

To: Safety and Facilities Services Committee

From: Tracy Adams, Chief Administrative Officer,  
Office of the C.A.O.

Report Number: SF-23-07

Date of Report: February 7, 2023

Date of Meeting: February 13, 2023

Subject: Review of Business Licensing By-law 120-2005, as Amended,  
and Temporary Measures Related to Certain Short-Term Food  
Shop and Peddler Licences

Ward: All Wards

File: 03-05

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## 1.0 Purpose

The purpose of this report is to provide information regarding the City of Oshawa's ("the City") Licensing By-law 120-2005, as amended ("Licensing By-law"), and recommend that staff initiate a public and industry stakeholder consultation process before reporting back to the Safety and Facilities Services Committee with potential by-law amendments to modernize the City's Licensing By-law. Additionally, this report recommends that temporary measures be implemented in relation to certain Food Shop and Peddler Licences, which include a pause on additional licence fees related to special event participation.

**Attachment 1** is a list of Currently Licensed Business Classes (Licensing By-law 120-2005, as amended).

**Attachment 2** is the number of 2022 Business Licenses Issued.

**Attachment 3** is the Business Licensing Benchmarking Results.

## 2.0 Recommendation

That the Safety and Facilities Services Committee recommend to City Council:

1. That staff be authorized to initiate a public and industry stakeholder consultation process as detailed in Section 5.3 of Report SF-23-07, "Review of Licensing By-law 120-2005 and Temporary Measures Related to Certain Short-Term Food Shop and Peddler Licences", dated February 7, 2023; and,

2. That Council endorse the Review Guiding Principles as defined in Section 5.3.2 of Report SF-23-07, “Review of Licensing By-law 120-2005 and Temporary Measures Related to Certain Short-Term Food Shop and Peddler Licences”, dated February 7, 2023; and,
3. That staff report back to the Safety and Facilities Services Committee with the results of the public and industry stakeholder consultation process and any proposed amendments to Licensing By-law 120-2005, as amended, and General Fees and Charges By-law 13-2003, as amended; and,
4. That in accordance with Section 5.4 of Report SF-23-07 dated February 7, 2023, concerning a review of Licensing By-law 120-2005 “Review of Licensing By-law 120-2005 and Temporary Measures Related to Certain Short-Term Food Shop and Peddler Licences”, dated February 7, 2023:
  - a. Temporary Measures Related to Certain Short-Term Food Shop and Peddler Licences be implemented for the duration of the Licensing By-law review exempting certain licensed Food Shops and Peddlers from having to pay additional Short-Term Food Shop and Peddler licence fees reflected in the General Fees and Charges By-law 13-2003; and,
  - b. That staff be delegated authority to waive any additional licence fees on a trial basis for those who have already obtained a valid licence for the year.

### **3.0 Executive Summary**

The Licensing By-law is a by-law to license, regulate and govern certain businesses operating in Oshawa. The by-law was passed in 2005 and repealed By-law 100-2000. This report recommends that the City review the modernization of the Licensing By-law. Accordingly, this report proposes a consultation process to attain public and industry feedback, which will form the development of recommended by-law amendments to update the Licensing By-law. This report also recommends temporary measures be implemented in relation to certain Food Shop and Peddler Licences, which include a pause on additional licence fees related to special event participation for the duration of the Licensing By-law Review process.

### **4.0 Input From Other Sources**

The following internal branches were consulted in the preparation of this report:

- Corporate Communications
- Economic Development
- Finance Services

Additionally, staff undertook a preliminary municipal benchmarking exercise that involved a review of by-laws available online and/or direct engagement with the following eleven (11) municipalities: Ajax, Cambridge, Clarington, Guelph, Markham, Newmarket, Pickering, Richmond Hill, Toronto, Whitby, and Windsor.

## **5.0 Analysis**

### **5.1 Background**

The Licensing By-law is a by-law to license, regulate and govern certain businesses operating in Oshawa. It was passed in 2005 pursuant to the Municipal Act, 2001, S.O. 2001, c. 25 (“Municipal Act, 2001”) and repealed By-law 100-2000, as amended. In addition to regulating businesses, municipal licensing is a source of revenue that assists with offsetting the costs of related municipal law enforcement and inspection services.

Other levels of government and agencies also license many types of businesses. For example, the [Ministry of Public and Business Service Delivery](#), and the administrative authorities that it oversees, provides licences, registrations, applications, appointments, and permits for many types of businesses, including payday lenders/brokers.

While the Licensing By-law has not been significantly reviewed since 2005, a number of classes have been modernized in recent years. Generally speaking, the Licensing By-law remains effective in addressing the primary goals of consumer protection, health and safety, and nuisance control; however, it is appropriate to undertake a comprehensive review to identify opportunities to enhance the Licensing By-law while adapting to new business processes, technology and market trends.

