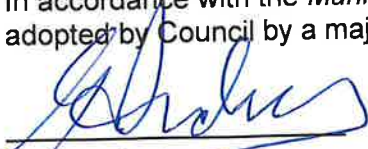


**VENDOR REGULATIONS**  
**Town of Happy Valley – Goose Bay**

## **PUBLISHED BY AUTHORITY**

The following Regulations have been made by the Town Council of the Town of Happy Valley-Goose Bay pursuant to of the *Municipalities Act, 1999*, SNL 1999 c. M-24 Section 414 (2) (c).

In accordance with the *Municipalities Act, 1999* Section 413 (1), these regulations were adopted by Council by a majority vote of Council at a meeting held on January 27, 2022.



George Andrews

Mayor of the Town of Happy Valley-Goose Bay

## **VENDOR REGULATIONS**

### **Title**

1. These regulations may be cited as the Town of Happy Valley-Goose Bay Vendor Regulations.

### **Interpretation**

2. In these regulations unless the context otherwise requires:
  - a) "ACT" means the Municipalities Act, 1990 as amended;
  - b) "COUNCIL" means the Town Council of the Town of Happy Valley-Goose Bay;
  - c) "PARK" means to permit a vending vehicle, whether occupied or not, to remain in a stationary position, otherwise than in obedience to traffic regulations, traffic signs or the directions of a traffic officer;
  - d) "SALESPERSON" means any person who is employed by a vendor and operates a vending vehicle or stand on behalf of the vendor, selling or exposing for sale, food or goods;
  - e) "STAND" means any device or temporary area used for the purpose of selling, or exposing for sale, food or goods;
  - f) "TOWN" means the Town of Happy Valley-Goose Bay;
  - g) "TOWN CLERK" means the Town Clerk of the Town of Happy Valley-Goose Bay;
  - h) "TOWN MANAGER" means the Town Manager of the Town of Happy Valley-Goose Bay;
  - i) "VENDOR'S PERMIT" means a permit issued under these regulations to a vendor and includes a renewal permit;

- j) "VENDING VEHICLE" means a device in, upon or by which a person or property may be transported or drawn upon a highway and used for the selling or exposing for sale of food and goods; and
- k) "VENDOR" means the individual, corporation or partnership whose name appears as the holder of the permit for the vending vehicle or stand.

## General

- 3. The Town Clerk or Town Manager or his/her designate, as authorized by Council, is authorized to issue, renew, or refuse a vendor's permit under these regulations.
- 4. (a) Any person who acts as a vendor or salesperson, and sells goods or foods from a vending vehicle or stand within the limits of the Town, shall be deemed to be carrying on a vending business and shall be subject to and shall comply with these regulations.  
  
(b) Notwithstanding Section 4(a), a person will be exempted from this regulation and will not require a permit if:
  - i. Selling newspapers door to door
  - ii. A child or youth selling goods to raise funds for school activities or non-profit youth groups
  - iii. A child or youth who is engaged in summer or after school self-employment initiatives.
  - iv. Organizations involved in fundraising activities.
- 5. The Council may order the removal of a vending vehicle or stand used or located without a permit.
- 6. A Vendor shall apply for a permit or any renewal thereof to the Town Clerk or Town Manager or his/her designate upon an application form (Schedule "A") provided by the Town. Permit fee structure is outlined in Schedule "D". Records of all permits granted shall be kept by the Town. The expiry date of the permit will appear on the permit when issued.  
  
The application must include a copy of all health permits required by the Provincial Government. If no health permits are required by the Provincial Government, the Town may require a copy of a permit from the Provincial Department of Health if deemed necessary.
- 7. A person will be granted a permit at no cost under these regulations if
  - a) Exposing for sale or selling goods or food on behalf of an organization or corporation having objects of a benevolent, religious, charitable, philanthropic, educational, agricultural, scientific, artistic, social, political, professional, fraternal, sporting, athletic, or other useful nature and not formed for gain or;
  - b) A person or group who is already paying Town of Happy Valley-Goose Bay business tax on a similar type of business.
  - c) A person or one of a particular class of person exempted by a decision by Council based on extenuating circumstances.

8. Persons selling firewood and/or forest products, farm products, fish, or meat shall not conduct business in Town owned parking lots of any business establishments within the limits of the Town. Vendors of these products will be permitted to conduct business on the parking lots of private business establishments within the Town provided that the vendor supplies the Town with written permission from the owner of the property, on company letterhead, authorizing the parking lot for that particular use (only original letters will be accepted). Council, however, reserves the right to revoke this permit if problems arise as a result of this arrangement.

