

### Further Recommendations for a New Business Licence Bylaw

In May of 2019, Administration presented **Report CR\_6608** to the Urban Planning Committee, which outlined 23 recommendations for the general framework and fee structure for the new Business Licence Bylaw across the following six themes:

1. Licence Application
2. Licence Classification and Fees
3. Licence Renewal
4. Licence Reviews
5. Enforcement
6. Other Recommendations.

This attachment to **Report CR\_7581** outlines 35 further recommendations for the new Business Licence Bylaw, this time with emphasis on changes to business licence categories. These recommendations are organized into six additional themes (numbered 7 through 12) as follows:

7. General Changes to Categories
8. Food, Drink, and Entertainment
9. Goods Buyers and Sellers
10. Adult and Personal Services
11. Vehicles and Equipment
12. Property Leasing

## 7. General Changes to Categories

| Recommendation |                                                                                                                                                                                                                                                                                                                                                                                   | Bylaw Outline                                                                                         | What is Changing?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Efficiency / Reduce Barriers | Regulatory Compliance / Alignment | Clarity & Decision-Making | Data Integrity |
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| 7-1            | <ul style="list-style-type: none"> <li>A private club is required to have a business licence with the appropriate licence category(ies) for the type of business being operated.</li> </ul>                                                                                                                                                                                       | Part I - Purpose, Definitions, and Interpretation                                                     | <ul style="list-style-type: none"> <li>Currently, some private club operators are not aware that they require licences, or believe they are exempt from licence application and renewal requirements.</li> <li>The current requirement is not changing; however, it will be made more explicit.</li> </ul>                                                                                                                                                                                                                                                                                                                     |                              |                                   | <input type="checkbox"/>  |                |
| 7-2            | <ul style="list-style-type: none"> <li>Where provincial or federal legislation prohibits a municipality from issuing a business licence to a business that does not have a required provincial or federal approval, an applicant must provide proof of approval before a licence may be issued.</li> </ul>                                                                        | Part II - Licensing<br><br>Schedule A - Business Licence Categories, Consultations, and Notifications | <ul style="list-style-type: none"> <li>Currently this requirement only exists for cannabis businesses; and vehicle sales, rental, repair businesses.</li> <li>This change brings the City into compliance with Section 108 of the Consumer Protection Act (Alberta).</li> </ul>                                                                                                                                                                                                                                                                                                                                                |                              | <input type="checkbox"/>          | <input type="checkbox"/>  |                |
| 7-3            | <ul style="list-style-type: none"> <li>A licence may be issued or renewed for either one or two years.</li> <li>A small discount will apply to two-year licences.</li> <li>The City Manager may refuse to issue a two-year licence. <ul style="list-style-type: none"> <li>An applicant or licensee cannot appeal a decision to refuse a two-year licence.</li> </ul> </li> </ul> | Part II - Licensing                                                                                   | <ul style="list-style-type: none"> <li>Currently most licences may only be issued for one year at a time, and must be renewed annually.</li> <li>Businesses will have the option of renewing every two years instead.</li> </ul> <p><i>Note: A recommendation for a two-year licence was originally presented to the Urban Planning Committee in May of 2019 (report CR_6608, recommendation 6-3). The original recommendation limited the two-year option only to those businesses not identified under Part IV of the Bylaw. Administration is now proposing to extend the two-year option to <u>all</u> businesses.</i></p> | <input type="checkbox"/>     | <input type="checkbox"/>          |                           |                |
| 7-4            | <ul style="list-style-type: none"> <li>Any business that is required to provide Police Information Checks (PIC) when applying for, or renewing a business licence, must notify the City of any change in key leadership roles that occur during the term of the licence, and provide up-to-date PICs.</li> </ul>                                                                  | Part V - Category-Specific Regulations                                                                | <ul style="list-style-type: none"> <li>This is a new requirement that supports law enforcement partners with respect to public safety.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                              | <input type="checkbox"/>          |                           |                |

