



TOWN OF GIBSONS

POLICY MANUAL

SECTION: Planning + Development	POLICY #: 3.11
TITLE: Mobile Vendor Policy	ADOPTED DATE: August 17 th , 1999
REVISED DATE: May 6, 2026	APPROVED BY: COUNCIL
REVISED DATE: September 8, 2026	RESOLUTION #: 99.290

1 Purpose

- 1.1 This policy establishes a clear and consistent framework for the regulation and administration of Mobile Vending on public and private lands within the Town of Gibsons.
- 1.2 The Policy is intended to:
- Support local economic activity and small business;
 - Ensure fair and transparent access to vending opportunities;
 - Protect public safety, accessibility, and enjoyment of public spaces; and
 - Ensure alignment with applicable bylaws and regulations.

2 Definitions

For this policy, the following definitions will apply.

“Applicant” means the person in whose name an application for a permit under this policy is submitted and who is therefore responsible for compliance with applicable regulations.

“Food and Beverage Vendor” means a Mobile Vendor that prepares or sells food or beverages for consumption.

“Mobile Unit” means any vehicle, trailer, cart, kiosk, or other temporary, moveable, or transportable structure used for Mobile Vending that is not permanently affixed to land.

“Mobile Vending” means the sale or offering for sale of food, beverages (excluding alcoholic beverages and cannabis), goods, or services from a Mobile Unit.

“Mobile Vending Permit” means a permit issued by the Town of Gibsons authorizing a Mobile Vendor to operate from approved locations, during approved times, and in accordance with the conditions of this Policy.

“Mobile Vendor” means a person or business that sells, offers for sale, or provides food, beverages, goods, or services to the public from a Mobile Unit.

“Non-Food Vendor” means a Mobile Vendor that provides goods or services other than food or beverages.

“Private Property” means land that is not owned by the Crown or the Town of Gibsons within the Town’s jurisdiction.

“Special Event” means an organized activity of a temporary, one-time, or infrequently occurring nature that brings people together for recreation, celebration, culture, sport, or community engagement. Special Events may take place on private property or on land controlled by the Town and may range in scale from small gatherings to large community events.

“Town Property” means all lands, parks, facilities, buildings, rights-of-ways, and public places owned or controlled by the Town of Gibsons.

3 Scope

- 3.1 This Policy applies to all Mobile Vendors operating within the Town of Gibsons.
- 3.2 The policy does not override the Town’s zoning bylaw or any other applicable bylaws. Mobile Vending is only permitted where zoned as a principal or accessory use.

4 Permit Framework

- 4.1 A Mobile Vending Permit is required in addition to a valid Business License and authorizes the location and operation of Mobile Vending on a specific site. A Business License alone does not permit Mobile Vending.
- 4.2 All Mobile Vendors must obtain:
 - A valid Town of Gibsons Business License,
 - A Mobile Vending Permit

The Town may revoke a permit where a Mobile Vendor does not actively operate within a reasonable period.

- 4.3 Permits:
 - Are valid for a maximum of one (1) calendar year (January 1 – December 31);
 - Are non-transferable;
 - May include site-specific and operational conditions.

5 Vendor Types

- 5.1 General Mobile Vending
 - Means a business that operates from a mobile unit or cart and provides goods or services to the public on a recurring or ongoing basis. General Mobile Vendors operate independently of a Special Event and may be licensed to use designated municipal or private locations for daily, seasonal, or year-round operations.
- 5.2 Special Events
 - Means a vendor who participates in a Special Event by providing goods or services on a temporary, one-time, or infrequently occurring basis. Special Event Vendors operate only for the duration of an approved Special Event and do not hold a standalone mobile vending location or ongoing vending authorization. This category includes vendors associated with festivals, markets, races, cultural celebrations, community gatherings, or other Special Events.

6 Public Land

- 6.1 The Town may designate, modify, relocate, suspend, or remove approved Mobile Vending locations at its sole discretion.
- 6.2 Approval to operate on Town Property does not grant exclusive use of the site unless otherwise specified.
- 6.3 Mobile Vending on Town Property is permitted where:
 - The use complies with the Zoning Bylaw; and
 - A valid Mobile Vending Permit has been issued.

7 Private Land

- 7.1 Mobile Vending on Private Property is permitted where:
 - Written permission is obtained from the property owner;
 - The use complies with the Zoning Bylaw; and
 - A valid Mobile Vending Permit has been issued.

8 Requirements

- 8.1 Core Requirements (All Vendors)
 - Minimum \$5,000,000 liability insurance with the Town as an Additional Insured;
 - Valid Business License;
 - Site plan – to include location, dimensions, seating proposed;
 - Waste management and recycling plan;
 - All signage must comply with the Town's Sign Bylaw;
 - Fire inspection and compliance with applicable fire codes (including NFPA standards) where applicable;
 - Permit Fee and \$500 damage deposit.
- 8.2 Additional for Food Vendors ONLY:
 - Vancouver Coastal Health approval; and
 - Menu clearly displayed to the public.
- 8.3 Insurance, Damage Deposit and Business Licence to be received within 10 days after approval of permit or the permit is deemed to be forfeited.

9 Operations

- 9.1 Mobile Vendors must:
 - Operate at least 12 days, for at least 4 hours per day, during each month;
 - Maintain a clean and orderly site at all times;
 - Remove all waste and recycling at the end of each operating day;
 - Ensure the Mobile Unit is attended during operating hours;
 - Not create excessive noise, odour, or other nuisance impacts;
 - Not cause damage to landscaped or hard-surfaced areas;
 - Not discharge wastewater, grease, or other liquids into the ground, storm system, or sanitary system. All units must be fully self-contained.