“This section also applies to mobile vendors including mobile food stands and vehicles. Notwithstanding this, however, mobile food vendors will be permitted to operate at special events in accordance with a separate permit issued by the Town. Exceptions will be made to allow mobile food vendors representing charitable organizations and student businesses to operate in additional locations at the discretion of Council.”

Notwithstanding Section 8, all vendors, including mobile vendors, will be permitted to operate in a designated area on the Town’s parking lot, ballfields and playgrounds, subject to the following special conditions:

- i. The vendor will vacate the area upon a 24-hour notice provided by Town Personnel. The Town agrees to exercise this option only when the parking area is required by the Town for a special event, or if the Town or a sponsoring group using the facility has entered into agreement with a third party to provide canteen and/or food and product concessions at the facilities. This section applies to all Town owned parking lots, ballfields and playgrounds.
  - ii. Any vendor who creates disruption or refuses to move from the designated areas when requested by the Town will have his/her vendor permit revoked under Section 15 of these Regulations.
9. The holder of a vendor’s permit may carry on the business in every respect and act as a salesperson for the business, except that he may not act as a salesperson for another vendor.
  10. A salesperson employed by a vendor may only act on behalf of the vendor whose vendor’s permit his name appears on. A salesperson is subject to the same terms, conditions, and restrictions as the holder of the vendor permit.
  11. A corporation or partnership which applies for a permit as a vendor shall designate one individual who shall act as its representative, and the permit, if issued, shall be in the name of the corporation or partnership and there shall be designated thereon the name of the individual who is authorized to act as the holder of the vendor permit on behalf of the corporation or partnership.
  12. Where a permit has been refused, a further application for it may be made upon new or other material facts or where it is clear that material circumstances have changed.
  13. A vendor shall notify the Town within five (5) days, in writing, of any change in:

- Address;
- Corporation or partnership; and
- Salesperson

14. Every salesperson shall have on their person whenever operating a vending vehicle or stand, a certificate provided by the Town, authorizing them to act as a salesperson for a specified vendor. (Schedule "C")
15. A permit is issued or renewed subject to such terms, conditions and restrictions, if any, as the Town Clerk or Town Manager deems necessary and such terms, conditions and restrictions as may be prescribed by the regulations.
16. A vendor or salesperson shall comply with the terms, conditions, and restrictions to which the vendor permit is subject.
17. The Town Clerk or Town Manager may suspend or cancel a vendor permit where in his/her opinion such action is in the public interest, and without limiting the generality of the foregoing, the Town Clerk or Town Manager may suspend or cancel a vendor permit where it is evident that the vendor or salesperson:
  - a) Has violated any provision of these regulations or has failed to comply with any one or more of the terms, conditions or restrictions to which the vendor permit is subject;
  - b) Has made a material mis-statement in the application for the permit or in any of the information or material submitted to the Town Clerk or Town Manager or his/her designate;
  - c) Has been guilty of misrepresentation, fraud or dishonesty; or
  - d) Has demonstrated incompetency or untrustworthiness to carry on the business in respect of which the permit was issued.
18. Where the vendor permit is suspended or cancelled, all salespersons acting on behalf of the vendor shall likewise be automatically suspended.
19. When a person is dissatisfied with a decision of the Town Clerk or Town Manager respecting the issue, renewal, or refusal of a permit, appeal may be made to the appropriate board. Council will provide the aggrieved with a written statement of the exact procedures to be followed.
20. A salesperson shall not:
  - a) Conduct business within 100 metres of the grounds of any school between ½ hour prior to the start of the school day and ½ hour after dismissal at the end of the school day when schools are in session;
  - b) Conduct business in any area prohibited by Council;
  - c) Leave a vending vehicle or stand, set-up for business, unattended;
  - d) Park or leave a vending vehicle overnight on any street within the limits of the Town;
  - e) Sell food or beverage from a vending vehicle or stand in a fixed location unless litter receptacles are available or provided by the vendor;
  - f) Leave any fixed location without first picking up, removing and disposing of all trash or refuse;

- g) Sell anything other than that which is indicated on the vendor permit;
- h) Conduct business within 30 metres of any driveway entrance of a police or fire station;
- i) Conduct business within 7 metres of any crosswalk or intersection; and
- j) Park a vending vehicle upon road shoulders or walkways.

