



BYLAW NO. 2026-07

A BYLAW TO ESTABLISH A BUSINESS LICENCE

The Council of the District of Katepwa in the Province of Saskatchewan enacts as follows:

1. SHORT TITLE

This Bylaw may be cited as the “Business Licence Bylaw”.

2. PURPOSE

The purpose of this Bylaw is to:

- .1 regulate and license businesses operating within the District;
- .2 ensure compliance with municipal bylaws, zoning, and applicable legislation;
- .3 provide for the safety, health, and welfare of residents and visitors.

3. DEFINITIONS

In this Bylaw:

“**Business**” means any commercial, industrial, institutional, or home-based activity carried on for profit or gain.

“**CAO**” means the Chief Administrative Officer of the District of Katepwa.

“**Designated Officer**” means the CAO or any person appointed by Council to enforce this Bylaw.

“**Home-Based Business**” means a business operated from a dwelling unit or accessory building in accordance with the Zoning Bylaw.

“**Mobile Food Vendor**” means a business operating from a vehicle, trailer, or temporary structure for the purpose of selling food or beverages.

“**Farmer’s Market Vendor**” means a person selling goods at a temporary market or organized event approved by the Municipality.

“**Unclassified Business**” means any business not otherwise defined within this Bylaw.

“**Short-Term Accommodation**” means the rental of a dwelling unit, or any portion thereof, for a period of less than thirty (30) consecutive days, and includes but is not limited to vacation rentals, short-term rentals, and accommodations advertised through online platforms such as VRBO, Airbnb, or similar services.

“Seasonal Business” means a business operating for no more than five (5) consecutive months within a calendar year.

“Municipality” means the District of Katepwa.

4. LICENCE REQUIRED

- .1 No person shall carry on or operate a business within the Municipality without first obtaining a valid Business Licence where the business falls within a classification established under this Bylaw.
- .2 A separate licence shall be required for each business.
- .3 A business licence is valid only for the person and business identified on the licence and is not transferable.

5. BUSINESS CLASSIFICATIONS

The following business classifications are established:

- .1 Home-Based Business
- .2 Mobile Food Vendor
- .3 Farmer’s Market Vendor
- .4 Short-Term Accommodation
- .5 Any other business type specially designated by Council

6. APPLICATION FOR LICENCE

- .1 Every application for a Business Licence shall be made to the Municipality on the prescribed form.
- .2 The applicant shall provide:
 - a. business name and contact information;
 - b. contact person (if different from applicant);
 - c. description of the business;
 - d. location of the business;
 - e. proof of any required Development Permit approval;
 - f. proof of any required provincial or health approvals (if applicable).
- .3 The Municipality may refuse an application where:
 - a. the business does not comply with the Zoning Bylaw;
 - b. required approvals are not obtained;
 - c. the application contains false or misleading information.
 - d. issuing the Licence is not in the public interest.

7. FEES

- .1 Licence fees shall be set out in Schedule “A” to this Bylaw.
- .2 All fees must be paid prior to the issuance of a licence.

8. TERM OF LICENCE

- .1 All Business Licences shall expire on December 31st of the year in which they are issued.

.2 Licences must be renewed annually.

9. GENERAL REGULATIONS

.1 All businesses shall comply with:

- a. the Zoning Bylaw;
- b. the Building Bylaw;
- c. all applicable provincial legislation.

.2 A Business Licence does not:

- a. exempt the holder from complying with any other bylaw or legislation;
- b. constitute approval of a development or use.

10. SPECIFIC REGULATIONS

.1 Home-Based Businesses

- a. Must comply with the Zoning Bylaw provisions for home-based businesses.
- b. Must remain secondary to the residential use.
- c. Shall not create excessive noise, traffic, or nuisance.

.2 Mobile Food Vendors

- a. Must operate only in locations approved by the Municipality.
- b. Must meet all Saskatchewan Health Authority requirements.
- c. Must not obstruct traffic or public access.

.3 Farmer's Market Vendors

- a. Must operate only within approved market events or locations.
- b. May be subject to reduced or waived fees at Council's discretion.

