



MUNICIPALITY OF THAMES CENTRE

REPORT NO. LS-008-25

TO: Mayor and Members of Council
FROM: Deputy Clerk
MEETING DATE: May 12, 2025
SUBJECT: Refreshment Vehicle By-Law Updates

RECOMMENDATION:

THAT Report No. LS-008-25 be **RECEIVED** for information;

AND THAT the new Refreshment Vehicle by-law be **CONSIDERED**, as included in the by-law portion of the agenda.

PURPOSE:

The purpose of this report is to present a draft of a new Refreshment Vehicle By-law and Set Fine Schedule for Council's consideration and comments.

BACKGROUND:

The current Refreshment Vehicle By-law, 52-2021 was passed on June 14, 2021. Staff decided to undertake a review of this by-law in order to update it and to increase flexibility for Refreshment Vehicle operators while also reducing municipal liability. This review involved comparisons to surrounding municipalities' by-laws as well as consultations with our Fire Prevention Officer, insurance provider and Senior Management Team.

Attached to this report is the new proposed Refreshment Vehicle by-law. A link to the current by-law (52-2021) can be found in the References section of this report. The proposed new by-law includes some of the following changes:

Significant Amendments

The Municipality is now only licensing Refreshment Vehicles on municipally owned properties (Refreshment Vehicles attending private events are exempt from the

requirements of this by-law, provided that these are located on private property.)

Licensees are now allowed to purchase a 3-day license for a \$60 fee (currently, licensees are only authorized to purchase an annual licence for \$190) – both fees are already included in our current Fees and Charges By-law No. 4-2025.

Expanded the Insurance and Indemnification section, which has been reviewed by our municipal insurance provider. This includes an increase of \$5,000,000 to the commercial-general liability and standard form automobile liability insurance.

Added a Fire Prevention Requirements section, which has been reviewed by our Fire Prevention Officer and is consistent with surrounding municipalities.

Added an Inspection and Enforcement section, which includes additional Set Fines for obstructing/hinder an officer, providing false information, and failing to comply with a notice or order.

Minor Amendments

Definitions Section - added/removed definitions as necessary to update and ensure all legislative references are current (such as the Highway Traffic Act and the Health Protection and Promotion Act).

Updated the general definition of Refreshment Vehicle and removed the terms Located Refreshment Vehicle/Mobile Refreshment Vehicle

Persons under 18 are now permitted to apply for Refreshment Vehicle licence, with consent from parent/guardian.

The application package now requires additional supporting documentation.

Removed Special Events definition, which was wordy and confusing. Licensees will obtain the required permission from Community Services and Facilities through a separate application process for Special Events.

Added a Food Service Equipment Self-Checklist to include with the Refreshment Vehicle Licence Application (Schedule “B” of the proposed by-law) – this ensures licensees understand the complete requirements prior to applying.

Added Provision 5.7 as a safety precaution, which prevents Refreshment Vehicle Operators from locating their vehicle within 30 metres of a refueling station or volatile environment.

Set Fines

Along with the review of the by-law, staff undertook a review of the current Set Fine Schedule. Additional fines have been included and other amounts have been amended where required to be in better alignment with surrounding municipalities. The new proposed set fines are attached to the attached draft by-law under Schedule “C”.

COMMENTS:

Staff have already submitted this new draft by-law to the Ministry of the Attorney General to review the wording of the by-law and Set Fine Schedule, and the Ministry’s minor changes are included the draft version attached to this report. This is encouraged by the Ministry to promote efficiencies within this process.

The new Refreshment Vehicle By-law and Set Fine Schedule is included in the by-law portion of this meeting’s agenda for Council’s consideration. Should Council wish to make any further changes, the updated draft can be sent to the Ministry again for review and the by-law can be brought back for consideration at a subsequent meeting.

The advice of the Ministry of Attorney General is to forward date the in force and effect date for a repeal and replacement of a by-law with Set Fines, to ensure that enforcement can continue without interruption, while awaiting the approval of the new Set Fines.

FINANCIAL IMPLICATIONS:

None.

STRATEGIC PLAN LINK

Pillar: *Community Communications & Engagement*

Goal: *Increase communications between the municipality (Council and Staff) and the public*

CONSULTATION:

J. Boutros, Fire Prevention Officer
McFarlan and Rowlands, Insurance Provider
Senior Management Team

REFERENCES:

[Current Refreshment Vehicle \(By-law No. 52-2021\)](#)

ATTACHMENTS:

Draft Proposed Refreshment Vehicle By-Law

Prepared by: K. Arnold, By-law Compliance Officer
S. Henshaw, Deputy Clerk

Reviewed by: J. Nethercott, Director of Legislative Services/Clerk

Reviewed by: D. Barrick, Chief Administrative Officer