

Attachment #2  
Summary of Proposed Changes  
to 2025 *Business License Fees*

# Schedule "A"

## 2024 Business Licence Fees

### SECTION I

#### ANNUAL LICENSING FEES SET BY BUSINESS TYPE

	BUSINESS TYPE	DESCRIPTION	2024 FEE	2025 FEE	COMMENTS
01	<b>Adult Entertainment Business - Venue Non-Liquor Licence</b>	From any person carrying on the business of an adult entertainment venue which does not have a valid liquor licence	\$3096.00	\$3189.00	
02	<del>Auctioneer</del>	<del>From any person selling property by auction (not being a Crown Officer selling crown property by auction, or a Sheriff's Officer or Bailiff selling lands, goods or chattels, under a judgment or a satisfaction of rent or taxes)</del>	<del>\$344.00</del>		Remove, obsolete.
03	<b>Automobile Leasing/Renting</b>	From any person carrying on the business of leasing or renting motor vehicles <ul style="list-style-type: none"> <li>• one to five vehicles</li> <li>• over five vehicles</li> </ul>	\$344.00 \$691.00	\$354.00 \$712.00	
04	<del>Automobile Service Fuel Station</del>	<del>From any person carrying on the business of an automobile service station for each Per nozzle</del>	\$108.00	\$111.00	Change business name to match business licence bylaw work
05	<del>Beauty Services - Barber, Hairdresser or Esthetician</del>	<del>From any person carrying on the business of a barber shop, hairdresser or esthetician</del> <ul style="list-style-type: none"> <li>• for the first person</li> <li>• for each additional person</li> </ul>	\$165.00 \$25.00	\$170.00 \$26.00	Change business name to match business licence bylaw work
06	<del>Bed &amp; Breakfast Accommodation</del>	<del>From any person carrying on the business of a temporary sleeping accommodation with the provision of a daily breakfast.</del>	\$203.00	\$209.00	
07	<b>Book or Magazine Agent</b>	From any person who sells or disposes of books, periodicals or other written matter	\$173.00	\$178.00	
08	<del>Bowling Alley</del>	<del>From any person who carries on the business of a bowling alley</del> <ul style="list-style-type: none"> <li>• per lane</li> <li>• minimum</li> </ul>	<del>\$47.00</del> <del>\$203.00</del>	<del>\$48.00</del> <del>\$209.00</del>	Remove, no businesses. New business applications could be accommodated under other licence types.

	BUSINESS TYPE	DESCRIPTION	2024 FEE	2025 FEE	COMMENTS
09	<b>Group Care Facility – child or adult</b>	<del>From any person carrying on the business of group child care or adult care facility</del>	\$0.00	\$0.00	
10	<b>Carnival or Circus</b>	<del>From the proprietor or manager of any carnival or circus, per day.</del>	<del>\$173.00</del>		Remove, obsolete.
11	<b>Christmas Tree Vendor</b>	<del>From any person who carries on the business of a Christmas tree vendor</del> <ul style="list-style-type: none"> <li>• <del>2 months</del></li> </ul>	<del>\$83.00</del>		Remove, no business licences in last few years. New business applications could be accommodated under Temporary Licence.
12	<b>Commission Merchant</b>	<del>From any person carrying on the business of a commission merchant</del>	<del>\$142.00</del>		Remove, obsolete.
13	<b>Contractor</b>	<del>From any person carrying on the business of a contractor</del> <ul style="list-style-type: none"> <li>• one to two employees</li> <li>• each additional employee</li> </ul>	<del>\$173.00</del> <del>\$21.00</del>	<del>\$178.00</del> <del>\$22.00</del>	
14	<b>Curling Rink</b>	<del>From any person carrying on the business of curling rink</del> <ul style="list-style-type: none"> <li>• <del>per sheet of ice</del></li> <li>• <del>minimum</del></li> </ul>	<del>\$66.00</del> <del>\$203.00</del>		Remove, no businesses. New business applications could be accommodated under other licence types.
15	<b>Dating Services</b>	<del>From any person carrying on the business of providing information to persons desirous of meeting other persons for the purpose of social outings</del>	<del>\$203.00</del>		Remove, outdated.
16	<b>Direct Seller</b>	<del>From every person carrying on the business of a direct seller</del>	<del>\$173.00</del>	<del>\$178.00</del>	
17	<b>Hall - Rental</b>	<del>From every person engaged in the business of operating a rental hall</del> <ul style="list-style-type: none"> <li>• one year</li> <li>• one month</li> <li>• one day</li> </ul> <p>No licence required for a performance, concert, exhibition or entertainment, the entire proceeds of which are disbursed to non-profit or religious purposes.</p>	<del>\$821.00</del> <del>\$494.00</del> <del>\$248.00</del>	<del>\$846.00</del> <del>\$509.00</del> <del>\$255.00</del>	