| Recommendation |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | Bylaw Outline                                                                                                                       | What is Changing?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | Efficiency /<br>Reduce<br>Barriers | Regulatory<br>Compliance<br>/ Alignment | Clarity &<br>Decision-<br>Making | Data<br>Integrity        |
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| 7-5            | <ul style="list-style-type: none"> <li>When applying for, or renewing a licence that requires Police Information Checks (PIC), the business may provide clear and complete copies of PICs from the Edmonton Police Service (EPS).</li> <li>The City Manager has the discretion to waive a required PIC if: <ul style="list-style-type: none"> <li>The individual has already supplied a PIC for another licensed business in the previous 12 months, or</li> <li>The individual is removed from the general operation of the business.</li> </ul> </li> </ul>                                                                                                 | Part II - Licensing                                                                                                                 | <ul style="list-style-type: none"> <li>Currently the bylaw requires original PICs from primary managers, directors, officers, owners, and partners when applying for or renewing a licence that requires PICs.</li> <li>This change reduces the number of PICs that a business must provide, while supporting law enforcement partners with respect to public safety.</li> </ul>                                                                                                                                                                                                                                                                                                                                              | <input type="checkbox"/>           | <input type="checkbox"/>                |                                  |                          |
| 7-6            | <ul style="list-style-type: none"> <li>Revised category names and descriptions limit opportunities for business activities to be interpreted under more than one category.</li> <li>Some categories identify business activities that are excluded from the corresponding category.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                | Schedule A - Business Licence Categories, Consultations, and Notifications                                                          | <ul style="list-style-type: none"> <li>Many current category descriptions are broadly worded and allow for business activities to be interpreted under a less restrictive category, resulting in missed consultations, notifications, or other approvals. <ul style="list-style-type: none"> <li>E.g. Sale of used vehicles could be interpreted under Second Hand Store or Vehicle Sales.</li> </ul> </li> <li>This change makes the categories easier to interpret, and reduces opportunities for businesses to be categorized incorrectly.</li> </ul>                                                                                                                                                                      | <input type="checkbox"/>           | <input type="checkbox"/>                | <input type="checkbox"/>         | <input type="checkbox"/> |
| 7-7            | <ul style="list-style-type: none"> <li>Category names and descriptions emphasize the business activities and de-emphasize the business premises to include various ways of conducting business. <ul style="list-style-type: none"> <li>E.g. Second Hand Dealer, Pawnbroker, Retail Sales, etc.</li> </ul> </li> <li>The bylaw acknowledges that e-Commerce businesses operating in Edmonton require a business licence. <ul style="list-style-type: none"> <li>The requirement is based on the point of sale (i.e. the business location) regardless of whether products or services are sold to customers outside of Edmonton or not.</li> </ul> </li> </ul> | Part I - Purpose, Definitions, and Interpretation<br><br>Schedule A - Business Licence Categories, Consultations, and Notifications | <ul style="list-style-type: none"> <li>Many current categories are constrained by their names and descriptions to a traditional brick-and-mortar. <ul style="list-style-type: none"> <li>E.g. Second Hand Store, Pawn Shop, Retail Store</li> <li>More modern iterations are licensed under General Business, which does not provide useful data, and does not include any consultations or notifications.</li> </ul> </li> <li>Some e-Commerce businesses are not aware that they require licences.</li> <li>This change ensures business activities that are not conducted within a traditional brick-and-mortar are properly licensed, and makes licensing requirements for eCommerce businesses more explicit.</li> </ul> | <input type="checkbox"/>           | <input type="checkbox"/>                | <input type="checkbox"/>         | <input type="checkbox"/> |