- Operate only between 8:00 AM and 8:00 PM, unless otherwise approved by the Town. Where Vendors wish to mobilize or demobilize their Mobile Unit outside of regular Town working hours at a location that has access restricted by a gate or bollard, the Vendor will be required to cover the cost for Town staff to remove/replace the bollard or gate; and
- Comply with all other Town of Gibsons bylaws.

10 Site Design

- Maximum mobile unit length: 6.0 m, unless otherwise approved;
- Maximum accessory area (e.g., seating or display): 15 m²;
- A minimum 1.5 m accessible pedestrian pathway must be maintained at all times;
- Mobile Vending must not obstruct utilities, access routes, or required parking spaces;
- Should consider an additional 1.5m–2.0 m frontage for customer queuing;

11 Enforcement

- 11.1 The Town may take enforcement action where a Mobile Vendor fails to comply with this Policy, permit conditions, or applicable bylaws, including:
- Suspension or revocation of a Mobile Vending Permit;
 - Immediate removal from a site;
 - Refusal of future applications; and
 - Issuance of bylaw enforcement penalties.
- 11.2 Any damage to municipal infrastructure or assets resulting from Mobile Vending operations will be repaired at the Vendor's expense.
- 11.3 The Town reserves the right to require a Mobile Vendor to vacate an approved location at any time, without notice. The Town is not responsible for providing alternate locations or compensation.

12 Application Process

- 12.1 Applications for Mobile Vending Permits:
- Must be submitted annually;
 - Will be reviewed by staff through an internal referral process coordinated by Corporate Services and Planning and Development Services;
 - Will be approved up to the maximum number of permits established by Council.
- 12.2 Where the number of eligible applications exceeds available permits:
- Applications may be evaluated using a scoring system based on established criteria; or
 - A lottery system may be used, at the Town's discretion.
- 12.3 Evaluation criteria may include:
- Environmental sustainability initiatives;
 - Environmental impact, including generator use;
 - Availability of customer amenities, where applicable (seating, washrooms, etc.);
 - Compatibility with surrounding businesses and land uses;
 - Commitment to operating within the community;
 - Past compliance with Town bylaws and policies; and

- Diversity of goods or services offered.

12.4 If the maximum number of permits is not reached, applications may be considered on a first-come, first-served basis.

12.5 Previous permit holders are not guaranteed approval in subsequent years.

12.6 The Town may approve additional Mobile Vendors as part of a Special Event.

13 Prohibited Items for Sale

13.1 The Town may prohibit the sale of goods or services that are illegal, unsafe, or inconsistent with the intended use of public spaces.

14 Fee Schedule

14.1 Mobile Vending Permit applicants must pay to the Town Permit fees as established in the “Town of Gibsons Rates, Fees and Charges Bylaw.”

15 Review Date

15.1 This policy will be reviewed every two (2) years, or earlier if required.

Attachment A to Mobile Vendor Policy

The following Town Property locations are identified as potential Mobile Vending sites.

Site availability, capacity, and servicing may vary and are subject to Town approval. Mobile Unit size and layout must be appropriate for the site and approved by the Town. For reference, the stars show ideal locations for the mobile vending unit, although the applicant may propose alternative locations at each site.

- **Armours Beach**

- Power: Not provided – vendor must be self-contained
- Water: Not provided



- **Arrowhead Park**

- Power: Not provided – vendor must be self-contained
- Water: Not provided



- **Aurora Park**

- Power: Not provided – vendor must be self-contained
- Water: Not provided



- **Brothers Park**

- Power: Not provided – vendor must be self-contained
- Water: Not provided



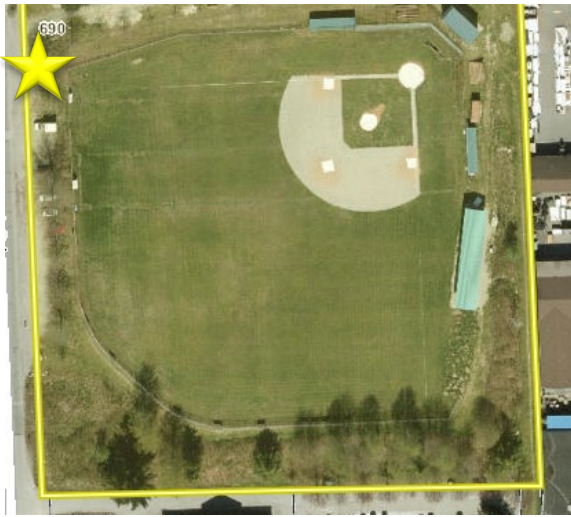
- **Charman Creek Lands**

- Power: Not provided – vendor must be self-contained
- Water: Not provided



- **Dempster Field**

- Power: Not provided – vendor must be self-contained
- Water: Not provided



- **Dougall Park**

- Power: Not provided – vendor must be self-contained
- Water: Not provided



- **Holland Park**

- Power: Not provided – vendor must be self-contained
- Water: Not provided

- Water bottle fill station at Well 1 area



- **Parkland Park**

- Power: Not provided – vendor must be self-contained
- Water: Not provided



- **Pebbles Park**

- Power: Not provided – vendor must be self-contained
- Water: Not provided



- **White Tower Lands**

- Power: Not provided – vendor must be self-contained
- Water: Not provided



- **Winegarden Park**

- Power: Available (existing event infrastructure). Capacity is shared and limited; vendors must confirm electrical requirements with the Town prior to approval.

- Water: Seasonal potable water available via hose connection with backflow protection. Use subject to operational availability and Town approval.