.4 Other Designated Businesses

- a. Council may, by resolution, require a business licence for any additional business type where it is deemed necessary for public interest, safety, or administrative purposes.

.5 Short-Term Accommodation (Short-Term Rentals)

- a. shall be considered a **Home-Based Business** and requires a valid Business Licence.
- b. shall only be permitted where allowed within the applicable zoning district.
- c. No person shall operate a Short-Term Accommodation unless:
 - i. a valid **Development Permit** has been issued where required;
 - ii. the use complies with the Zoning Bylaw;
 - iii. a valid **Business Licence** has been issued.

.6 Operational Requirements

The operator shall:

- a. provide a local contact person available to respond to issues within a reasonable timeframe; and
- b. ensure the property is maintained in a safe and sanitary condition; and
- c. ensure compliance with all applicable Municipal Bylaws.

.7 Occupancy & Parking

The maximum number of occupants permitted shall be:

- a. in accordance with the National Building Code; and
- b. as declared on the business licence application.
- c. The operator shall provide **on-site parking** sufficient to accommodate guests, and shall not rely on municipal road allowances.

.8 Nuisance & Conduct

Must not:

- a. create excessive noise;
- b. generate excessive traffic;
- c. interfere with neighbouring properties;
- d. become a nuisance as defined in the Nuisance Bylaw.

.9 Advertising

All advertisements (including Airbnb, VRBO, etc.) shall:

- a. include the valid Business Licence Number; and
- b. accurately reflect the approved occupancy and use.

.10 Conditions of Licence

The Municipality may impose conditions on a Short-Term Accommodation Licence, including but not limited to:

- a. occupancy limits
- b. parking requirements
- c. hours of operation
- d. any other condition deemed necessary to protect neighbouring properties

11. INSPECTIONS

- a. The Designated Officer may inspect any business to ensure compliance with this Bylaw.
- b. No person shall obstruct an inspection.

12. SUSPENSION OR REVOCATION

- .1 The Municipality may suspend or revoke a licence where:
 - a. the business is operating in violation of this Bylaw;
 - b. the business no longer complies with zoning or other regulations;
 - c. false information was provided.
 - d. renewal is not in the public interest.
- .2 Written notice shall be provided to the licence holder.

13. PENALTIES

- .1 Any person who contravenes this Bylaw is guilty of an offence.
- .2 A person found guilty of an offence under this bylaw is liable to the penalties set out in Schedule "B" of this Bylaw, in addition to any penalties pursuant to The Municipalities Act.
- .3 Each day a contravention continues constitutes a separate offence.
- .4 Repeated substantiated complaints may result in additional conditions, suspension, or revocation of the Licence.

14. COMING INTO FORCE

This Bylaw shall come into force and take effect upon final passage by District Council.

Read a first time the 21st day of April 2026.

Read a second time the 21st day of April 2026.

Read a third time and adopted the 21st day of April 2026.

(Seal)

Mayor

Administrator

**Certified a true and correct copy of Bylaw 2026-07
passed by Council of the District of Katepwa at
a meeting held on the 21st day of April 2026.**

SCHEDULE "A" TO BYLAW NO. 2026-07

FEEES AND RATES

Licensing Category	Seasonal Fee	Annual Fee
Home-Based Business	\$50.00	\$75.00
Mobile Food Vendor	\$75.00	\$100.00
Farmer's Market Vendor	\$50.00	\$75.00
Short-Term Accommodations	\$75.00	\$100.00
Other	\$75.00	\$100.00

SCHEDULE "B" TO BYLAW NO. 2026-07

OFFENCES AND PENALTY (FINE)

Offence Pursuant to the Bylaw	Offence Level	Paid Within 15 Days	Paid After 15 Days
Failure to comply with an order to remedy contravention	1st Offence	\$300.00	\$400.00
	2nd Offence	\$550.00	\$650.00
	3rd Offence	\$1000.00	\$1100.00
Failure to comply with any other provision of Bylaw	1st Offence	\$300.00	\$400.00
	2nd Offence	\$550.00	\$650.00
	3rd Offence	\$1000.00	\$1100.00