

**Appendix 'B'**  
**Mobile Food Vendor (Refreshment Vehicle, Food Truck/Cart etc.)**  
**Operating on Private Property**

**Mobile Food Vendor (Refreshment Vehicle, Food Truck/Cart etc.) Operating on Private Property**

1. This appendix shall apply to those persons seeking to operate as a Mobile Food Vendor on Private Property.
2. **Term of Licence**
  - (a) The Mobile Food Vendor Licence shall have the following options for a term of licence:
    - i. One (1) Month
    - ii. Three (3) Months
    - iii. Six (6) Months
    - iv. Twelve (12) Months (Annual Licence)
  - (b) Approval of the term of the Licence shall be at the discretion of the Licensing Officer.
- 2.1 The prescribed fees for the term of licence as outlined in the Municipality's User Fee and Charges Bylaw. Payment shall accompany the application.
3. In addition to the licensing requirements set out in Section 4 of this policy, a completed Application for a Licence shall be accompanied by:
  - (a) Public Health Approval, issued within twelve (12) months prior to the date of the Application;
  - (b) a Technical Standards and Safety Authority Field Approval, issued within twelve (12) months prior to the date of the Application, for all equipment and appliances that are not approved by the Canadian Standard Association or the Underwriter Laboratories of Canada, as applicable;
  - (c) where the Mobile Food Vendor's equipment is fuelled by propane or natural gas, a certificate issued within 6 months of the Application by a provincially certified propane contractor, confirming the equipment has been inspected and found to conform to the Propane Storage and Handling Regulations, being Ontario Regulation 211/01, as may be amended or replaced from time to time shall accompany the application;
  - (d) proof of an Annual Fire Inspection, if applicable;
  - (e) a Building Permit, if applicable;

- (f) a copy of the Applicant's driver's licence, if applicable;
  - (g) a copy of the ownership for the Food Truck, if applicable;
  - (h) a plan for the containment and disposal of grey water, grease and garbage in a sanitary manner satisfactory to the Municipality;
  - (i) a description of the type of food being served;
  - (j) photo(s) showing all sides of the Food Truck/Cart;
  - (k) a site plan showing the location of the Food Truck/Cart, as it relates to other buildings, structures, parking and property lines;
  - (l) written permission of the Owner of the property consenting to the use of their property for the Food Truck/Cart which shall include:
    - i. Full Address of the Private Property
    - ii. Name(s), Date, Contact Information for all property owner(s) registered to the property
    - iii. Dates/Timelines for which the Mobile Food Vendor has permission to occupy the land
  - (m) if the Vehicle used in the Business weighs over eleven thousand (11,000) kilograms, a copy of a valid Commercial Vehicle Operator's Registration issued by the Ministry of Transportation; and
  - (n) the appropriate licence, permit and application fees required in accordance with the Municipality's User Fees and Service Charges Bylaw.
4. A separate Licence shall be required for each Food Truck/Food Cart operating in the Municipality by the same licensee;
5. No Person shall operate a Food Truck/Cart except during the following hours:
- (a) 8:00 a.m. to 11:00 p.m.
6. No Person shall operate a Food Truck/Cart:
- (a) in a manner that interferes with the normal use of a sidewalk by pedestrians;
  - (b) within 100 metres of an elementary school;
  - (c) within 91.5 metres of:
    - i. an entrance to an Eating Establishment, or
    - ii. an entrance to a place where food is offered for sale, if the Food Truck/Cart offers for sale similar food as does the Eating Establishment or place where food is offered for

sale, unless the Eating Establishment has provided its consent in writing.

- iii. within 6 metres of an entrance to any building;
- iv. in front of any window of any building so as to obstruct the view from such building through such window or the view from outside the building through such window to any display within the building;

7. Every Licensee shall maintain all Food Trucks/Carts in a clean and sanitary condition with adequate measures for the storage and disposal of garbage and waste and sufficient levels of illumination to permit the safe use of the Food Truck/Cart.