| Recommendation |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Bylaw Outline                                                              | What is Changing?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Efficiency / Reduce Barriers | Regulatory Compliance / Alignment | Clarity & Decision-Making | Data Integrity           |
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| 7-8            | <ul style="list-style-type: none"><li>Most businesses currently licensed under General Business or General Industrial are licensed under one of the following new categories:<ul style="list-style-type: none"><li>Professional Service / Administration Office<ul style="list-style-type: none"><li>E.g. Consultants, recruiters, designers, property managers, etc.</li></ul></li><li>Financial Service<ul style="list-style-type: none"><li>E.g. Payday lenders, debt collectors, mortgage brokers, bookkeepers, etc.</li></ul></li><li>Wholesale, Warehouse, and Storage<ul style="list-style-type: none"><li>E.g. Business-to-business distributors, self-storage facilities, etc.</li></ul></li><li>Manufacturing / Fabrication<ul style="list-style-type: none"><li>E.g. Furniture builders, paint and powder coating, factories, industrial artists</li></ul></li></ul></li><li>Consultation with Fire Rescue Services for Wholesale, Warehouse, and Storage; and Manufacturing / Fabrication categories.</li><li>General Business will be used to license the exceptions.</li></ul> | Schedule A - Business Licence Categories, Consultations, and Notifications | <ul style="list-style-type: none"><li>These businesses are currently licensed under General Business or General Industrial<ul style="list-style-type: none"><li>30% of total businesses licensed under General Business</li><li>9% of total businesses licensed under General Industrial</li></ul></li><li>This change moves most businesses licensed under General Business or General Industrial into a more descriptive category, and supports regulatory partners with respect to fire prevention.</li><li>General Business will be used to license businesses that do not align with a more descriptive category (exceptions), and monitored to quickly identify trends in new and emerging business.</li></ul> |                              |                                   | <input type="checkbox"/>  | <input type="checkbox"/> |
| 7-9            | <ul style="list-style-type: none"><li>Underutilized categories with similar descriptions and requirements are consolidated into the following new categories:<ul style="list-style-type: none"><li>Animal Breeding and Boarding Establishment category consolidates all businesses with animals on the premises.<ul style="list-style-type: none"><li>Consultation with Fire Rescue Services (FRS).</li></ul></li><li>Bingo / Casino consolidates bingo halls and casinos.<ul style="list-style-type: none"><li>Notification to Alberta Gaming, Liquor, and Cannabis (AGLC) and Alberta Health Services (AHS).</li><li>Consultation with Fire Rescue Services.</li></ul></li></ul></li></ul>                                                                                                                                                                                                                                                                                                                                                                                                 | Schedule A - Business Licence Categories, Consultations, and Notifications | <ul style="list-style-type: none"><li>Currently there are two categories with similar requirements used to license businesses with animals.</li><li>Currently there are two categories with similar requirements used to license gaming establishments (bingo halls and casinos).</li><li>This change eliminates redundant categories, and supports regulatory partners with respect to liquor control and fire prevention.</li></ul>                                                                                                                                                                                                                                                                                |                              | <input type="checkbox"/>          | <input type="checkbox"/>  | <input type="checkbox"/> |

8. Food, Drink, and Entertainment

| Recommendation |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Bylaw Outline                                                              | What is Changing?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Efficiency / Reduce Barriers | Regulatory Compliance / Alignment | Clarity & Decision-Making | Data Integrity |
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| 8-1            | <ul style="list-style-type: none"><li>Food Processing category description includes businesses that produce, or infuse other products with alcohol.<ul style="list-style-type: none"><li>Notification to Alberta Gaming, Liquor, and Cannabis (AGLC) is required when producing or working with alcohol.</li></ul></li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                 | Schedule A - Business Licence Categories, Consultations, and Notifications | <ul style="list-style-type: none"><li>Currently AGLC is not notified, and the category description does not specify alcohol.</li><li>This change makes licensing requirements for alcohol producers more explicit, and supports regulatory partners with respect to liquor control.</li></ul>                                                                                                                                                                                                                                     |                              | <input type="checkbox"/>          | <input type="checkbox"/>  |                |
| 8-2            | <ul style="list-style-type: none"><li>Operational plan content requirements align with deemed conditions for drinking establishments where minors are prohibited.</li><li>A business must:<ul style="list-style-type: none"><li>Keep a copy of the approved operational plan on the business premises and make it available to all employees.</li><li>Maintain an incident log book and keep it on the premises.</li><li>Provide a visible means of identifying staff and security.</li><li>Notify the City of any changes to business operations that affect the operational plans.</li></ul></li><li>Operational plan emphasizes <u>how</u> businesses will meet these requirements, rather than being used to establish the basic requirements.</li></ul> | Part V - Category-Specific Regulations                                     | <ul style="list-style-type: none"><li>Currently these requirements are established and enforced under the general operational plan requirement, but are not articulated in the bylaw.</li><li>Business owners feel that the operational plan has been used too heavily as an enforcement tool.</li><li>This change makes regulations more explicit for businesses, and ensures the operational plan is used primarily as a tool for educating and supporting businesses in maintaining safe and responsible operations.</li></ul> | <input type="checkbox"/>     | <input type="checkbox"/>          | <input type="checkbox"/>  |                |
| 8-3            | <ul style="list-style-type: none"><li>Travelling or Temporary Food Sales category is renamed Food Truck / Food Cart.</li><li>Licence is available for one or two years.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Schedule A - Business Licence Categories, Consultations, and Notifications | <ul style="list-style-type: none"><li>Currently the Travelling or Temporary Food Sales licence can be issued for one year or for 1-3 days.</li><li>The 1-3 day licence is rarely issued because food vendors at markets are now exempt from licensing.</li><li>This change establishes a more modern category name that reflects the prevalence of mobile food vendors, and retires the underutilized 1-3 day licence.</li></ul>                                                                                                  |                              | <input type="checkbox"/>          | <input type="checkbox"/>  |                |

