

NEW BUSINESS WELCOME GUIDE

**WELCOME TO
CALLANDER**

Welcome!

Small businesses are the foundation of Callander's local economy. Whether you are a new business, or just new to Callander, we've developed this package to help get you started in our town! We believe that the success of our local businesses is the success of our entire community.

We invite you to be involved in the community and to take advantage of all the great opportunities that Callander has to offer! If you ever have any questions or concerns, feel free to visit or contact us and we will be sure to help!

*- Council of the Municipality of
Callander*



Robb Noon
Mayor



Jordy Carr
Councillor



Mike Dell
Councillor



Irene Smit
Councillor



Grant McMartin
Councillor

2022-2026

About Callander

Population:

3,964

Average Age:

46

Median Household

Income:

101,000

Located 15 kilometers south of North Bay, Callander's lush trails and parks, sandy beaches and breathtaking sunsets provide a perfect backdrop for the downtown core. Callander offers the attractive qualities of small-town and country living along with the benefits of having a larger city close by. The combination of "best of both worlds" is why many of Callander's 3,800 residents have chosen to call the community "home".



Callander is open for business! There is no fee for opening a business in Callander and there is no business license requirement. Certain home-based businesses are supported within residential areas. Throughout the Municipality there are commercial and industrial properties that can accommodate many different business needs. We invite you to contact us to discuss your business idea and requirements.

Helpful Resources



The Business Centre Nipissing Parry Sound

The Business Centre is a not-for-profit organization that offers information, programs, training, and resources to entrepreneurs, start-ups, and expanding businesses. Contact them for a variety of useful resources including help with funding applications, business plan assistance, and more.

Email info@tbcnps.ca, call 705-474-0400 x.2302, or visit 200 McIntyre Street East, North Bay.



Ontario Business Registry

The Registry offers a variety of services, including registering your business online, searching for other businesses, or updating important business information.

Visit www.ontario.ca/page/ontario-business-registry

New Business Checklist

Steps to Starting a Small Business from TBC

- Define your business idea, including type of business (home-based, storefront?)
- Choose a business name that is unique and reflects your brand
- Decide on the legal structure (ie., sole proprietorship, partnership, corporation)
- Register your business online at ownr.co
- Research the licences or permits you may require to operate
- Develop your online presence including website, email, social media
- If required, apply for an HST/GST account through the Canada Revenue Agency
- Set up a business bank account
- Develop a bookkeeping system to track income, expenses, and transactions
- Get business insurance - consult with a broker to find the right coverage for you

Setting up Your Place of Business

- Ensure all required permits and approvals needed to operate your business have been obtained
- Investigate Point-of-sale systems
- Search for your perfect location
 - Ensure the location/operation meets the Zoning By-law
 - Get inspections - ensure no structural issues, and determine the cost to “fit up” new space
 - Apply for building permits (if required)
- Confirm suppliers and place your orders
- Set up your storefront or home business
 - Learn about garbage pickup services & schedules
 - Set up utilities
- Meet your fellow business owners and make connections
- Hire staff (if needed)

Important Information for Your New Business



Building Permits

What needs a permit?

Structural, plumbing, or electrical modifications, pool installations, and deck installations must be approved by the Municipality. Approved plans must comply with the Ontario Building Code, local zoning by-laws, and other applicable laws and regulations.



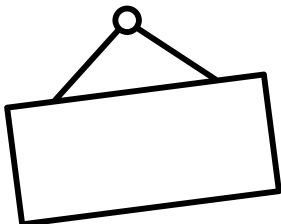
Other Permits

In addition to the municipal permits required, depending on your type of business, other regulatory bodies such as the Health Unit, AGCO, or Fire Department may need to complete inspections before you may begin operations.



Traffic and Parking By-law

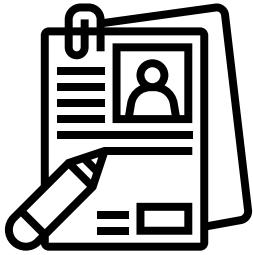
The Traffic and Parking By-law is in place for municipal and private parking lots. Businesses should be aware of this by-law as it might affect parking availability near your business location, or the number of spaces you need to ensure you have available.



Sign By-law

If you operate a business at a physical location within Callander, please ensure you are aware of what is and is not allowed in the Sign By-law.

More Important Information for Your New Business



Planning Applications

To ensure zoning and change of use meet the required specifications, we recommend contacting our Planning Administrator prior to submitting an application. You can contact our planning office at 705-752-1410 x306



Outdoor Vendor By-law

Callander recently made it a priority to support small business growth in Callander by making it easier for businesses to offer access to their business in a variety of ways, including our new Outdoor Vendor By-law, which now:

- simplified the process for acquiring an outdoor vendor permit
- increased allowances for outdoor patios and sidewalk sales
- allows for mobile food carts in the downtown core
- allows for food trucks on commercial properties, and
- allows for farmers markets on municipal property

Need Help? Call us!