#### **5.1.1 Municipal Act, 2001**

The Municipal Act is the provincial legislation that enables municipalities in Ontario to pass by-laws to “license, regulate, and govern any business wholly or partly carried on within the municipality, even if the business is being carried on from a location outside of the municipality”. Through licensing by-laws, municipalities may:

- Prohibit the carrying on or engaging in the business without a licence;
- Refuse to grant a licence or to revoke or suspend a licence;
- Impose conditions as a requirement of obtaining, continuing to hold or renewing a licence;
- Impose special conditions on a business in a class that have not been imposed on all of the businesses in that class in order to obtain, continue to hold or renew a licence;
- Impose conditions, including special conditions, as a requirement of continuing to hold a licence at any time during the term of the licence; and,
- License, regulate or govern real and personal property used for the business and the persons carrying it on or engaged in it.

There are restrictions on the City’s ability to license and regulate businesses. Pursuant to the Municipal Act, municipalities cannot:

- Impose any condition with respect to the sale or service of liquor, as defined in the Liquor Licence and Control Act, 2019, as a requirement of obtaining, continuing to hold or renewing a licence issued by the municipality;

- Impose on any business or individual carrying on or engaged in a compulsory trade any condition that requires an individual to complete examinations in relation to, or obtain any certificate issued by or on behalf of the municipality in relation to, their competence to person the trade if they hold a certificate of qualification in that trade under the Building Opportunities in the Skilled Trades Act, 2021 and the certificate of qualification is not suspended;
- Pass a licensing by-law that makes it illegal for a business listed below to carry on or engage in the business without a licence:
  - a manufacturing or industrial business, except to the extent that it sells its products or raw material by retail
  - the sale of goods by wholesale
  - the generation, exploitation, extraction, harvesting, processing, renewal or transportation of natural resources; and,
- With the exception of adult entertainment and payday loan establishments, refuse to grant a licence for a business under the Municipal Act by reason only of the location of the business. However, municipalities can have a condition of obtaining or holding a licence be maintaining compliance with Zoning By-law.

Furthermore, municipalities cannot establish licensing systems for:

- A courier businesses (or related drivers and vehicle owners) in which parcels and documents are conveyed in vehicles, other than buses and cabs, that are used for hire;
- A transportation business (or related drivers and vehicle owners) in which property is conveyed in motor vehicles, other than buses, cabs and tow trucks, that are used for hire;
- The business of trading in real estate or persons registered under the Real Estate and Business Brokers Act, 2022 who are carrying on business as brokers, salespersons or brokerages; or,
- Electricians, master electricians, or electrical contractors.

### **5.1.2 Currently Licensed Businesses**

The City currently licenses approximately twenty (20) general classes of business, with additional subclasses, through the Licensing By-law. A detailed list can be found in **Attachment 1**.

Though the Licensing By-law is dated 2005, many of the schedules and standards have been modernized since the By-law's original implementation. The goal of this review is not to substantially overhaul recently updated areas of the By-law, but to undertake a more detailed review of classes not recently updated or not previously considered while considering minor technical amendments for recently reviewed areas. The Short-Term Rental Operator and Residential Rental House schedules are excluded from this review, as dedicated reviews are being undertaken separately in relation to those businesses. Additionally, though some municipalities regulate Vehicles-for-Hire (taxicabs, transportation network companies, etc.) within their business licensing by-laws, the City recently passed a separate licensing by-law for these business classes (Vehicle-for-Hire By-law 31-2022), which is also excluded from this by-law review process.

**Attachment 2** provides a breakdown of the number of licences issued by type from January 1, 2022 – December 22, 2023.

### **5.1.3 Recent Improvements to Business Licensing**

In advance of the Licensing By-law Review, recent staff-led initiatives to improve public access to licensing information and to simplify the licence application process have included:

- Updating the Licensing By-law information webpages available at [www.oshawa.ca/businesslicence](http://www.oshawa.ca/businesslicence)
- Increasing the number of licence applications available for completion and submission online (including optimization for applicants using mobile technology)

As part of the Licensing By-law Review, staff will continue to assess ways in which public education can be improved and the licensing and renewal processes can be simplified to encourage compliance and achieve customer satisfaction.

## **5.2 Municipal Scan**

During the preparation of this report, staff conducted preliminary benchmarking of municipal comparators. The detailed results of this municipal scan have been appended in **Attachment 3**.

The benchmarking exercise has shown:

- Municipalities vary in the businesses that they license and regulate
- Municipalities vary in established licence and renewal fees
- There is generally a lack of consistency when naming/defining business classes. For example:
  - “Food Shop”
  - “Food Premise”
  - “Eating Establishment”
  - “Food Store”
- Definitions may vary, meaning:
  - What requires a licence in one municipality may not in another, despite being a similar business type
    - This may cause confusion for the business industry
    - This may pose some challenges when attempting to compare licensed business classes across municipalities

Some businesses are licensed in most municipalities scanned, including Peddlers/Seasonal/Temporary Sales, Public Halls, Refreshment Vehicles, Secondhand Dealers, etc.