9. Goods Buyers and Sellers

| Recommendation |                                                                                                                                                                                                                                                     | Bylaw Outline                                                              | What is Changing?                                                                                                                                                                                                                                                                                                                                                          | Efficiency / Reduce Barriers | Regulatory Compliance / Alignment | Clarity & Decision-Making | Data Integrity           |
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| 9-1            | <ul style="list-style-type: none"><li>Tobacco Sales category renamed Tobacco and Vaping Product Sales, which consolidates tobacco retailers and vape shops.<ul style="list-style-type: none"><li>Notification to Health Canada.</li></ul></li></ul> | Schedule A - Business Licence Categories, Consultations, and Notifications | <ul style="list-style-type: none"><li>Currently vape shops are licensed under General Business, and Health Canada is not notified.</li><li>This change ensures vape shops are licensed under a more descriptive category, and supports regulatory partners with respect to public health.</li></ul>                                                                        |                              | <input type="checkbox"/>          | <input type="checkbox"/>  | <input type="checkbox"/> |
| 9-2            | <ul style="list-style-type: none"><li>The renamed Second Hand Dealer category includes businesses that purchase used jewelry, precious and semi-precious metals, and gemstones.</li></ul>                                                           | Schedule A - Business Licence Categories, Consultations, and Notifications | <ul style="list-style-type: none"><li>Currently, some second hand dealers believe the sale of these products exempts them from the licensing requirements for second hand stores.</li><li>The current requirement is not changing; however, it will be made more explicit.</li></ul>                                                                                       |                              | <input type="checkbox"/>          | <input type="checkbox"/>  |                          |
| 9-3            | <ul style="list-style-type: none"><li>New category: Scrap Metal Dealer and Recycler</li><li>Scrap metal businesses are no longer licensed under General Industrial.</li></ul>                                                                       | Schedule A - Business Licence Categories, Consultations, and Notifications | <ul style="list-style-type: none"><li>Currently, businesses dealing in scrap metal are licensed under General Industrial.</li><li>This change establishes a new licence category and supports regulatory and enforcement partners with respect to regulation of scrap metal businesses under the Scrap Metal Dealers and Recyclers Identification Act (Alberta).</li></ul> |                              | <input type="checkbox"/>          | <input type="checkbox"/>  | <input type="checkbox"/> |

| Recommendation |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | Bylaw Outline                                                              | What is Changing?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | Efficiency / Reduce Barriers | Regulatory Compliance / Alignment | Clarity & Decision-Making | Data Integrity |
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| 9-4            | <ul style="list-style-type: none"> <li>When receiving used goods, Second Hand Dealers and Pawnbrokers must obtain two pieces of identification from sellers:               <ul style="list-style-type: none"> <li>One piece of valid, government-issued photo ID</li> <li>One alternate piece of ID (excluding credit / debit cards)</li> <li>The full name, ID type, and ID number must be recorded</li> </ul> </li> <li>Second Hand Dealers and Pawnbrokers must record all required seller and transaction information within 24 hours of receiving goods.</li> <li>Criteria for recording goods descriptions includes more common examples for clarity (e.g. make, model, serial number, manufacturer, age, colour, materials, dimensions, etc.).</li> <li>Second Hand Dealers are exempt from identification, holding, and reporting requirements for certain categories of goods:               <ul style="list-style-type: none"> <li>All exempted goods are determined by the City Manager</li> <li>The Bylaw does not list exempted goods.</li> </ul> </li> </ul> | Part V - Category-Specific Regulations                                     | <ul style="list-style-type: none"> <li>Currently the bylaw does not provide any criteria for the second piece of ID, or direction for what details from the seller's ID must be recorded.</li> <li>Currently the bylaw does not clearly specify when recording must be completed; however, the current policy is that recording must be completed by the end of the business day in which goods are received.</li> <li>Currently the bylaw provides only limited criteria for what information about goods received must be recorded.</li> <li>Currently the bylaw provides a list of exempted goods (e.g. books, furniture, large appliances, car parts, sports trading cards), which is out of date. The City Manager can declare other goods exempt, but cannot declare any goods specified in the bylaw exempt.</li> <li>These changes provide clearer direction to businesses, and support law enforcement partners with respect to the purchase and sale of stolen goods.</li> <li>Administration will be able to adjust holding and reporting requirements to reflect shifting trends and patterns in stolen goods.</li> </ul> | <input type="checkbox"/>     | <input type="checkbox"/>          | <input type="checkbox"/>  |                |
| 9-5            | <ul style="list-style-type: none"> <li>Travelling and Temporary Sales category does not apply to auctions, pawnbrokers, vehicle sales, construction equipment sales, tobacco, liquor, scrap metal, contracting, or prepared foods.               <ul style="list-style-type: none"> <li>These activities require the corresponding category when goods are sold from a temporary location.</li> </ul> </li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Schedule A - Business Licence Categories, Consultations, and Notifications | <ul style="list-style-type: none"> <li>Currently Travelling and Temporary Sales creates a loophole for businesses to avoid consultations, notifications, and other approvals               <ul style="list-style-type: none"> <li>E.g. Consultation with EPS for gold buying events , etc.</li> </ul> </li> <li>This change establishes clear and consistent licensing requirements based on the business activity, and supports regulatory and enforcement partners with respect to stolen or regulated goods.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <input type="checkbox"/>     | <input type="checkbox"/>          | <input type="checkbox"/>  |                |
| 9-6            | <ul style="list-style-type: none"> <li>1-3 Day Travelling and Temporary Sales category is extended to 1-10 Days.</li> <li>The annual licence is more cost effective for businesses that require more than four 1-10 Day licences (up to 40 days) in a one-year period.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Schedule B - Fees                                                          | <ul style="list-style-type: none"> <li>Currently Travelling or Temporary Sales is available as an annual licence, or a 1-3 Day licence.</li> <li>This change provides vendors with an option to operate for more than three days at a time (e.g. two consecutive weekends, etc.) without purchasing the more expensive annual licence.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | <input type="checkbox"/>     |                                   |                           |                |