8. A site inspection of the Food Truck/Cart shall be conducted by the Licensing Officer and/or Bylaw Enforcement Officer prior to the issuance of a Business Licence to ensure that all requirements of this policy are in order.

**Appendix 'C'**  
**Mobile Food Vendor (Refreshment Vehicle, Food Truck/Cart etc.)**  
**Operating on Municipal Property**

**Mobile Food Vendor (Refreshment Vehicle, Food Truck/Cart etc.) Operating on Municipal Property**

1. This appendix shall apply to those persons seeking to operate as a Mobile Food Vendor on Municipal Property.
2. **Term of Licence**
  - (a) The Mobile Food Vendor Licence shall have the following options for a term of licence:
    - i. One (1) Month
    - ii. Three (3) Months
    - iii. Six (6) Months
  - (b) Approval of the term of the Licence shall be at the discretion of the Licensing Officer.
- 2.1 The prescribed fees for the term of licence are outlined in the Municipality's User Fee and Charges Bylaw. Payment shall accompany the application.
3. In addition to the licensing requirements set out in Section 4 of this policy, a completed Application for a Licence shall be accompanied by:
  - (a) Public Health Approval, issued within twelve (12) months prior to the date of the Application;
  - (b) a Technical Standards and Safety Authority Field Approval, issued within twelve (12) months prior to the date of the Application, for all equipment and appliances that are not approved by the Canadian Standard Association or the Underwriter Laboratories of Canada, as applicable;
  - (c) where the Mobile Food Vendor's equipment is fuelled by propane or natural gas, a certificate issued within 6 months of the Application by a provincially certified propane contractor, confirming the equipment has been inspected and found to conform to the Propane Storage and Handling Regulations, being Ontario Regulation 211/01, as may be amended or replaced from time to time shall accompany the application;
  - (d) proof of an Annual Fire Inspection, if applicable;
  - (e) a Building Permit, if applicable;
  - (f) a copy of the Applicant's driver's licence, if applicable;

- (g) a copy of the ownership for the Food Truck, if applicable;
  - (h) a plan for the containment and disposal of grey water, grease and garbage in a sanitary manner satisfactory to the Municipality;
  - (i) a description of the type of food being served;
  - (j) photo(s) showing all sides of the Food Truck/Cart;
  - (k) a '*Permit to Operate on Municipal Property*' (see section 16 of this policy);
  - (l) if the Vehicle used in the Business weighs over eleven thousand (11,000) kilograms, a copy of a valid Commercial Vehicle Operator's Registration issued by the Ministry of Transportation; and
4. A separate Licence shall be required for each Food Truck/Food Cart operating in the Municipality by the same Licensee;
5. No Person shall operate a Food Truck/Cart except during the following hours:
- (a) 8:00 a.m. to 11:00 p.m.
6. No Person shall operate a Food Truck/Cart:
- (a) in a manner that interferes with the normal use of a sidewalk by pedestrians;
  - (b) within 100 metres of an elementary school;
  - (c) within 91.5 metres of:
    - i. an entrance to an Eating Establishment, or
    - ii. an entrance to a place where Food is offered for sale, if the Food Truck/Cart offers for sale similar Food as does the Eating Establishment or place where Food is offered for sale, unless the Eating Establishment has provided its consent in writing.
    - iii. within 6 metres of an entrance to any building;
    - iv. in front of any window of any building so as to obstruct the view from such building through such window or the view from outside the building through such window to any display within the building;
7. Every Licensee shall maintain all Food Trucks/Carts in a clean and sanitary condition with adequate measures for the storage and disposal of garbage and waste and sufficient levels of illumination to permit the safe use of the Food Truck/Cart.

8. A site inspection of the Food Truck/Cart shall be conducted by the Licensing Officer and/or Bylaw Enforcement Officer prior to the issuance of a Business Licence to ensure that all requirements of this policy are in order.