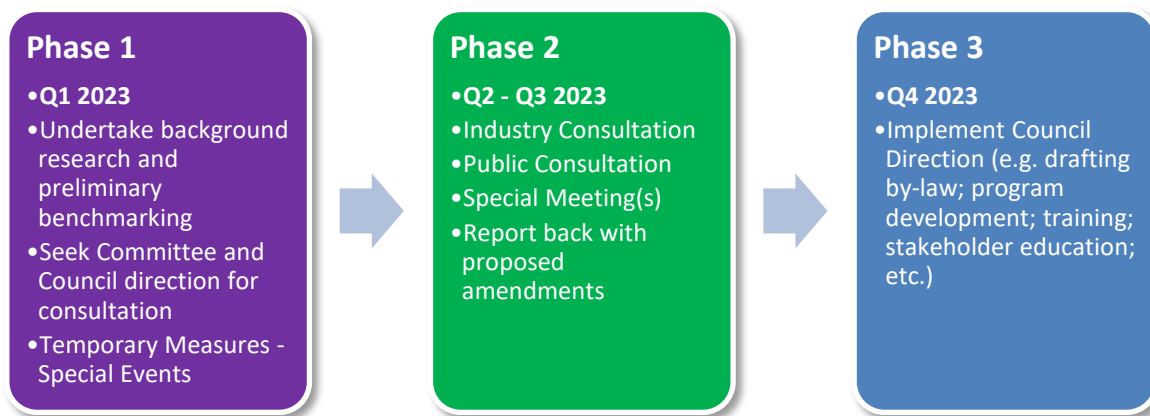
### 5.3 Licensing By-law Review

This report proposes a process for undertaking a review of the Licensing By-law in 2023. The following sections overview the Guiding Principles that will inform proposed options to be presented at a later date, as well as the proposed consultation approach. Staff are seeking Council’s approval and endorsement of both as part of continuing the review process.

#### 5.3.1 By-law Review and Consultation Process

As noted, the Licensing By-law provides for the licensing and regulation of various businesses that operate in Oshawa. The main goal of the Licensing By-law is to focus on health and safety of the public, consumer protection, and nuisance control. Staff would like public and industry stakeholder feedback on what the Licensing By-law should contain. Information received during the consultation process will be used to inform proposed updates to the Licensing By-law that will be presented to the Safety and Facilities Services Committee. The proposed process to review the Licensing By-law is illustrated in **Figure 1**.

**Figure 1 Proposed Licensing By-law Review Process**



**Note:** the proposed timing provided is subject to change.

Further details on the Phases are as follows:

**Phase 1:** Background, Seek Committee and Council Direction to Undertake Consultation (current)

**Phase 2:** Undertake Consultation, Report Back, and Seek Committee and Council Direction

This Phase will involve the following activities:

- Industry consultation, including:
  - Direct engagement with currently licensed businesses
  - Direct engagement with groups such as:
    - Greater Oshawa Chamber of Commerce
    - Downtown Oshawa Business Association
    - Canadian Federation of Independent Business (C.F.I.B.)
    - Canadian Federation of Independent Grocers (C.F.I.G.)
    - Canadian Pawn Association
    - Convenience Industry Council of Canada
    - Food, Health & Consumer Products of Canada (F.H.C.P.)
    - Ontario Chamber of Commerce
    - Ontario Convenience Stores Association
    - Retail Council of Canada
    - Ministry of Public and Business Services
    - Durham Region Health Department
    - Oshawa Fire Services
    - Durham Regional Police Service
    - Durham Region Municipal Insurance Pool
- Public consultation:
  - Online/paper feedback forms (one (1) month period)
  - Three (3) community pop-ups during Connect Oshawa period
- Special Safety and Facilities Services meeting
- Reporting back on findings and proposed amendments for Committee's consideration

### **Phase 3: Implement Council Direction**

#### **5.3.2 Review Considerations**

The goal of this by-law review is to modernize the by-law and simplify the licensing process for current and new businesses within the consideration of the Guiding Principles (outlined below).