	BUSINESS TYPE	DESCRIPTION	2024 FEE	2025 FEE	COMMENTS
18	<b>Inter-Municipal Business Licence (IMBL)</b>	From eligible trades contractor or other professional pursuant to Bylaw No. 7610	\$250.00	\$300	Annual fee for the IMBL has not changed since 2013 when it was created, while other business licenses have increased annually. Report with new IMBL Bylaw anticipated October 7, 2024 in line with other IMBL municipalities.
19	<b>Laundromat</b>	<del>From any person carrying on the business of a laundromat by the operation of coin-operated automatic washing and drying machines whether or not any person or persons is in actual charge of the premise</del> <ul style="list-style-type: none"> <li>• first machine</li> <li>• each additional machine</li> </ul>	\$142.00 \$20.00	\$146.00 \$21.00	
20	<del><b>Liquor Licence “1” (Liquor Primary)</b></del> <b>Liquor Licence – Liquor Primary</b>	<del>“Liquor Primary” Licence – from any person licensed under the Liquor Control and Licensing Act to carry on business as a “Liquor Primary” licensed establishment</del>	\$3096.00	\$1500.00	Reduced based on municipal scan, recognition that Liquor Primaries do not incur the same resources as in the past. Regional average is ~\$1900, based on 100 seats. Estimated loss of licensing revenue = \$32,000
	<b>Liquor Licence- Liquor Primary Add On Fee for Other Business</b>	Where the primary focus is not beverage service (e.g. spas, art galleries, entertainment facility, cooking schools) but excluding event-driven facilities.	n/a	\$399.00	New category to recognize the Province grants liquor primary licenses to businesses that are not food/beverage focused.
21	<del><b>Liquor Licence- “2” (Food Primary)</b></del> <b>Liquor Licence - Food Primary Liquor Add On Fee</b>	<del>From any person licensed under the Liquor Control and Licensing Act to carry on business as a “Food Primary” licensed establishment or any other type of business where the primary focus is not beverage service e.g. spas, art galleries, cooking schools)</del>	\$387.00	\$399.00	Revised title to better reflect add-on charge for restaurants. No change in fees to existing businesses

	BUSINESS TYPE	DESCRIPTION	2024 FEE	2025 FEE	COMMENTS
22	<del>Liquor Licence “3” (Food Primary with Patron Participation)</del>  Liquor Licence - Patron Participation Add On Fee	<del>From any person licensed under the Liquor Control and Licensing Act to carry on business as a “Food Primary” licensed establishment with patron participation entertainment</del>	\$1548.00	\$399.00	Reduced to align with other Food Primary endorsements (e.g. restaurants). Historic concerns/resourcing requirements are no longer valid. Currently have 2 patron participation license endorsements resulting in approx.. \$2,300 reduction in revenue.
	Liquor Licence – Manufacturer Endorsement Add On		n/a (charged as patron participation) \$1548.00	\$399.00	Previously charged as Liquor Licence 3. New category to better title/reflect add-on charge for Manufacturers with endorsements (e.g. lounges). Proposed reduction in fees based on calls for service. Currently have 3 license endorsements resulting in approx.. \$3500 reduction in revenue.
23	<del>Liquor Retail Store (Retail Store)</del>  Liquor Retail Store	<del>“Licensee Retail Store” Licence from any person licensed under the Liquor Control and Licensing Act to carry on business as a “Licensee Retail Store” licensed establishment</del>	\$3096.00	\$3189.00	Revised name to reflect new naming convention.
24	<del>Liquor Licence (Private Club)</del>  Liquor Licence – Private Club	<del>“Liquor Primary – Private Club” Licence from any person licensed under the Liquor Control and Licensing Act to carry on business as a “Liquor Primary – Private Club” licensed establishment</del>	\$0.00	\$0.00	Revised name to reflect new naming convention.
25	Mobile Food Vending (Food Truck)	From any person operating a Food Truck Pursuant to Bylaw No. 7850 <ul style="list-style-type: none"> <li>• Single Event Licence</li> <li>• Annual Licence: 1-3 employees</li> <li>• Annual Licence: 4+ employees</li> </ul>	\$56.00 \$203.00 \$295.00	\$58.00 \$209.00 \$304.00	
	Non-Profit Organization		\$0.00	\$0.00	New category for increased transparency

