every person carrying on the business of a tattoo parlour.

Taxicab: From every person carrying on the business of a taxicab excluding sharing economy operators which are categorized in Level 3.

Towing Company: from every person carrying on a business of a towing service with or without a storage facility.

Business Trade or Technology School: means a premise used for the business of giving instruction in the learning of a business, trade or occupation.

Trucker: from every person carrying on the business of a trucker.

Used Goods (excluding non-profit) means a business involved in the sale of used household related items but excludes the sale of used vehicles, recycling depots, pawn shops and antique stores. If the business is involved in the sale or recycling of electronics, jewelry, tools, sporting goods or equipment it must also pay for and install the Regional Automated Property Information Database or RAPID system to track and monitor for stolen goods.

Level 3 - \$1,490/year

Adult Care/Nursing Home: means a building where care or assistance is provided for a fee for persons who, on account of age, infirmity or physical disability, require personal care or assistance.

Auto Body Repair Shop: From every person carrying on the business of an auto body repair shop.

Automobile/Motorboat and recreation vehicle dealer: from all persons operating a business selling automobiles, motor boats, motor bikes, snow mobiles, ATVs, recreational vehicles and trailers.

Auto Rental: from all persons carrying on the business of auto rental. This category excludes car sharing companies which are captured under the category Sharing Economy.

Auto wrecker: From every person carrying on the business of a motor vehicle wrecker, including the sale of used auto parts

Bank: means financial Institution including Bank, Credit Union, Trust, Mortgage or Loan Company. This category excludes cheque cashing businesses and businesses that take goods on hold for loan or goods in exchange.

Call Centre: from all persons carrying on the business of a call centre.

Fire Arms Dealer and/or Ammunition Sales: means any business that sells or buys firearms, guns, weapons and ammunition.

Firing Range/Shooting Gallery: means any building, room or place where the shooting or firing of any gun, rifle, or similar device is permitted for hire or gain, whether the said building, room or place is devoted exclusively to the shooting of guns, rifles or similar devices or not.

Fireworks Sales: means any person who engages in the business of display, distribution or sale of fireworks to the general public.

Hotel, Cabaret or Neighbourhood Pub: From every person carrying on the business of a Hotel, Cabaret or Neighbourhood Pub. This category excludes apartment buildings, house rentals, commercial building rental or management, multi-family residential rental and sharing economy rentals.

Land Developer: means any person carrying on the business of a developer but excludes a home-owner adding density to their own property.

Liquor Retail Store: means a business that sells liquor at retail to customers for consumption off the premises.

Manufacturer, Processor, Recycler, Potable Water Processing/Delivery: means the business of assembling, fabricating, processing, altering or finishing any goods including businesses bottling and/or delivering potable water for retail or wholesale use.

Medical Diagnostic Laboratory: A medical laboratory or clinical laboratory where tests are usually done on clinical specimens in order to obtain information about the health of a patient as pertaining to the diagnosis, treatment, and prevention of disease.

Pharmacy: means any person carrying on the business of a pharmacy; a place where medicines are compounded or dispensed.

Preschool, Family Day Care, Group Day Care, Child Minding, Out of school care, Specialized Day Care: means a community care facility as defined by the Community Care Facility Act that provides personal care to three or more children. **Personal care facility:** means a building where care or assistance is provided for three or more persons who, on account of age, infirmity or physical disability, require personal care or assistance.

Race Track: means a path or road, usually circular and with a hard surface, on which runners, cars, bicycles, animals, etc. race, or the area that includes this path and buildings around it.

Realtor: means a person licensed or required to be licensed as real estate agent under the Real Estate Act, R.S.B.C. 1996. c. 397.

Recovery Home: means a building that contains sleeping units for House persons receiving care and support for recovery from alcohol and drug dependency.

Rental Property - Apartment Building: means a building with more than four (4) dwelling units, occupied or intended to be occupied, as rental dwelling units for periods of not less than 30 days;

Rental Property - House: A property from which the owner, not living on the property, receives payment from the occupant(s) in return for occupying or using the property. House means a single family structure that is not divided into multiple residential units.

Rental Property - Multi Family Residential: A property from which the owner, who may or may not live in one of the units, receives payment from the occupant(s) in return for occupying or using the properties. Multi-family means a structure divided into multiple residential units such as a duplex, fourplex, etc. This category excludes a house where the owner lives in one part of the house and rents out smaller units of the same house as secondary living units or secondary suites. Secondary suites are covered under a separate bylaw.

Rental Property - Commercial: means an area of land or any building or part thereof provided specifically for Business or commercial use, or tenants of a building other than a building used exclusively for residential purposes.