##### **a) Guiding Principles (What should be licensed)**

Staff have identified the following Guiding Principles to consider when assessing **what types** of businesses should or should not be licensed and the associated application requirements and operating standards:

- **Health and Safety** – generally refers to protecting the public, businesses and customers
- **Consumer Protection** – generally refers to protecting the consumer (business user) and is relative to the type of business
- **Vibrancy of the City** – generally refers to contributing to the energy and quality of life for residents and business owners of and visitors to Oshawa; helping to make Oshawa a desirable place to live, work and visit

- **Nuisance Control** – generally refers to limiting negative community and neighbourhood impacts associated with the regulated business
- **Supporting Other Agencies and Levels of Government** (e.g. Public Health, provincial licensing systems, etc.) – generally refers to providing an additional layer of support for encouraging compliance with other regulatory and licensing systems, for example:
  - Proof of compliance with Public Health inspections is a requirement for food-related licences
  - Proof of a valid provincial licence is a requirement for a Payday Loan Establishment licence
- **Cost Recovery** – generally refers to ensuring the cost of administering and enforcing the licensing system is considered when establishing licensing fees
- **Supporting Business Expansion, Retention and Growth** – generally refers to streamlining regulations to increase simplicity and ensuring that regulations are appropriate

#### **b) Risk-Based Assessment (How businesses should be licensed)**

The purpose of the risk-based assessment is to identify **how** classes should be regulated (e.g. application requirements and operating standards). The general assessment includes the following considerations:

**Step 1 – Identify the Risk:** for example, has Durham Regional Police identified a risk to community safety?

**Step 2 – Assess the Risk:** for example, how severe is the risk (e.g. low, medium, high)

**Step 3 – Treat/Mitigate the Risk:** for example, how do we limit the risk

#### **c) Considerations**

The following themes and items will be considered during the course of the review:

- Licence classes, terms and fees
- Application requirements (e.g. police record checks, insurance documentation, regional/provincial approvals, etc.)
- Operating standards (e.g. rules for operating and continuing to hold/maintain a licence)
- Special event licensing processes
- Application processes
- Education and communication
- Customer service and experience
- Technical amendments

When assessing these considerations, staff will utilize:

- The Guiding Principles to identify **what should** and **should not** be licensed; and,
- A Risk-Based Assessment to identify **how** classes should be regulated (e.g. application requirements and operating standards).



#### 5.4 Temporary Measures Related to Certain Short-Term Food Shop and Peddler Licences

Concerns have been raised by some local businesses regarding barriers to their participation in local special events, including the costs associated with licensing fees for multiple special events (for Peddler and Short-Term Food Shop Licences specifically). All licence fees are established in General Fees and Charges By-law 13-2003, as amended. In response, staff are proposing temporary measures be established to:

- Permit staff to waive additional licence fees in relation to special events for licensed General Peddlers (Class “A”), Special Event Organizers (Class “B” – Peddler), and Food Shops as follows:
  - Only one (1) licence fee will be paid annually
  - An application for each additional licence (e.g. subsequent Short-Term Food Shop Licences or Peddler Licences) will still have to be submitted, but no additional fees will be charged
  - Updated documentation will have to be submitted should anything from the original licence application change (e.g. location)
  - Example: if a business holds a valid Food Shop licence, they can obtain a Short-Term Food Shop (Class “C”) Licence at no cost to participate in a special event. The business would still have to submit an application for a Short-Term Food Shop Licence, but no licence fee would be payable.

**Note:** This temporary measure would not apply to Seasonal Sales (Class “C”) Peddler Licences, given the temporary nature of the licence.

**Table 1 Current versus Proposed Licence Fee Structure (Temporary Measures Related to Certain Short-Term Food Shop and Peddler Licences)**

Licence	Current Fee	Proposed Fee	Documentation
Food Shop Class “A” – Food Shop	\$225 / year	\$225 / year (unlimited events)	Resubmit if there is a change
Food Shop Class “C” – Short-Term Food Shop	Per Day	Existing Food Shop Licence: Free No Existing Licence: \$105 / year (unlimited events)	Resubmit if there is a change
Food Shop Class “D” – Home Occupation Food Shop	\$225 / 2 years	\$225 / 2 years (unlimited events)	Resubmit if there is a change
Peddler Class “A” – General Peddler	Per Location/By Length of Time	1x Annual (unlimited events)	Resubmit if there is a change
Peddler Class “B” – Special Event Organizer	Per Location	1x Annual (unlimited events)	Resubmit if there is a change

**Note:** the fees listed in the table above reflect the \$75 application fee in addition to the cost of the licence.

Completed applications will still be submitted and updated documentation must be submitted to the City should any information on the original application change (e.g. place of event, participating vendors list, etc.), but no additional fees will have to be paid.

With Council's approval, these proposed temporary measures will be in effect for the duration of the Licensing By-law Review process, and consideration will be given during the Licensing By-law Review process as to whether the fee exemption should be established on a permanent basis.

## **6.0 Financial Implications**

The proposed temporary measures detailed in Section 5.4 is expected to result in lost licensing revenue; however, due to reporting limitations, the exact financial implications of the temporary measures are unknown at this time. Based on information available at this time, staff anticipate that the financial implications would be nominal and may be offset by new licensees who previously have not been licensed. The actual impact may differ due to increased or decreased participation by involved businesses in special events during the duration of the temporary measures.