10. Adult and Personal Services

| Recommendation |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | Bylaw Outline                                                                                                            | What is Changing?                                                                                                                                                                                                                                                                                                                                                                                                        | Efficiency / Reduce Barriers | Regulatory Compliance / Alignment | Clarity & Decision-Making | Data Integrity           |
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| 10-1           | <ul style="list-style-type: none"><li>Operational plan content requirements align with deemed conditions for body rub centres.</li><li>A business must:<ul style="list-style-type: none"><li>Keep a copy of the approved operational plan on the business premises and make it available to all staff.</li><li>Post an “Open” sign when the business is open to clients, or when clients are on the premises.</li><li>If doors are locked, immediately open the door to any Municipal Enforcement Officer or Police Officer who has shown their badge or identification while the open sign is on.</li><li>Not allow liquor or illicit drugs to be kept or consumed on the premises.</li><li>Not permit a body rub practitioner to work while impaired by drugs or alcohol.</li><li>Not allow minors on the premises.</li><li>Notify the City of any changes to business operations that affect the operational plans.</li></ul></li><li>Operational plan emphasizes <u>how</u> businesses will meet these requirements, rather than being used to establish the basic requirements.</li></ul> | Part V - Category-Specific Regulations                                                                                   | <ul style="list-style-type: none"><li>Currently these requirements are established and enforced under the general operational plan requirement, but are not articulated in the bylaw.</li><li>This change makes regulations more explicit for businesses, and ensures the operational plan is used primarily as a tool for educating and supporting businesses in maintaining safe and responsible operations.</li></ul> | <input type="checkbox"/>     | <input type="checkbox"/>          | <input type="checkbox"/>  |                          |
| 10-2           | <ul style="list-style-type: none"><li>Establish a general Adult Service category for emerging types of adult services businesses using the existing Adult Theatre category.<ul style="list-style-type: none"><li>Police Information Check (PIC) required</li><li>Consultation with Fire Rescue Services (FRS) and the Edmonton Police Service (EPS).</li><li>Notification to Alberta Health Services (AHS).</li></ul></li><li>A business must not allow minors on the premises.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Part V - Category-Specific Regulations<br><br>Schedule A - Business Licence Categories, Consultations, and Notifications | <ul style="list-style-type: none"><li>Businesses where customers either engage with each other, or with toys (e.g. dolls) are currently licensed under General Business or Participant Recreation Services.</li><li>This change ensures all adult services are properly licensed, and supports regulatory and enforcement partners with respect to fire prevention and public health and safety.</li></ul>               |                              | <input type="checkbox"/>          | <input type="checkbox"/>  | <input type="checkbox"/> |

