



## Staff Report

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**Report To:** Council Meeting  
**From:** Terri Towstiuc, Clerk  
**Date:** 2023-12-21  
**Subject:** Mobile Bakery Request

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### **Recommendation:**

That West Elgin Council hereby receives the report from Terri Towstiuc, Clerk; And

That Council hereby direct staff to \_\_\_\_\_.

### **Purpose:**

This report is to provide Council with background information regarding proposed mobile food and refreshment outlets/trucks.

### **Background:**

Recently, requests have been submitted to Council to allow a mobile bakery home based business in the parking lot of the West Elgin Arena or surrounding area. The proposal was circulated to all the Senior Management Team, requesting input from each department.

From a planning perspective, the C1 Zone would be a suitable location with a proper agreement in place. The arena parking lot technically isn't permitted in the OS zone but if the municipality allows it then the only issue is one of optics from the public or another business that might not look favorably on us supporting a business by providing a free spot. It appears that mobile food outlets were added to the C1 zone not the C2, as the C2 is a hamlet commercial and less likely to be a good spot for a food truck.

From a public safety perspective, the West Elgin Arena parking lot would not be an ideal location, while events are taking place. Having a potential line-up for refreshment services, which vehicles are navigating through the parking lots, would pose significant risk to drivers and pedestrians.

From a Fire perspective, If the mobile bakery will produce grease laden vapors, a commercial hood system meeting the requirements of NFPA 96 is needed. Otherwise, only proper fire extinguishers are required.

In early 2021, a report and draft by-law was presented to Council, with a recommendation that indicated *“That staff further investigate issues surrounding parking and bring forward a recommendation for a public meeting regarding the possibility of licensing mobile food outlets at a future meeting”*. However, the draft by-law was not finalized, and there is currently no policy in place to govern the use of Mobile food trucks. The report and draft by-law that was presented by the previous Clerk is attached to this report.

Noted in the 2021 report is “*There are a number of considerations for Council with regards to Food Trucks or Mobile Food Outlets such as where they should be permitted to be located, the fact that they are tourist attractions, they can take business away from bricks and mortar restaurants, that they don’t pay taxes but can become a by-law enforcement issue.*”

In consultation with Bylaw Enforcement, a sample from the Municipality of West Perth was provided, for reference, and is also attached to this report.

**Financial Implications:**

N/A

**Policies/Legislation:**

*Municipal Act, 2001*

*Ontario Regulation 493/17 of the Health Protection and Promotion Act*

West Elgin Comprehensive Zoning By-law 2015-36

Respectfully submitted by,

Terri Towstiuc  
Clerk