



MOBILE VENDING POLICY

Date Issued: September 1, 2016

Mandated by: City Manger

Current Revision: February 18, 2021

Cross Reference:

- Business Licence Bylaw C9-16
- Land Use Bylaw C23-20
- Special Events Policy GEN-021-A

Next Review: January 1, 2026

Responsibility: Director, Economic Development

1. PURPOSE

To ensure that all Mobile Vending within the City is carried out in a safe and orderly manner, while adhering to all applicable guidelines and regulations.

2. POLICY

All Mobile Vendors which operate within the City are required to obtain any and all necessary permits, licences, permissions and/or agreements prior to engaging in or operating a Mobile Vendor business.

3. DEFINITIONS

- 3.1 *City* – means the City of Fort Saskatchewan.
- 3.2 *City Property* – means property which is owned by the City, such as sidewalks, roads, boulevards, parks, parking lots and the land surrounding City buildings.
- 3.3 *Designated Site* – means a specific area identified by the City as a site where a Mobile Vending Unit can operate.
- 3.4 *Mobile Vending Unit* – means any motor vehicle, trailer, temporary structure, display or stand not permanently affixed to land used to assist in the selling and distribution of goods and/or services.
- 3.5 *Mobile Vendor* – means any individual, business, corporation, or organization selling goods and/or services from a Mobile Vending Unit.
- 3.6 *Special Event* – means an event which is held outdoors on City property, which has obtained a Special Event – Outdoor Permit (e.g. Farmers Market).

4. GENERAL GUIDELINES

- 4.1 Mobile Vending is not permitted on City property, except during Special Events or where a written agreement between the City and the Mobile Vendor has been executed, which specifically authorizes the Mobile Vendor to operate at a Designated Site.
- 4.2 Only those areas specified in Schedule "A" – Designated Sites shall be used by Mobile Vendors.
- 4.3 The Mobile Vendor is responsible for all necessary permits, licences, and letters of permission required by municipal, provincial or federal regulations.
- 4.4 Mobile Vending is permitted at outdoor Special Events, such as Farmers' Markets, on the conditions that:
 - a) the Mobile Vendor has obtained permission from the event organizer; and
 - b) the event organizer has obtained all necessary permits and licences.
- 4.4 Mobile Vending is permitted on private property on the conditions that:
 - a) the Mobile Vendor has obtained permission from the land owner; and
 - b) the use is permitted under the Land Use Bylaw.
- 4.5 A Mobile Vendor which has a lease agreement, licence agreement, or vending agreement with the City or with a City facility is not considered a Mobile Vendor, unless specifically designated as such.
- 4.6 All Mobile Vendors which operate within the City require a City business licence, pursuant to the Business Licence Bylaw.
- 4.7 Special Event Policy GEN-021-A regulates how the City of Fort Saskatchewan manages events to increase our level of accountability and responsibility for the safety of all residents, participants, visitors and City Property. Mobile Vendors are required to comply with this Policy in all regards, as applicable.

5. AUTHORITY / RESPONSIBILITY TO IMPLEMENT

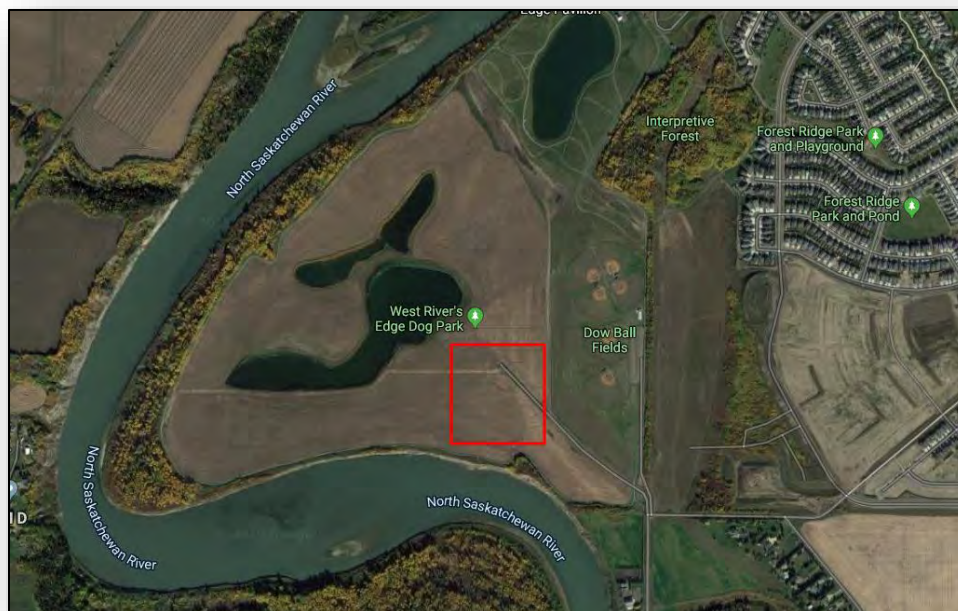
The Director, Economic Development has the responsibility and authority to implement this Policy.