## **7.0 Relationship to the Oshawa Strategic Plan**

The recommendations in this report relate to the following Oshawa Strategic Plan Goals:

- 4.1 Economic Prosperity and Financial Stewardship
- 4.2 Accountable Leadership
- 4.3 Social Equity



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Municipal Law Enforcement and Licensing Services



Tracy Adams, Chief Administrative Officer,  
Office of the C.A.O.

**Currently Licensed Business Classes (Licensing By-law 120-2005, as amended)**

<b>Business Class</b>	<b>Schedule</b>	<b>Description</b>
Adult Entertainment Parlour: <ul style="list-style-type: none"> <li>• Owners</li> <li>• Operators</li> <li>• Attendants</li> </ul>	"B"	Related to services appealing to or designed to appeal to erotic or sexual appetites or inclinations
Auctioneers	N/A	People who sell goods and merchandise by public auction
Billiard Halls	"C"	Establishments where pool, billiards, etc. are offered to the public
Body Rub: <ul style="list-style-type: none"> <li>• Owner/Operators</li> <li>• Owner (does not operate)</li> <li>• Operators (other than Owner)</li> <li>• Attendants</li> </ul>	"O"	Related to the touching/massaging of a person's body, excluding medical or therapeutic treatment given by a person otherwise duly qualified, licensed or registered to do so by the Province of Ontario and does not include sexual contact
Bowling Alleys	"D"	
Carnivals	"E"	Exhibitions, displays, events or amusement shows which may include the operation of one or more amusement devices or midway style attractions
Driving Schools and Instructors (Introduced in 2018)	"Q"	Related to the provision of Ministry of Transportation-approved courses for driving instruction
Food Shops	"F"	Places where food is made or offered for sale, excluding Refreshment Vehicles and Bed and Breakfast Establishments
Pawnbrokers	"G"	Related to businesses as defined in the Pawnbrokers Act
Payday Loan Establishments (Introduced in 2020)	"S"	Related to businesses licensed under the Payday Loans Act, 2008
Peddlers	"H"	Related to the selling of goods

<b>Business Class</b>	<b>Schedule</b>	<b>Description</b>
Places of Amusement	“I”	Related to places where three (3) or more amusement machines are available to the public
Public Garages	“P”	Includes places where gasoline or oils are stored or sold, motor vehicles are kept for sale/maintained/hired
Public Halls	“J”	Buildings with capacity of more than one-hundred and fifty (150) people that are offered for use as places of public assembly, excluding theatres under the Theatres Act or parts of a building used for religious purposes
Refreshment Vehicles (Reviewed in 2018)	“L”	
Residential Rental House Licensing (Excluded from this review as separate review in progress)	“K”	
Second Hand Dealers	“M”	Includes people dealing in second hand goods generally, and those who exclusively wreck/dismantle/recycle goods before disposition
Short-term Rental Operators (Excluded from this review as separate review in progress) (Introduced in 2020)	“R”	
Theatres	N/A	

**2022 Business Licences Issued**

<b>Business Class</b>	<b>Number of Licences Issued (2022)</b>
Adult Entertainment Parlour Owner	0
Adult Entertainment Parlour Operator	0
Adult Entertainment Parlour Attendant	0
Auctioneer	0
Billiard Hall	8
Body Rub Owner/Operator	0
Body Rub Owner (Who Does Not Operate)	1
Body Rub Operator (Other than Owner)	4
Body Rub Attendant	29
Bowling Alley	2
Carnival	11
Driving Instructor	156
Driving School	8
Food Shop – Class “A”	467
Food Shop – Class “B”	4
Food Shop – Class “C”	32
Food Shop – Class “D” (Home Occupation) (note: 2 year licence)	4
Pawnbroker	0
Payday Loan Establishment	7
Peddler – Class “A” (General)	2
Peddler – Class “B” (Special Event Organizer)	15
Peddler – Class “C” (Seasonal Sales)	2
Place of Amusement	2
Public Garage	149
Public Hall	30
Public Hall (Large)	2
Refreshment Vehicle (Mobile)	13
Refreshment Vehicle (Stationary)	16
Refreshment Vehicle (Temporary)	30
Salvage Yard	2
Second Hand Dealer	15
Theatre	0
<b>Total Business Licences Issued in 2022</b>	<b>1,011</b>