Restaurant/Fast Food Outlet with Drive Through: means a restaurant that has an exterior window which enables customers to order, collect, and pay for food while remaining in their vehicles.

Restaurant Serving Liquor: means a restaurant or food primary that also serves liquor.

Sand and Gravel: from every person carrying on the business of extracting sand, gravel or soil.

Sharing Economy: means a service that provides the general public with an opportunity to rent a good through an automated system, on a short-term basis. This category includes bike share, care share, ride hailing, tool or equipment sharing.

Trailer Park, Mobile Home Park: means real property under single ownership that is used as the location for two or more manufactured homes that are, or are intended to be, occupied as dwellings

Tobacconist, smoke/vape shop: from every person carrying on the business of selling tobacco, e-cigarette and vaporizing products. Excludes the sale of recreational marijuana which is categorized in Level 5.

Service Station with convenience/Convenience store: Service Station with convenience means a retail premises for the sale of motor fuels or lubrication oils and includes, as accessory uses, the washing of automobiles, the servicing or repair of motor vehicles, the sale of automobile accessories, the rental of trailers and motor vehicles and operation of a convenience store, but excludes all other sales and services and auto body repair. "**Convenience Store**" means a use devoted to the retail sale of groceries, perishable items, household items, domestic supplies, convenience goods, and related accessory uses.

Vacation Rental Property e.g.: Air B&B, VRBO: means a residential property used for short-term vacation style rentals

Level 4 - \$5,800/year

Retail and/or Wholesale Merchant with floor space greater than 1858 square meters: means a Business engaged primarily in retail sales with a retail premises (including attached or remote storage space) greater than 1858 square meters.

Level 5 - \$10,000/year

Casino: means the use of premises for the purpose of playing or operating games of chance or mixed chance and skill on which money may be wagered and for which authority has been given under the Gambling Control Act of British Columbia or successor Act, but does not include player-operated video lottery terminals, bingo halls, pari-mutuel betting, non-player-operated video lottery terminals

Social Escort Service: means any person who carries on the business of providing, or offering to provide, the services or the names of persons to act as escorts for other persons

Marijuana: any person who carries on a business in which the growth, use, processing, sale or any other business associated with marijuana for recreational purposes is advocated.

Methadone Clinic: means a clinic providing methadone to patients

Pawn Broker, Gold Trader, Cheque Cashing Centre: means a person who carries on the business of taking property in pawn, or who operates a pawnbroker's premises, or who operates a premises used for the business of loaning money at interest on the security of personal property deposited. **Cheque Cashing Centre** means a premise where the business of cashing cheques or negotiable instruments for a fee charged or chargeable to the payee of the cheque or the payee's agent is carried on, but does not include a bank. **Gold Trader** means a person who carries on a business where cash or other negotiable instruments are traded for gold, jewelry or other hard goods.

Level 6

Non Profit: a person or organization operating in the District of Mission which falls under the definition of 'business' as noted in this bylaw are required to obtain an annual business license. To qualify the organization must provide its non-profit registration number on the business licence application.

Per Unit or Event Licences

Vending Machine \$15.00 each: means any machine or device that:(a)is operated by or requires for the operation thereof the insertion of a coin, token, currency of any kind, credit card, or bank card, and (b) sells or dispenses a service or goods, or provides music recreation, or amusement of any kind whatsoever but excludes machines within a business licenced under Arcade, Games Room or Cyber Game facility.

Lottery Terminal \$50.00 each: means lottery ticket vending equipment located at the point of sale where lottery purchases are transacted and the equipment is operated by a person contracted by BCLC to sell lottery tickets and provide lottery Services at a retail location, or a person who is an employee or volunteer of a retail location contracted by BCLC and is authorized to operate a lottery terminal or is involved in the handling, selling and/or validation of lottery products.

ATM/Bank Machine/Cash Machine \$100.00 each: means a machine that permits a customer to access and use certain financial services customarily provided by a Financial Institution, and includes such a machine that is located in or affixed to any Premises.

Special Event/Show/Trade Show/Exhibition – Organizer \$100.00 per: means the organizer or coordinator of a circus, concert, temporary amusement park, horse show, farm market, trade show, exhibition, festival, race, gathering or other itinerant show or entertainment on public or private property including roadways, rights of way, parks and crown land. Registered non-profit organizations organizing or coordinating a special event are required to apply for an event licence but at a zero value cost and must provide their non-profit registration number on the event licence application form.

Per Table or Booth - Vendor \$10.00 each (excluding food trucks): means any stall, table, space, division or compartment individually rented, occupied or operated for the purpose of displaying or selling merchandise at a special event, show, trade show or exhibition. The purchase of this business licence allows the vendor to operate at any event within the year the business licence is applicable to.