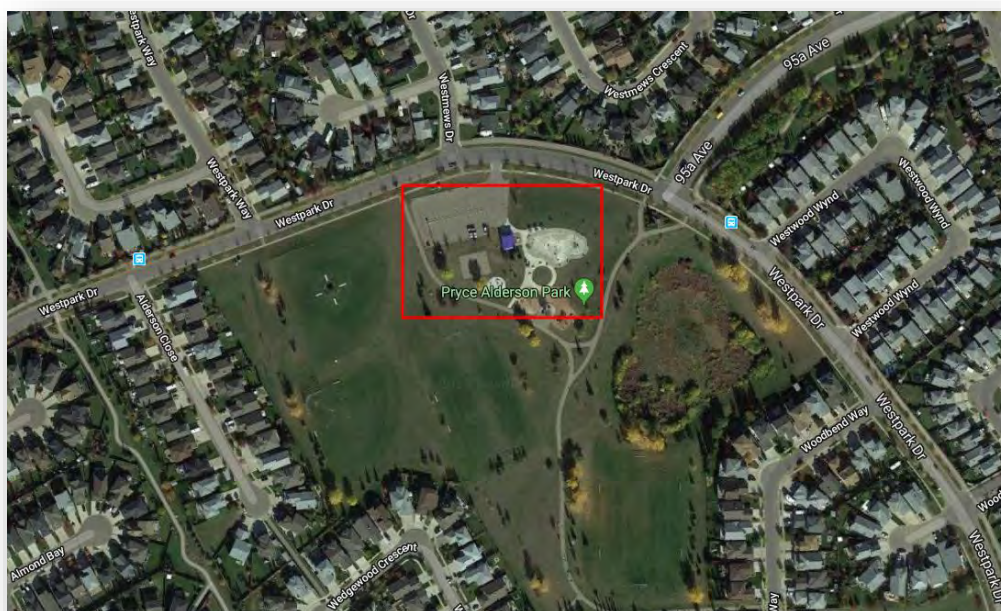
City Manager

SCHEDULE A - DESIGNATED SITES

Site 1 - West River's Edge Dog Park



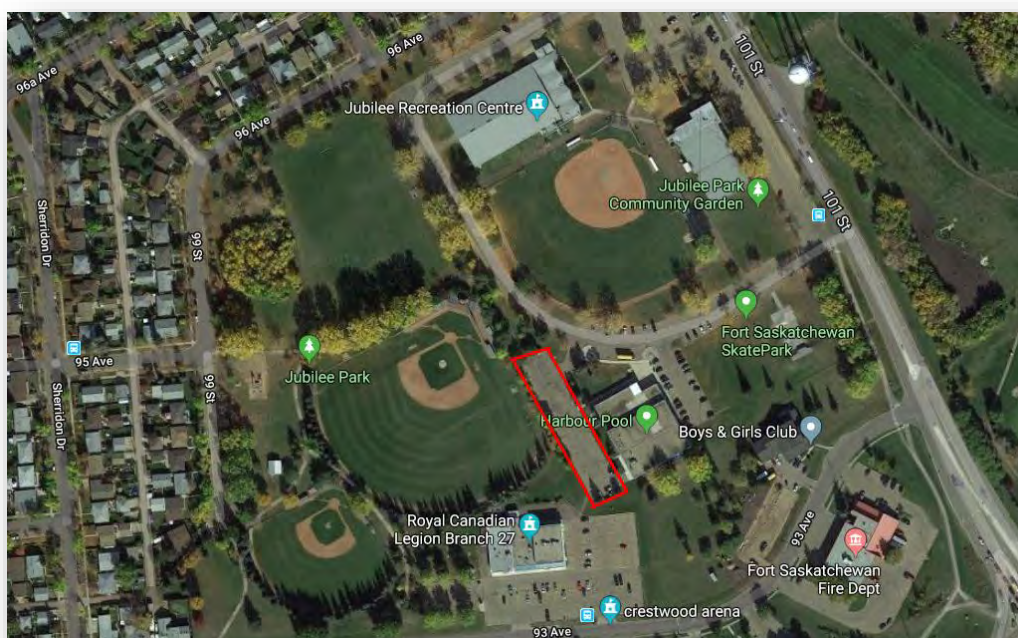
Site 2 – Pryce Alderson Park



Site 3 – Fort heritage precinct



Site 4 – Harbour Pool



Site 5 – Miller's Ice Cream