	BUSINESS TYPE	DESCRIPTION	2024 FEE	2025 FEE	COMMENTS
26	<b>Parking Lot</b>	From every person carrying on the business of a private parking lot	\$247.00	\$254.00	
27	<b>Peddler</b>	From every person who goes from place to place or house to house selling or taking orders for selling, or offering for sale or vending on any street, lane, or public place within the City, whether such person is acting on that person's own behalf or as an employee of another	\$517.00		Remove, obsolete.
28	<b>Pool Rooms and Billiard Halls</b>	From any person keeping a premise where a billiard table or pool table is used for hire or profit <ul style="list-style-type: none"> <li>• per table</li> <li>• minimum</li> </ul>	\$65.00 \$203.00	\$67.00 \$209.00	
29	<del><b>Relaxation Body Rub</b></del>	<del>From any person providing relaxation body rub services</del>	<del>\$3096.00</del>		Remove, obsolete.
30	<b>Retail - Sale of Cannabis</b>	From any person carrying on the business involving the retail sale of cannabis	\$3096.00	\$3189.00	
31	<b>Secondhand Dealer</b>	From any person carrying on the business of a secondhand dealer	\$342.00	\$352.00	
32	<del><b>Shoe Shine Stand</b></del>	<del>From any person carrying on the business of a shoe shine stand <ul style="list-style-type: none"> <li>• for each chair on such stand</li> <li>• minimum</li> </ul> </del>	<del>\$20.00 \$106.00</del>		Remove, obsolete.
33	<del><b>Social Escort Service</b></del>	<del>from any person carrying on the business of providing or furnishing male escorts or female partners for social occasions</del>	<del>\$3096.00</del>		Remove, obsolete.
34	<b>Street Entertainer / Busker</b>	from any person carrying on the business of providing entertainment on a street or public place	\$38.00	\$39.00	
35	<b>Street Vendor (food cart)</b>	from any person carrying on the business of selling wares on a street or public place	\$203.00	\$209.00	
36	<del><b>Storage Yard</b></del>	<del>from any person carrying on the business of storage of goods or equipment</del>	<del>\$203.00</del>	<del>\$209.00</del>	Remove, no businesses. New business applications could be accommodated under other licence types.

	BUSINESS TYPE	DESCRIPTION	2024 FEE	2025 FEE	COMMENTS
37	<del>Tea Cup Reader</del>	<del>from every person engaged in the occupation of a tea cup reader</del>	<del>\$54.00</del>		Remove, obsolete.
	<b>Temporary Business Licence</b>		n/a	\$125	New fee category per new Business License Bylaw.
38	<b>Theatre</b>	<del>from the proprietor, lessee or manager of any theatre, concert hall, or other place of entertainment, amusement or exhibition</del> ➤ one year ➤ one month ➤ one day <del>provided that where one building contains more than one Theatre a separate licence fee shall be payable in respect of each theatre. Provided further than no such licence shall be required in respect of a performance, concert, exhibition or entertainment, the entire proceeds of which are disbursed to charitable or religious purposes.</del> Provided that each screen shall pay a separate fee.	\$805.00 \$494.00 \$248.00	\$829.00 \$509.00 \$255.00	

## SECTION II

### EMPLOYEE BASED BUSINESS

Every person carrying on within the City of New Westminster any business, professional practice, trade, employment, occupation, calling, not herein before enumerated, shall pay to the City of New Westminster a fee specified as follows plus any applicable taxes:

Number of Employees		2024 FEE	2025 FEE
1 – 3	Persons Engaged in the Business	\$203.00	\$209.00
4 - 10	Persons Engaged in the Business	\$295.00	\$304.00
11 - 25	Persons Engaged in the Business	\$560.00	\$577.00
26 - 50	Persons Engaged in the Business	\$1118.00	\$1152.00
51 - 100	Persons Engaged in the Business	\$2279.00	\$2347.00
over 100	Persons Engaged in the Business	\$3096.00	\$3189.00

## SECTION III

### VENDING MACHINES

For any person carrying on the business of operating vending machines the following fees per machine plus any applicable taxes apply:

	Type of Vending Machine	2024 FEE	2025 FEE
(a)	For the sale of confectionery, including beverages	\$39.00	\$40.00
(b)	For the sale of tobacco, cigars or cigarettes	\$83.00	\$85.00
(c)	For amusement when operated by coins greater than one cent and when not part of an entertainment facility	\$58.00	\$60.00
(d)	For the sale and/or distribution of newspapers	\$49.00	\$51.00
(e)	For coin operated laundry machines	\$17.00	\$18.00
(f)	Automated Bank Teller Machine at locations other than at a financial institution	\$203.00	\$209.00
(g)	Any other vending machine	\$39.00	\$40.00

## SECTION IV

### RENTAL ACCOMMODATION FEES

For any person carrying on the business of operating Apartments, Rooming houses, Hotels, Lodging Houses, Rental Houses and any other place where rooms are available for rental for human habitation.

For the purpose of calculating fees under this Bylaw, each rental unit shall be considered as follows:

		Certified	Non-Certified
Housekeeping / Bachelor rental unit	<del>2 Rooms</del>	\$32.00/unit	\$38.00/unit
1 Bedroom rental unit	<del>3 Rooms</del>	\$48.00/unit	\$57.00/unit
2 Bedroom rental unit	<del>4 Rooms</del>	\$64.00/unit	\$76.00/unit
3 Bedroom rental unit	<del>5 Rooms</del>	\$80.00/unit	\$95.00/unit

	2024 FEE	2025 FEE	Comments
Hotels	\$18.00 (per unit)	\$19.00 (per unit)	Adding separate line item for increased transparency, consistency and current practice. No change to existing licence holders beyond the proposed 3% increase.
Property not Crime Free Multi Housing Program Certified	\$18.00 (per room)	\$19.00 (per room)	Will revised to per unit fee based on bedroom calculation to simplify. No change in methodology to how fee is calculated.
Property Crime Free Multi Housing Program Certified	\$16.00 (per room)	\$16.00 (per room)	Will revise table to per unit fee based on bedroom calculation to simplify. No change in methodology to how fee is calculated.



## SECTION V

### COMMERCIAL VEHICLE FEES

The licence fees payable by licensees who are carrying on the business of carriers of persons or chattels are in the following amounts plus any applicable taxes:

VEHICLE TYPE		2024 FEE	2025 FEE
Class "A" – Taxi	For each vehicle:		
	<ul style="list-style-type: none"> <li>• Carbon fuel or Hybrid \$150.00</li> <li>• Zero Emission \$30.00</li> <li>• Accessible \$0.00</li> </ul>		
	If also used for displaying materials, the additional fee per vehicle -	\$9.00	\$9.00
Class "B" – Bus	For each vehicle -	\$86.00	\$89.00
Class "C" – Hearse	For each vehicle -	\$29.00	\$30.00
Class "D" – Limousine	For each vehicle -	\$29.00	\$30.00
Class "F" – Driver Testing or Training Vehicle	For each vehicle -	\$36.00	\$37.00
Class "L" – <del>Handicapped Persons Transportation Vehicle</del> Accessible Vehicle	For each vehicle -	\$228.00	\$235.00
Class "P" – Pedicab	For each vehicle -	\$36.00	\$37.00

## SECTION VI

### BUSINESS LICENCE APPLICATION FEES

The business types listed in the table below, shall be required to pay the corresponding application fee upon submission of an application for a business licence.

BUSINESS TYPE	2024 FEE	2025 FEE	COMMENTS
Business Licence Application (excluding Liquor Primary and Cannabis retail)	\$56.00	\$58.00	
Mobile Food Vending (Food Truck) Application (applicable to Annual Licence only)	\$56.00	\$58.00	
Retail Sale of Cannabis Application	\$6074.00	\$6256.00	
Liquor Primary Application (initial application requiring text amendment and local government input)	\$6074.00	\$1500.00	Reduced based on municipal scan, recognition that Liquor Primaries do not incur the same resources or concerns as in the

			<p>past. Regional average is ~\$1500. Fee based on estimated staff time in processing applications. Reduction in revenue not anticipated as few 'new' applications are received.</p>
<p>Change to an existing Liquor License where local government input required</p>	\$250.00	\$258.00	<p>Allocating this fee within the fee schedule for increased transparency. Currently included within text of Business License Bylaw.</p>