| Recommendation |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Bylaw Outline                                                                                                                              | What is Changing?                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Efficiency /<br>Reduce<br>Barriers | Regulatory<br>Compliance<br>/ Alignment | Clarity &<br>Decision-<br>Making | Data<br>Integrity |
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| 10-3           | <ul style="list-style-type: none"> <li>All Health Enhancement categories are renamed by appending the category name with “Accredited” as follows: <ul style="list-style-type: none"> <li>Health Enhancement Centre (Accredited)</li> <li>Health Enhancement Practitioner (Accredited)</li> <li>Health Enhancement Centre (Independent / Accredited)</li> </ul> </li> <li>Personal Services Shop category excludes massage, other than massage limited to the head, hands, and feet; and massages as part of an aesthetic service.</li> </ul> | Part V -<br>Category-Specific<br>Regulations<br><br>Schedule A -<br>Business<br>Licence Categories,<br>Consultations, and<br>Notifications | <ul style="list-style-type: none"> <li>Currently the Health Enhancement licence categories can only be used to license massage therapists who are members of a recognized massage association.</li> <li>This change reflects the membership requirement in the category name, and acknowledges efforts undertaken by industry and the provincial government toward industry regulation</li> <li>This change also supports possible future changes to non-accredited massage services as ongoing developments in case law and provincial health regulations affect the legal framework for massage services</li> <li>Licensing requirements for incidental massage services will be clearer.</li> </ul> |                                    | <input type="checkbox"/>                | <input type="checkbox"/>         |                   |
| 10-4           | <ul style="list-style-type: none"> <li>Establish authority for the City Manager to require an escort or body rub practitioner to retake the approved information course and receive up-to-date content before a licence may be renewed.</li> </ul>                                                                                                                                                                                                                                                                                           | Part V -<br>Category-Specific<br>Regulations                                                                                               | <ul style="list-style-type: none"> <li>Currently, escorts and body rub practitioners are only required to complete the approved information course once as part of the initial licence application.</li> <li>This change provides a mechanism for Administration to disseminate updated course content (e.g. health information, access to resources, licensing requirements, etc.) to existing licensees, and supports regulatory and law enforcement partners with respect to public health and safety.</li> </ul>                                                                                                                                                                                   | <input type="checkbox"/>           | <input type="checkbox"/>                |                                  |                   |
| 10-5           | <ul style="list-style-type: none"> <li>A body rub centre cannot operate between 12:00 midnight and 7:00 a.m.</li> <li>If operating past 11:00 p.m., a “soft close” requirement applies: <ul style="list-style-type: none"> <li>A body rub centre must not allow clients on the premises after 11:00 p.m.</li> <li>A body rub centre must not allow any clients admitted prior to 11:00 p.m. to remain on the premises after 12:00 midnight.</li> </ul> </li> </ul>                                                                           | Part V -<br>Category-Specific<br>Regulations                                                                                               | <ul style="list-style-type: none"> <li>A body rub centre cannot operate between 11:00 p.m. to 7:00 a.m.</li> <li>This change ensures that the City's regulation aligns with industry needs, and does not force businesses into a choice between losing business and risking fines for non-compliance.</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                       | <input type="checkbox"/>           |                                         |                                  |                   |

| Recommendation |                                                                                                                                                                                                                                                                                                                                                     | Bylaw Outline                                                              | Current State                                                                                                                                                                                                                                                                 | Efficiency / Reduce Barriers | Regulatory Compliance / Alignment | Clarity & Decision-Making | Data Integrity |
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| 10-6           | <ul style="list-style-type: none"><li>A body rub practitioner can be in care and control of a body rub centre; however, cannot provide the services of a body rub practitioner while in care and control.</li></ul>                                                                                                                                 | Part V - Category-Specific Regulations                                     | <ul style="list-style-type: none"><li>Currently, some body rub centre operators are not aware that the person in care and control can be a licensed body rub practitioner.</li><li>The current requirement is not changing; however, it will be made more explicit.</li></ul> |                              |                                   | <input type="checkbox"/>  |                |
| 10-7           | <ul style="list-style-type: none"><li>An escort cannot provide services on the premises of an escort agency.</li><li>A body rub practitioner may only provide services on the premises of a licensed body rub centre.</li></ul>                                                                                                                     | Part V - Category-Specific Regulations                                     | <ul style="list-style-type: none"><li>This is a new requirement that provides a clearer distinction between escort and body rub services, and supports regulatory and enforcement partners with respect to public health and safety.</li></ul>                                |                              | <input type="checkbox"/>          | <input type="checkbox"/>  |                |
| 10-8           | <ul style="list-style-type: none"><li>A body rub centre, body rub practitioner, escort agency, escort, exotic entertainment venue, exotic entertainment agency, or exotic entertainer must not allow minors on the business premises and must ensure they check for identification to verify legal age if a patron appears to be a minor.</li></ul> | Part V - Category-Specific Regulations                                     | <ul style="list-style-type: none"><li>This is a new requirement that supports regulatory and enforcement partners with respect to public health and safety.</li></ul>                                                                                                         |                              | <input type="checkbox"/>          |                           |                |
| 10-9           | <ul style="list-style-type: none"><li>Personal Services category requires notification to Alberta Health Services (AHS).</li></ul>                                                                                                                                                                                                                  | Schedule A - Business Licence Categories, Consultations, and Notifications | <ul style="list-style-type: none"><li>This is a new requirement that supports regulatory partners with respect to public health.</li></ul>                                                                                                                                    |                              | <input type="checkbox"/>          |                           |                |

