



POLICY-PROCEDURE MANUAL

MOBILE FOOD VENDORS

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Date of Issue:

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Council

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1.0 Licensing Requirements

Licensed mobile food vendors (food trucks, trailers, and carts) can operate in select locations in the District of Kitimat, including private property where restaurant use is permitted as per Part 9 of the *Kitimat Municipal Code*; and designated District properties in Downtown Kitimat, shown on the attached maps. There will be two licensing options available for mobile food vendors starting in 2022:

- A license to operate on private property - \$100.
- A license to operate on private property and two designated District properties - \$350.

Prior to obtaining a mobile food vendor business license with the District, a person must provide:

- Completed Mobile Food Vendor Business License Application Form.
- Valid health permit issued by any Health Authority in BC and confirms the food handling practices meet provincial standards.
- Certificate of Insurance for \$3 million Commercial General Liability (Naming the District of Kitimat Additional Insured) and \$2 million Automobile Liability (if applicable); and
- Pass an annual fire inspection by the District of Kitimat's Fire Department.

2.0 Operational Requirements

Mobile food vendor locations on District property are available on a first come, first serve basis for each site. The District is not responsible for providing vendors with power and water sources. Mobile food vendors must be equipped with their own power and water source (if applicable) and provide proper waste and recycling receptacles as per the District's Solid Waste Management bylaws. The operator must ensure all garbage, recycling and organic waste is collected. The District may request a Discharge Management Plan from an operator to show where the vendor will dispose of any fats, oils, or greases created by the business.

Sign boards must be placed within 2 metres of the vendor and in areas that avoid any obstructions to vehicles or pedestrians. The placement of furniture, such as tables and chairs, are permitted if they do not create an interference with the regular movement of pedestrian and vehicle traffic. Signs and furniture cannot be left on site when the vendor is not present.

3.0 Rules & Requirements for Operating on Designated District Property

There are 3 designated District properties mobile food vendors can operate in as shown on the map attached to this policy, which include areas near/in:

- corner of Lahakas Boulevard and entrance to Lower City Centre Parking Lot (Location 1)
- corner of Tsimshian Boulevard & Wakashan Avenue (Location 2)
- Parking lot off Wakashan Avenue in Mountainview Square (Location 3)

Mobile food vendors operating on District property can operate seven days a week from 7 am to 10 pm. Mobile food vendors may be permitted to operate in other locations within the District as a special program or event. Prior District approval is required.

4.0 Rules & Requirements for Operating on Private Property

A person may operate on private property if the property is zoned for restaurants. When applying for the Mobile Food Vendor Business License, the operator must identify the private property and provide a written letter of permission from the property owner to operate on that property.

Mobile Food Vendor Sites
City Centre







Mobile Food Vendor Sites
Mountainview Square