### **Offence**

21. Every person who acts as a vendor and carries out a vending business as outlined in these Regulations without having obtained a permit to do so, or any vendor or salesperson who fails to comply with or otherwise contravenes any of these Regulations is guilty of an offence, and is liable on summary conviction to the penalty set out in the Act.

### **Effective Date**

22. These regulations shall come into effect on the 1st day of January 2021.

**SCHEDULE "A"**

**APPLICATION FOR VENDOR PERMIT**

NAME: \_\_\_\_\_  
(Individual, Corporation or Partnership)

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

NAME: \_\_\_\_\_  
(Holder of Vendor Permit)

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

AUTHORIZED SALESPERSONS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Description of goods or food to be sold: \_\_\_\_\_

\_\_\_\_\_

Proposed location of business: \_\_\_\_\_

\_\_\_\_\_

Description of vending vehicle(s) and/or stand(s) (include number): \_\_\_\_\_

\_\_\_\_\_

Vending vehicle license if registered under the Highway Traffic Act: \_\_\_\_\_

Permit issued by the Department of Health: \_\_\_\_\_  
(Attach Copy)

Term of vendor Permit: Daily \_\_\_\_\_  
Quarterly \_\_\_\_\_  
6-month \_\_\_\_\_  
Annual \_\_\_\_\_

(Check One)

\_\_\_\_\_  
**SIGNATURE**

**SCHEDULE "B"**

**VENDOR PERMIT**

Permit No. \_\_\_\_\_

This is to certify that \_\_\_\_\_ of \_\_\_\_\_  
(Permit Holder) (Address)

is hereby permitted to conduct a vendor's business in the Town of Happy Valley-Goose Bay.

This permit is in force from the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, until the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

The permit is issued subject to the provisions of the regulations of the Town of Happy Valley-Goose Bay relating to vendors conducting business within the limits of the Town of Happy Valley-Goose Bay. This permit is not transferrable.

Additional Conditions: \_\_\_\_\_

The following salespersons are authorized to act on behalf of the above named holder of this permit:

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Address)

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, A.D.

Received the sum of \$ \_\_\_\_\_ for Vendor Permit.

\_\_\_\_\_  
Authorized Town Representative



**SCHEDULE "C"**

**SALESPERSON CERTIFICATE**

**Certificate No.** \_\_\_\_\_

This is to certify that \_\_\_\_\_  
(Name)

of \_\_\_\_\_ is hereby authorized as a salesperson  
(Address)

for \_\_\_\_\_  
(Permit Holder)

This certificate is issued subject to the conditions of any or all of the Regulations of the Town of Happy Valley-Goose Bay related to vendors.

This certificate is in force from the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, until the 31<sup>st</sup> day of December following.

**This Certificate is Not Transferable.**

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_, A.D.

\_\_\_\_\_  
Authorized Town Representative

## SCHEDULE "D"

### PERMIT FEE SCHEDULE

#### Vending Vehicle Business

Annual Rate - \$225.00 (plus \$10.00 for each unit)

#### Vending Stand Business

Daily Rate - \$10.00 per stand

Quarterly Rate - \$75.00 per stand

6-month Rate - \$125.00 per stand

Annual Rate - \$225.00 per stand

\* For vendors of Christmas trees that are Labrador grown, a seasonal permit fee of \$10.00 will apply.

# Town of Happy Valley-Goose Bay

## 2022 MUNICIPAL BUDGET

### **Motion # 2022-01-01**

Be it resolved that the Town Council of the Town of Happy Valley-Goose Bay approve and adopt the 2022 Municipal Budget for the Town of Happy Valley-Goose Bay as per *Section 77* of the *Municipalities Act, 1999* with total revenues of \$15,282,879.73 and total expenditures of \$15,282,879.73.

### **2022 MUNICIPAL TAX RATES AND FEES**

#### Property Tax

### **Motion # 2022-01-02**

Be it resolved that pursuant to *Section 112* of the *Municipalities Act, 1999*, the Town Council of the Town of Happy Valley-Goose Bay approve one uniform Property Tax Residential mil rate of 7.25 mils, Property Tax Commercial Rate of 11.00 mils and a Minimum Non-Vacant Property Tax Rate of \$50.00 as set out in the Policy and Procedures Manual, titled **Taxes and Rates**, Policy Number: **F0001** as the property tax for 2022.