**Business Licensing Benchmarking Results**

**Table 1 Comparison of Currently Licensing Business Classes in Oshawa to Other Municipalities**

Oshawa	Ajax	Cambridge	Clarington	Guelph	Markham	Newmarket	Pickering	Richmond Hill	Toronto	Whitby	Windsor
<b>Adult Entertainment Parlour:</b> <ul style="list-style-type: none"> <li>• Owners</li> <li>• Operators</li> <li>• Attendants</li> </ul> \$3,000.00 annual licence \$75.00 annual application fee	Owner \$3,197.90  Operator \$1,066.00  Attendant \$266.50	Owner \$3,000.00  Operator \$1,400.00		Establishment \$349 Inspection Fee <ul style="list-style-type: none"> <li>• \$240.00 Licence Fee (Renewal \$345.00)</li> </ul> Retail Establishment <ul style="list-style-type: none"> <li>• \$303 Inspection Fee</li> <li>• \$240.00 Licence Fee (Renewal \$330.00)</li> </ul>	Services and Goods  Owner "Goods" \$664.00  Attendant or Operator \$998.00  Owner \$13,294.00	Owner \$649.50 (6 Month Licence)  Owner/Operator \$522.76 (6 Month Licence)  Operator \$389.76 (6 Month Licence)  Entertainer \$266.95 (annual)		Owner \$5,789.0  Operator \$1,274.00  Attendant \$347.00	Owner/Operator \$14,256.51 (Renewal \$13,778.90)  Designated Manager \$426.00 (Renewal \$313.04)  Entertainer \$426.00 (Renewal \$299.00)	Establishment \$3,000.00	Owner \$590.00 (Renewal \$491.00)  Operator \$191.00
<b>Auctioneers</b>  \$80.00			Single Event \$40.00  Annual \$75.00		\$265.00				\$421.81 (Renewal \$249.75)	\$100.00	New Items \$232.00/event  Used Items \$191.00/event
<b>Billiard Halls</b>  \$150.00 annual licence \$75.00 annual application fee					Owner \$265.00				\$439.94 (Renewal \$253.95)		

Oshawa	Ajax	Cambridge	Clarington	Guelph	Markham	Newmarket	Pickering	Richmond Hill	Toronto	Whitby	Windsor
<b>Body Rub:</b> <ul style="list-style-type: none"> <li>Owner/Operators (\$1,500.00 annually)</li> <li>Owner (does not operate) (\$1,400.00 annually)</li> <li>Operators (other than Owner)</li> <li>Attendants (\$100.00 annually)</li> </ul>	Parlour \$1,066.00  Operator \$213.20  Attendant \$106.60	Owner \$800.00  Operator \$300.00			Owner \$13,294.00  Operator \$996.00  Attendant \$974.00			Owner \$5,789.00  Operator \$1,274.00  Attendant \$347.00	Parlour \$14,164.43 (Renewal \$13,686.80)  Attendant \$426.00 (Renewal \$299.00)	Establishment \$3,000.00	Parlour \$503.00 (Renewal \$191.00)  Attendant \$191.00
<b>Bowling Alleys</b>  \$120.00 annual licence \$75.00 annual application fee					Owner \$265.00			\$463.00	\$439.94 (Renewal \$265.00)		Carnival Fee \$191.00/day  Circus Fee \$191.00/day
<b>Carnivals</b>  \$120.00 per day	\$106.60 daily (max \$400)					\$289.28 per event	\$100.00 first day  \$50.00 for each subsequent day		\$439.94 (Renewal \$265.00)		

Oshawa	Ajax	Cambridge	Clarington	Guelph	Markham	Newmarket	Pickering	Richmond Hill	Toronto	Whitby	Windsor
<b>Driving Schools and Instructors</b>  School: \$100.00 annual licence; \$75.00 annual application fee  Instructor: \$175.00 annual licence; \$75.00 annual application fee				Driving Instructors \$217.00 (Renewal \$146.00)	School Operator \$265.00  Instructor \$100.00  Vehicle \$265.00				Driving Instructor without Vehicle \$420.43 (Renewal \$324.66)  Driving Instructor with Vehicle \$480.05 (Renewal \$331.68)  School Operator with In-class only \$444.14 (Renewal \$298.62)  School Operator with In-vehicle \$480.05 (Renewal \$331.68)		
						Instructors \$129.92					





Oshawa	Ajax	Cambridge	Clarington	Guelph	Markham	Newmarket	Pickering	Richmond Hill	Toronto	Whitby	Windsor
<b>Pawnbrokers</b> \$150.00 annual licence \$75.00 application fee				<ul style="list-style-type: none"> <li>\$246.00 Inspection Fee</li> <li>\$210.00 Licence Fee (Renewal \$146.00)</li> </ul>	\$265.00				\$671.61 (Renewal \$327.90)	\$150.00	Retail/Resale and Pawnbroker \$232.00 (Renewal \$191.00)
<b>Payday Loan Establishments</b> \$150.00 annual licence \$75.00 application fee				Unknown \$							
<b>Peddlers</b> Class "A" - \$100.00 (1 – 2 days per location); \$200.00 (3 – 5 days per location); \$30.00 per day (in excess of 5 days) Class "B" - \$400.00 (per event licence) Class "C" - \$250.00 (for 1 – 3 months)	\$213.20 (various locations) \$3.30 (single location)		Stationary \$300.00 Mobile \$300.00 Assistant \$100.00	Merchandise Vehicle/Stand s/Trailer/Cart (Permanent and Short-term) Annual – <ul style="list-style-type: none"> <li>\$211.00 Inspection Fee</li> <li>\$210.00 Licence Fee (Renewal \$307.00)</li> </ul> Short-term – <ul style="list-style-type: none"> <li>\$91.00 Inspection Fee</li> <li>\$50.00 Licence Fee</li> </ul>	Temporary Vendors \$665.00	Special Sales (Class B & C) \$114.70 per day or \$389.76 (up to 7 days max) Show Sale – \$443.41	\$50.00 per day/location or \$500.00 per calendar year for stationary use		Sales Using Push Cart \$1,247.36 (Renewal \$846.96) Sales with Motor Vehicle \$1,247.36 (Renewal \$846.96)		Temporary Vending Site \$232.00 (No Renewal) Seasonal Sales \$232.00 (No Renewal) Door-to-Door Sales \$191.00 General Hawker \$191.00