705-752-1410	Municipal Office, General Inquiries
705-752-1410 x306	Planning Administrator
705-752-1410 x307	Chief Building Official
705-752-1410 x233	By-law Officer
705-752-1410 x300	Operations Department
705-752-1410 x226	Taxes
705-752-1410 x226	Water Billing
1-888-310-1122	Police Non-Emergency Line



Callander Medical Centre

Tips for Getting Settled

Opening a business is stressful, whether you're relocating or starting from scratch. Here are several strategies and reminders to help you settle in to your new location and business community a bit smoother.



Get in touch with our staff. We are all dedicated to helping you get to know Callander and get started. Contact us by phone, email, or by dropping by our Main Office.



Say hello! Meet your neighbours and build a good rapport with the folks who own businesses in your community and support them. It's all about building relationships.



If you're totally new to Callander, make sure you get your Welcome Package in the mail for your new property, which includes the garbage and recycling calendar, and information on property taxes and water. If you're renting, swing by the office for a copy!



Check or install smoke and carbon monoxide detectors. If you would like some assistance or want to be sure your new place is fire-safe, contact our Fire Chief at 705-752-1410 x225.



Be sure to obtain the proper insurance for your business. If you are moving an existing business to Callander, review your insurance policies and confirm the change of address. We have several local insurance companies if you need help!



Relax and get to know Callander! Take a walk around downtown and get to know your local business owners. There are so many hidden gems Callander has to offer, enjoy discovering them!

Get Out in the Community!

Be a vendor at one of our community events:

Submit a Vendor Application from our website to let us know you'd like to bring your business to one of our many community events!



Want more information first? Contact our Events Committee, which plans all the events, at events@callander.ca.

Register your business in our online business directory:

Municipal staff frequently direct new residents and any questions about local services and businesses to our online business directory.



We will also send out any important notices or funding opportunities available to our local businesses if you are registered.

Community Events

Callander hosts many events on a yearly basis. Our website and social media will have more information and information about special events, but here are a few of the events residents and visitors can look forward to every year, rain or shine!

Family Day Skate (February)

On Family Day, the Bill Barber Arena is open for a free skate for anyone wanting to spend some quality time together while enjoying complementary hot chocolate and fun music.



Photo Credit: Joey Roussey

FunFest (June/July)

Callander's flagship event takes place end of June/beginning of July. The day offers exciting family fun and entertainment, including a pancake breakfast, concerts, vendors, kids' activities, fireworks, and a parade to celebrate Canada Day! Come join fellow residents for a full day of family fun!

Sirens in the Park (August)

This all-day event is put on for the community to help educate others on fire safety through fun games and demonstrations. It features firetrucks and equipment for display by our local Callander Volunteer Firefighters. It also includes a family-friendly Movie in the Park to top off the day!





Cranberry Day (September/October)

This annual event takes place end of September/beginning of October. During the day, Callander celebrates its natural cranberry forest with fresh cranberry goods, horse-wagon rides, vendors, live music, and many fun activities for families at the Cranberry Trail and marsh.

Callander's Safe Halloween (October)

Near the end of October, Callander comes alive with a haunted house, games for all ages, free candy, costume contests, and more! Held at the Callander Community Centre, join fellow residents in a spooktacular evening of family fun.



Callander Lights Up Christmas (December)

Join residents in Centennial Park for the most spirited of the seasons. Callander Lights Up Christmas takes place on the first weekend of December every year. The evening starts with the Mayor officially lighting up the Park for the holidays, followed by hot chocolate, treats, horse-wagon rides, and a magical visit from Santa himself!



Scan for the full events calendar on our website to see what's going on!



Want to Stay Up To Date with What's Going On in Callander?



Our website has everything you may need to know about being a part of our Callander community. Scan with your phone, or visit www.mycallander.ca

VoyentAlert! is a notification service, provided by the Municipality of Callander, that is used to send personalized alerts about emergencies and day-to-day community notices, activities, and events. Visit our website for the free signup, or download the app on your mobile device.

Sign up for our quarterly newsletter at the bottom of our website! We're also on most social media, where you can keep up to date with all the newest things going on in Callander.



www.mycallander.ca



@MunicipalityofCallander



@MunicipalityofCallander



@CallanderON

Main and Planning & Building Office Hours

Fall - Spring

Monday to Friday: 8:30am-4:30pm

Summer (Canada Day-Labour Day)

Monday to Thursday: 8:30am-4:30pm

Friday: 8:30pm-1:00pm

Main Office

280 Main Street N,
PO Box 100
Callander, ON

Planning & Building Office

26 Main Street North
Callander, ON