



# Council Report

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**Date:** January 20, 2026  
**To:** Anthony Haddad, City Manager  
**From:** Audrey Tanguay, Planning and Licensing Manager

**File No:** RMS/3900 Bylaws

**Subject:** Business Licence Bylaw No. 2026-01, Municipal Ticketing Information Amendment Bylaw No. 2026-02, Bylaw Notice Enforcement Amendment Bylaw No. 2026-03, Zoning Amendment Bylaw No. 2026-04, Inter-Community Business License Bylaw No. 2026-05

## Staff Recommendation

THAT Council give first, second and third reading to "Business License Bylaw No. 2026-01";

AND THAT Council give first, second and third reading to "Municipal Ticketing Information Amendment Bylaw No. 2026-02";

AND THAT Council give first, second and third reading to "Bylaw Notice Enforcement Amendment Bylaw No. 2026-03";

AND THAT Council give first, second and third reading to "Inter-Community Business License Bylaw No. 2026-05", a bylaw to replace "Mobile Business License Bylaw No. 2007-78;

AND THAT Council give first reading to "Zoning Amendment Bylaw No. 2026-04";

AND THAT Council forward "Zoning Amendment Bylaw No. 2026-04" to the February 17, 2026 Public Hearing;

AND THAT Council direct staff to consult with local business organizations prior to adoption of the bylaws.

## Strategic priority objective

**Mission:** Penticton will serve its residents, businesses and visitors through organizational excellence, partnership and the provision of effective and community focused services.

**Livable & Accessible:** The City of Penticton will proactively plan for deliberate growth, focusing on creating an inclusive, healthy, and vibrant community.

## **Background**

The City's Business Licensing Program ensures that businesses operate safely, responsibly, and in compliance with local regulations. By requiring inspections and licenses, the program helps protect public health and safety, supports appropriate land use and zoning, and provides valuable data for planning and economic development. Licensing also benefits the community by reducing nuisances, enhancing consumer confidence, and fostering a fair, well-regulated business environment.

The City's Business Licence Bylaw was last updated in 2017. Since that time, changes to provincial regulations, including new requirements for short-term rentals, liquor and cannabis licensing and other substantive changes have occurred. In addition, over that time, the City has adopted an updated Official Community Plan and Zoning Bylaw. As a result, the bylaw requires modernization to align with current legislation and best practices.

Staff have also reviewed inquiries and enforcement matters over the past several years and incorporated this feedback into proposed amendments. The intent of these changes is to simplify and improve the City's business licensing processes, provide consistency with zoning bylaw definitions, and clarify licensing requirements. These updates support the City's vision for a streamlined and transparent regulatory framework.

In addition to updating the Business Licence Bylaw, minor updates are proposed to:

- Bylaw Notice Enforcement Bylaw and Municipal Ticketing Enforcement Bylaw to align with the changes in the Business Licence Bylaw.
- Mobile Business Licensing Bylaw to maintain consistency across all participating communities in the Inter-Community Business Licence (ICBL) program.
- Zoning Bylaw to align with the Short-Term rental changes

The proposed bylaw also addresses previous Council direction on Shopping Carts(351/2023), requiring stores to affix contact information on carts and retrieve carts from the City Yards within a reasonable time.

## **Proposal**

This report proposes several bylaw amendments, including a new business license bylaw. The other bylaw amendments are intended to align with the new business license bylaw. The main elements of the revised business license bylaw include:

### *General Updates*

- Revised regulations for improved procedural clarity.

- Updated or removed provisions to align with the **Local Government Act** and **Community Charter**.
- Modernized language and structure throughout the bylaw.
- Business Licence Fees will be no longer refundable.

*Specific Updates – Short-Term Rentals*

- Added definition of *principal residence* consistent with provincial regulations.
- Removed reference to “major occupants.”
- Increased maximum occupancy from **6 to 8 persons**.