| Recommendation |                                                                                                                                                                                                                                                                                                                                                      | Bylaw Outline                                                                                                            | Current State                                                                                                                                                                                                                                                                                                                                                                                          | Efficiency / Reduce Barriers | Regulatory Compliance / Alignment | Clarity & Decision-Making | Data Integrity |
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| 10-10          | <ul style="list-style-type: none"><li>A health enhancement centre must ensure health enhancement services are only provided by licensed health enhancement practitioners.</li><li>A health enhancement practitioner must provide proof of membership in an approved massage therapy association before a licence may be issued or renewed.</li></ul> | Part V - Category-Specific Regulations<br><br>Schedule A - Business Licence Categories, Consultations, and Notifications | <ul style="list-style-type: none"><li>These requirements currently exist; however, in addition, a health enhancement centre must provide proof that all employees that offer health enhancement services are members of an approved massage therapy association.</li><li>This change supports businesses by removing a redundant and cumbersome licence application and renewal requirement.</li></ul> | <input type="checkbox"/>     |                                   |                           |                |
| 10-11          | <ul style="list-style-type: none"><li>A health enhancement practitioner must be photographed before a licence may be issued or renewed.</li><li>This requirement does not apply if the previous photograph was taken less than three years ago.</li></ul>                                                                                            | Schedule A - Business Licence Categories, Consultations, and Notifications                                               | <ul style="list-style-type: none"><li>Currently a health enhancement practitioner must renew every licence in person to get a new photograph taken.</li><li>This change supports health enhancement practitioners by providing the option to renew some licences online.</li></ul>                                                                                                                     | <input type="checkbox"/>     |                                   |                           |                |
| 10-12          | <ul style="list-style-type: none"><li>Before a health enhancement practitioner licence may be issued or renewed, the applicant must provide proof of valid membership in good standing with a massage association recognized by the City Manager.</li></ul>                                                                                          | Schedule A - Business Licence Categories, Consultations, and Notifications                                               | <ul style="list-style-type: none"><li>Currently the recognized massage therapy associations are specifically identified in the bylaw.</li><li>The massage therapy is taking steps to becoming a regulated health profession. This change acknowledges an industry in transition, and ensures the City can respond quickly if a new massage association is formed.</li></ul>                            | <input type="checkbox"/>     |                                   | <input type="checkbox"/>  |                |