### **Motion # 2022-01-03**

Be it resolved that pursuant to *Section 112* of the *Municipalities Act, 1999*, the Town Council of the Town of Happy Valley-Goose Bay approve the Minimum Vacant Commercial Property Tax of \$3,750.00, as set out in the Policy and Procedures Manual, titled **Taxes and Rates**, Policy Number: **F0001** as the property tax for 2022.

#### Water and Sewer Rates

### **Motion # 2022-01-04**

Be it resolved that pursuant to *Section 130* of the *Municipalities Act, 1999*, the Town Council of the Town of Happy Valley-Goose Bay approve the Sewer Tax Rate of \$300.00 per year and the Water Tax Rate of \$235.00 per year, as set out in the Policy and Procedures Manual, titled **Taxes and Rates**, Policy Number: **F0001** and **Water and Sewer Rates**, Policy Number: **F0008** as the water and sewer rates for 2022.

#### **Motion # 2022-01-05**

Be it resolved that pursuant to *Section 130 of the Municipalities Act, 1999*, the Town Council of the Town of Happy Valley-Goose Bay approve and adopt the Water Metered Rate of \$3.50 per 1000 gallons of water consumed and the Metered Sewer Tax Rate at \$2.00 per 1000 gallons of water consumed, for clients using water meters, as set out in the Policy and Procedures Manual titled **Taxes and Rates**, Policy Number: **F0001** and **Water and Sewer Rates**, Policy Number: **F0008** as the water meter rates and sewer meter rates for 2022.

#### **Business Tax**

#### **Motion # 2022-01-06**

Be it resolved that pursuant to *Section 120 of the Municipalities Act, 1999*, the Town Council of the Town of Happy Valley-Goose Bay approve and adopt the **Business Tax Rates** as set out in the Policy and Procedures Manual, titled **Taxes and Rates**, Policy Number: **F0001** as the business tax rates and utility tax rate for 2022.

#### **Town Fees for Services and Equipment Rental**

#### **Motion # 2022-01-07**

Be it resolved that the Town Council of the Town of Happy Valley-Goose Bay approve and adopt the Arena Fees set out in the Policy and Procedures Manual, titled **Arena Fees**, Policy Number: **F0002** for 2022.

#### **Motion # 2022-01-08**

Be it resolved that the Town Council of the Town of Happy Valley-Goose Bay approve and adopt the Ballfield Rental Fees set out in the Policy and Procedures Manual titled **Ballfield Rental Fees**, Policy Number: **F0003** for 2022.

#### **Miscellaneous Rates**

#### **Motion # 2022-01-09**

Be it resolved that the Town Council of the Town of Happy Valley-Goose Bay approve and adopt the Miscellaneous Rates set out in the Policy and Procedures Manual, titled **Miscellaneous Rates**, Policy Number: **F0005** for 2022.

**Motion # 2022-01-10**

Be it resolved that the Town Council of the Town of Happy Valley-Goose Bay approve and adopt the Municipal Rates – Equipment Rates set out in the Policy and Procedures Manual, titled **Municipal Rates – Equipment Rates**, Policy Number: **F0006** for 2022.

**Motion # 2022-01-11**

Be it resolved that the Town Council of the Town of Happy Valley-Goose Bay approve and adopt the Animal Control Services Rates set out in the Policy and Procedures Manual, titled **Cost of Animal Control Services**, Policy Number: **F0007** for 2022.

**Property Tax (Residential and Business) and Business Tax Exemption**

**Motion # 2022-01-12**

Be it resolved that the Town Council of the Town of Happy Valley-Goose Bay approve and adopt the Property Tax Low Income Relief Policy, Business and Property Tax Non-Profit Organizations and Groups Exemption Policy, Doctors Property Tax Exemption, and Young Entrepreneurs Business Application and Business Tax Exemption as set out in the Policy and Procedures Manual, titled **Property Tax (Residential and Business) and Business Tax Exemption**, Policy Number: **F0009**.

**Recreational Property Tax Rebate Policy**

**Motion # 2022-01-13**

Be it resolved that the Town Council of the Town of Happy Valley-Goose Bay approve and adopt the Recreational Property Tax Rebate Policy as set out in the Policy and Procedures Manual, titled **Recreational Property Tax Rebate Policy**, Policy Number: **F0010**.

## Additional Recommendation January 27, 2022

### Vendor Regulations

#### **Motion # 2022-01-21**

Be it resolved that the Town Council of the Town of Happy Valley-Goose Bay approve and adopt the Vendor Regulations as amended.