

INTER-OFFICE MEMORANDUM

TO: Carlos Gameiro
City Clerks

FROM: Campbell MacLean
Legal Services

FILE: G.1/2025(489)

DATE: December 1, 2025

RE: Community Safety Business Licensing By-law – Technical Amendment

Please find attached the above-referenced By-law amendment.

It has come to our attention that there is an error in the Community Safety Business Licensing By-Law, namely that the following row includes the word “Individual” twice:

Provision	Contravention Summary	Preset Fine (\$)	Early Payment Discount
70	Person carrying on Division 9 business – failing to make and maintain record of transaction - Individual	1000	
	Person carrying on Division 9 business – failing to make and maintain record of transaction - Individual	5000	

The second instance of “Individual” needs to be amended to read “Corporation”.

Enclosed is an amending by-law to correct the aforementioned error. Legal Services considers this amendment to be technical in nature and accordingly, Legal Services proposes that this amendment be brought to Council’s attention by means of communication.

An electronic copy of the By-law has been provided to Clerks via email.

If you have any questions, feel free to contact me.

Thank you.

Campbell MacLean
Solicitor