*New Section – Shopping Carts*

At its meeting on September 23, 2023, Council directed staff to prepare a bylaw amendment to assist the Public Works and Bylaw Services departments in managing abandoned shopping carts on public property.

From the October 3, 2023 meeting:

8.7 Shopping Cart Regulation Options

351/2023

**It was MOVED and SECONDED**

THAT Council receive into the record, the report dated October 3, 2023, titled “Shopping cart regulation options”;

AND THAT Council give staff direction to bring back bylaw(s) with the following regulatory framework:

- Businesses must label shopping carts with store information and register contact information with the City
- Businesses must retrieve carts belonging to the store within a specified time and accept carts belonging to the business
- Minimal storage fee for cart storage at City Yards

AND THAT Council direct staff to engage organizations that provide service to the unhoused population in options for managing possessions without the use of retail store shopping carts.

**CARRIED**

**Councillors Boulton, Graham and Konanz, Opposed**

The proposed amendment will require businesses that provide shopping carts for customer use to ensure each cart is clearly marked with store identification and contact information. Carts that remain unclaimed for more than 30 days will be subject to a \$50 fee in accordance with the Bylaw Notice Enforcement Bylaw. Carts left unclaimed for more than 60 days may be recycled or otherwise disposed of by the City at its discretion.

*Inter-Community Business License Bylaw No. 2026-05*

The Licensing team meets quarterly with partners in the Okanagan-Similkameen Inter-Community Business Licence (ICBL) program, which includes 21 municipalities and regional districts. This program

allows mobile businesses—such as contractors, caterers, and service providers—to operate across all participating communities with **one licence**, rather than applying for separate licences in each jurisdiction.

The updated Inter-Community Business License Bylaw No. 2026-05 is intended to align Penticton's bylaw with the standardized framework adopted by all participating communities. These changes will ensure consistency in definitions, fee structures, and administrative processes across the region.

In addition to the business license bylaw, staff are proposing minor updates to the Bylaw Notice Enforcement Bylaw and Municipal Ticketing Enforcement Bylaw to ensure consistency in fines and penalties in both bylaws.

### **Consultation**

Before adopting the Business Licence Bylaw, the City is required under legislation to provide notice and offer affected individuals an opportunity to make representation to Council. In addition to advertising in accordance with the Public Notice Bylaw, staff propose to consult with the Penticton & Wine Country Chamber of Commerce, the Downtown Penticton Business Improvement Association (DPBIA), Visit Penticton, and the Penticton Industrial Development Association (PIDA) on the proposed changes and are recommending that this consultation be done prior to bringing the bylaw back to Council for consideration on February 17th, 2026.

### **Financial implication**

Development of these bylaw amendments was done within existing City budgets and approval of the changes are not anticipated to have any financial impacts.

### **Analysis**

The intent of the revised bylaws is to modernize and streamline the business license bylaw and to improve the City's business licensing process.

The goal of the proposed amendments is to ensure that the business licensing process remains organized, effective, and modernized, supporting consistency and clarity for both businesses and staff.

Staff are recommending first, second and third reading of the Bylaws and for the City to consult with the business community prior to adoption of the bylaws.

### **Alternate recommendations**

That Council deny first reading to "Business License Bylaw No. 2026-01".

**Attachments**

Attachment A – Summary of proposed changes

Attachment B – Business License Bylaw No. 2026-01

Attachment C – Bylaw Notice Enforcement Amendment Bylaw No. 2026-03

Attachment D – Municipal Ticketing Enforcement Amendment Bylaw No. 2026-02

Attachment E – Zoning Amendment Bylaw No. 2026-04

Attachment F – Inter-Community Business License Bylaw No. 2026-05

Respectfully submitted,

Audrey Tanguay

Planning and Licensing Manager

Concurrence

GM of Development Services  <i>BL</i>	GM of Public Safety and Partnerships  <u>FDB</u>	GM of Corporate Services  <i>AMC</i>	City Manager  <i>AT</i>
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