11. Vehicles and Equipment

| Recommendation |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | Bylaw Outline                                                              | Current State                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | Efficiency / Reduce Barriers | Regulatory Compliance / Alignment | Clarity & Decision-Making | Data Integrity           |
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| 11-1           | <ul style="list-style-type: none"><li>Construction Vehicle and Equipment Sales / Rental category is changed to Industrial Equipment Sales, Rental, and Repair.<ul style="list-style-type: none"><li>Consultation with the Alberta Motor Vehicle Industry Council (AMVIC).</li><li>New name reflects different types of equipment used for construction, mining, and agriculture.</li></ul></li><li>Vehicle Repair category is changed to Vehicle Maintenance, Repair, and Modification.<ul style="list-style-type: none"><li>Consultation with AMVIC.</li></ul></li><li>General Business and General Industrial licence categories are no longer used to license these businesses.</li></ul> | Schedule A - Business Licence Categories, Consultations, and Notifications | <ul style="list-style-type: none"><li>Currently construction vehicle and equipment repair and vehicle detailing / accessories are licensed under General Business or General Industrial, and are not subject to verification of AMVIC licensing.</li><li>This change ensures requirements for various types of activities related to vehicles and heavy equipment are clear and consistent, and supports regulatory partners with respect to AMVIC licensing.</li></ul>       | <input type="checkbox"/>     | <input type="checkbox"/>          | <input type="checkbox"/>  | <input type="checkbox"/> |
| 11-2           | <ul style="list-style-type: none"><li>Vehicle Sales / Rental Category requires consultation with the Alberta Motor Vehicle Industry Council (AMVIC).</li><li>Category description includes vehicle brokers.</li></ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | Schedule A - Business Licence Categories, Consultations, and Notifications | <ul style="list-style-type: none"><li>Currently in practice AMVIC licence approval is verified through a joint consultation process with AMVIC.</li><li>Currently vehicle brokers are licensed under General Business and are not subject to verification of AMVIC licensing.</li><li>This change ensures all vehicle sales activities are properly licensed, and supports regulatory partners with respect to AMVIC licensing.</li></ul>                                     | <input type="checkbox"/>     | <input type="checkbox"/>          | <input type="checkbox"/>  | <input type="checkbox"/> |
| 11-3           | <ul style="list-style-type: none"><li>Vehicle Fueling Station is changed to Vehicle Wash / Fuelling Station<ul style="list-style-type: none"><li>Category description includes electric vehicle charging.</li><li>Consultation with Fire Rescue Services (FRS).</li></ul></li></ul>                                                                                                                                                                                                                                                                                                                                                                                                          | Schedule A - Business Licence Categories, Consultations, and Notifications | <ul style="list-style-type: none"><li>Electric vehicle charging stations could be licensed under Vehicle Fueling; however, based on the category description would be more appropriately licensed under General Business.</li><li>Car washes are currently licensed under General Business.</li><li>This change specifies a clear category for electric vehicle charging stations and car washes, and supports regulatory partners with respect to fire prevention.</li></ul> | <input type="checkbox"/>     | <input type="checkbox"/>          | <input type="checkbox"/>  | <input type="checkbox"/> |

12. Property Leasing

| Recommendation |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Bylaw Outline                                                              | Current State                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Efficiency / Reduce Barriers | Regulatory Compliance / Alignment | Clarity & Decision-Making | Data Integrity           |
|----------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------|-----------------------------------|---------------------------|--------------------------|
| 12-1           | <ul style="list-style-type: none"><li>• Rental Accommodation is split into two categories:<ul style="list-style-type: none"><li>◦ Residential Rental Accommodation (Long-Term) for residential property rented for periods of more than 30 consecutive days.<ul style="list-style-type: none"><li>■ Aligns with the threshold established for short-term rentals</li></ul></li><li>◦ Hotel / Motel for commercial properties used for accommodation.<ul style="list-style-type: none"><li>■ Distinguishes commercial properties from residential.</li></ul></li><li>◦ Both require consultation with Fire Rescue Services (FRS).</li></ul></li></ul> | Schedule A - Business Licence Categories, Consultations, and Notifications | <ul style="list-style-type: none"><li>• Currently, hotels, motels, and long-term residential rental accommodations are all licensed under Rental Accommodation, with no defined threshold for “long-term residential”.</li><li>• This change establishes a clear delineation between short-term residential, long-term residential, and non-residential rental accommodations; and supports regulatory and enforcement partners with respect to fire prevention and non-compliant residential properties.</li></ul> |                              | <input type="checkbox"/>          | <input type="checkbox"/>  | <input type="checkbox"/> |
| 12-2           | <ul style="list-style-type: none"><li>• Remove the Commercial Leasing category<ul style="list-style-type: none"><li>◦ Vacant commercial property does not require a business licence.</li><li>◦ Property managers and leasing companies are licensed under the proposed Professional Service / Administration Office category.</li></ul></li></ul>                                                                                                                                                                                                                                                                                                   | Schedule A - Business Licence Categories, Consultations, and Notifications | <ul style="list-style-type: none"><li>• Shortly after the Commercial Leasing category was created, it was placed on hold following backlash from businesses. The category has not been used since 2016.</li><li>• This change establishes a clear position that vacant commercial properties do not require licensing, with the expectation that once a business occupies a vacant commercial space, the tenant must obtain a business licence.</li></ul>                                                           | <input type="checkbox"/>     |                                   | <input type="checkbox"/>  |                          |