Oshawa	Ajax	Cambridge	Clarington	Guelph	Markham	Newmarket	Pickering	Richmond Hill	Toronto	Whitby	Windsor
<b>Places of Amusement</b> \$175.00 annual licence \$75.00 application fee		Arcade \$263.25		<ul style="list-style-type: none"> <li>\$339.00 Inspection Fee</li> <li>\$210.00 Licence Fee (Renewal \$227.00)</li> </ul>	Owner \$265.00  Amusement Games Owner (4+) \$664.00  Amusement Games Owner (3 or less) \$134.00			Video Arcades \$319.00	\$439.94 (Renewal \$265.00)		
<b>Public Garages</b> \$175.00 annual licence fee \$75.00 application fee		Repair \$263.25  Sales \$263.25  Gas Station \$263.25			\$265.00				\$444.14 (Renewal \$298.62)		V.F.H. \$232.00 (Renewal \$191.00)  Storage/Sales \$232.00 (Renewal \$191.00)  Repairs \$290.00 (Renewal \$249.00)  Gas/Oil for Sale \$232.00 (Renewal \$191.00)  Car Wash \$290.00 (Renewal \$249.00)

Oshawa	Ajax	Cambridge	Clarington	• Guelph	Markham	Newmarket	Pickering	Richmond Hill	Toronto	Whitby	Windsor
<b>Public Halls</b> \$200.00 annual licence \$75.00 annual application fee	Vehicle \$266.50  Operator \$26.80	\$263.25		<ul style="list-style-type: none"> <li>\$352.00 Inspection Fee</li> <li>\$212.00 Licence Fees (Renewal \$243.00)</li> </ul>	\$265.00		\$10.00		\$439.94 (Renewal \$298.62)		\$616.00 (Renewal \$575.00)
<b>Refreshment Vehicles</b>  Mobile: \$225.00 annual licence; \$75.00 annual application  Stationary: \$225.00 annual licence; \$75.00 annual application  Temporary: \$95 licence fee (up to 5 days); \$75.00 application fee			\$200 – 291.53  Special Events \$0 - 50	Food Vehicle/Stand/Trailer/Cart <ul style="list-style-type: none"> <li>\$216.00 Inspection Fee</li> <li>\$210.00 Licence Fee (Renewal \$298.00)</li> </ul> Short-term \$95.00 Inspection Fee + \$50.00 Licence Fee	Owner \$530.00  Driver/Attendant \$265.00	Cart/Vehicle/Bike \$332.92  Refreshment Special Occasion Permit \$85.26	\$500.00	Owner \$343.00  Driver \$114.00  Cart Operator \$93	Food Carts \$426.89 (Renewal \$311.61)  Food Trucks \$1,247.36 (Renewal \$829.71)  Ice Cream Trucks \$1,247.36 (Renewal \$829.71)  Refreshment Vehicle Driver		Tricycle Type \$191.00  Pushcart \$191.00  Motorized \$191.00  Motorized with On-board Kitchen \$341.00 (Renewal \$191.00)

Oshawa	Ajax	Cambridge	Clarington	Guelph	Markham	Newmarket	Pickering	Richmond Hill	Toronto	Whitby	Windsor
<b>Second Hand Dealers</b> \$500.00 annual licence \$75.00 application fee	Secondhand Dealers Unknown \$  Salvage Yard \$250			Second Hand Goods \$260.00 (Renewal \$208.00)  Salvage Goods \$211.00 (Renewal \$210.00)	Salvage Shops/Yards and Second Hand Dealers and Goods  Shop Owner \$265.00  Yard Owner \$265.00  Dealer \$265.00  Retail Vendor \$265.00  Pedlar \$265.00	\$464.87		\$463.00	Salvage Shop \$671.61 (Renewal \$342.16)  Salvage Yard \$671.61 (Renewal \$342.16)  Secondhand Shop \$671.16 (Renewal \$342.16)	\$150.00	Old Gold Dealer \$232.00 (Renewal \$191.00)  Salvage Yard \$290.00 (Renewal \$240.00)
<b>Theatres</b>  N/A	Entertainment Establishment Owner \$106.60  Operator \$26.80								Movie Theatres \$439.94 (Renewal \$253.95)		

