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Policy Title Food Truck & Mobile Vendor Policy	Date: April 26, 2022	Motion No. 126/22

Purpose:

To provide a policy which guides the application and operation requirements for food trucks and other mobile vendors to operate on County-owned and operated parks, campgrounds, and other open space areas.

Policy Guidelines:

Application Procedure

1. Any person who wishes to operate a food truck, food service, or other mobile vending business on Kneehill County owned property that does not fall under a long-term lease by another organization, must complete the application process and provide the following:
 - a. Applicants must apply and be approved for a Vendor Permit with Kneehill County Planning and Development Services.
 - b. A permit is required for each mobile unit.
 - c. Submit an Operation Plan which includes: Overview of proposed mobile food vendor operation, including what products are to be sold, photos of the food truck / mobile operation, dimensions of mobile unit, details of any signage to be displayed.
 - d. Proof of motor vehicle insurance with a minimum Third-Party Liability limit of \$2,000,000 (two million).
 - e. Proof of liability insurance with minimum Commercial General Liability limit of \$5,000,000 (five million).
 - f. Valid food handling permit from Alberta Health Services.
 - g. Proof of Completed Fire Code Inspection.
 - h. Waste Disposal Plan.
 - i. Wastewater Disposal Plan.
 - j. Commercial license plate from a registry office, if required.

Conditions of Operation:

1. Food trucks shall be self-contained with respect to power and water requirements; if an additional power supply is required (i.e., a generator), it cannot cause a disturbance.
2. Mobile vendors may operate during the hours of 7AM to 9PM, Monday to Sunday, during the months of May through September.
3. Mobile vendors shall not operate in a manner that restricts or interferes with the ingress/egress of any Kneehill County sites or be an obstruction to emergency vehicles or County employees, vehicles, or equipment.



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4. Mobile units shall not remain on Kneehill County property overnight or on non-operational days, unless written permission is granted by the CAO or Designate.
5. Food trucks and mobile vendors may operate at the following locations within Kneehill County in designated areas once receiving a permit (for that specific location):
 - Braconniers Dam Campground – 2 units
 - Horseshoe Canyon – 4 units
 - Keiver’s Lake Campground – 2 units
 - Orkney Viewpoint – 2 units
 - Swalwell Dam Campground - 2 units
 - Torrington Campground - 2 units
6. For special events, food trucks or mobile vendors may exceed the number of units as indicated above with written permission from CAO or Designate.
7. Food trucks and mobile vendors may operate at other Kneehill County locations not listed within this policy with written permission from the CAO or Designate.
8. Mobile food vendors must install grease interceptors as required in compliance with the Water & Wastewater Services Bylaw #1699, and amendments thereto.
9. All wastewater must be disposed of at approved locations and a wastewater disposal logbook must be maintained and provided to Kneehill County, if requested.
10. All mobile vendors must ensure that their operation is kept free of rubbish and debris, and containers for waste must be provided by the vendor.
11. Permit approval does not exempt food trucks and other mobile vendors from operating in compliance with all other applicable municipal, provincial, and federal legislation and requirements.
12. Permit holders found in non-compliance with this policy may have their permit revoked at the discretion of the CAO or Designate.



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Approved: May 22, 2018 216/18
Approved: April 26, 2022 126/22
Review Date: April 26, 2026