**Other Licences:**

**Note:** (\*) indicates a licence type that the City of Oshawa does regulate, but not through Licensing By-law 120-2005

**Table 2 Additional Licensed Business Classes in Municipalities Scanned**

Municipality	Licence Class
Ajax	<ul style="list-style-type: none"> <li>• Kennels</li> <li>• Private Transportation Companies*</li> <li>• Pet Shops*</li> </ul>
Cambridge	<ul style="list-style-type: none"> <li>• Adult Video Store</li> <li>• Adult Novelty Store</li> <li>• Personal Wellness</li> <li>• Personal Grooming</li> <li>• Fireworks Retail</li> <li>• Retail Exhibit Shows</li> <li>• Temporary Sales</li> </ul>
Clarington	<ul style="list-style-type: none"> <li>• Kennel</li> <li>• Sign Companies</li> <li>• Vehicle for Hire*</li> </ul>
Guelph	<ul style="list-style-type: none"> <li>• Bed and Breakfasts</li> <li>• Catering Companies</li> <li>• Holistic Service/Owner/Operator and Practitioner</li> <li>• Hotel</li> <li>• Personal Service Establishment</li> <li>• Private Parking Agent</li> <li>• Donation Bins</li> <li>• Publication Dispensing Box</li> <li>• Taxicabs, Limos and Vehicles-for-Hire*</li> </ul>
Markham	<ul style="list-style-type: none"> <li>• Personal Service Establishments</li> <li>• Bagatelle Establishments</li> <li>• Clothing Donation Bins</li> <li>• Driveway Paving Contractors</li> <li>• Dry Cleaning Depots</li> <li>• Fireworks (Sales)</li> <li>• Golf Driving Ranges</li> <li>• Horse Riding Establishments</li> <li>• Sign Installers (Mobile)</li> <li>• Special Sales</li> <li>• Tobacco Shops</li> <li>• Pet Stores*</li> <li>• Kennel</li> <li>• Limousines, Private Transportation Companies, Taxicabs*</li> <li>• Tow Trucks</li> </ul>

Municipality	Licence Class
Pickering	<ul style="list-style-type: none"> <li>• Adult Video</li> <li>• Automobile Wrecking Yard</li> <li>• Boarding Kennel</li> <li>• Breeder</li> <li>• Home-based business</li> <li>• Horse Riding Establishments</li> <li>• Markets</li> <li>• Pet Shops*</li> <li>• Taxicabs and Vehicles-for-Hire*</li> </ul>
Richmond Hill	<ul style="list-style-type: none"> <li>• Kennels</li> <li>• Newspaper Boxes</li> <li>• Pet Shops*</li> <li>• Taxicabs*</li> <li>• Tobacco Shops</li> <li>• Tow Trucks</li> </ul>
Toronto	<ul style="list-style-type: none"> <li>• Clothing Donation Boxes</li> <li>• Commercial Parking Lots</li> <li>• Drive-Self Rental Owners</li> <li>• Entertainment Establishment/Night Club</li> <li>• Holistic Centres</li> <li>• Laundry Facilities</li> <li>• Limousine Owners and Companies*</li> <li>• Personal Service Settings (Aesthetics/Piercings/Tattooing/etc.)</li> <li>• Pet Shops*</li> <li>• Precious Metal Shops</li> <li>• Private Parking Enforcement Agencies</li> <li>• Smoke Shop</li> <li>• Taxicab Broker/Owner/Operator/Private Transportation Companies/Limousine Owner*</li> <li>• Vape Product Retailer</li> <li>• Pedicab Owner</li> <li>• Tow Truck Owners</li> </ul>
Whitby	<ul style="list-style-type: none"> <li>• Exhibition</li> <li>• Lodging House*</li> </ul>

Municipality	Licence Class
Windsor	<ul style="list-style-type: none"> <li>• Bed and Breakfast/Guest House Establishment</li> <li>• Bill Distributor</li> <li>• Body Modification</li> <li>• Donation Bin Business</li> <li>• Entertainment Lounge</li> <li>• Escorts/Personal Service</li> <li>• Heating – Master/Contractor</li> <li>• Holistic Centre and Practitioner</li> <li>• Lodging House*</li> <li>• Mobile Sign Lessor</li> <li>• Pet Shop*</li> <li>• Plumber – Master/Contractor</li> <li>• Public Parking Lot</li> <li>• Special Sale</li> <li>• Taxicab Driver/Plate Holder/Broker/Transportation Network Companies*</li> <li>• Tobacconist</li> <li>• Towing Truck Owner/Vehicle/Drivers</li> </ul>