

THE CITY OF VAUGHAN

BY-LAW

BY-LAW NUMBER 370-2004

A By-law to provide for the issuing, revoking, and/or suspending of permits and for regulating and inspecting special events within the City of Vaughan.

NOW THEREFORE, the Council of the Corporation of the City of Vaughan ENACTS AS FOLLOWS:

1.0 TITLE

This By-law shall be known as the "Special Events By-law".

2.0 DEFINITIONS

"City" means the Corporation of the City of Vaughan, in the Regional Municipality of York;

"City Clerk" means the Clerk of the City of Vaughan, as appointed under the authority of the *Municipal Act*, c.M.45, 1990, as amended;

"Clerk's Department" means the Clerk's Department of the City of Vaughan;

"Person" includes a natural individual, and their heirs, executors, administrators or other legal representatives, a corporation, partnership or other form of business association or a receiver or mortgagee in possession;

"Special Event" means parades, sports events, sidewalk sales, festivals, carnivals, religious processions, fund raising activities and social events;

"Chief Fire Official" means the Chief of the Fire Department for the City of Vaughan, or a person designated to act on his or her behalf;

"Chief of Police" means the Chief of the York Regional Police Department or a person designated to act on his or her behalf;

"Highway" means a street or highway being a provincial highway or under the jurisdiction of the Regional Municipality of York, the City of Vaughan, or assumed by the City or being constructed under an agreement with the City;

"Sidewalk" includes all such parts of a highway as set aside by the City for the use of pedestrians or used by the general public for the passage of pedestrians;

3.0 PROVISIONS

(1) No person shall hold, carry on, engage in, or conduct a special event in the City without first having obtained a permit to do so.

(2) Application for a Special Event permit shall be made in person on the prescribed forms at the Clerk's Department at least thirty (30) days prior to the event and shall be accompanied by the following:

- a) The appropriate fee as set out in Schedule "A" of this By-law;
- b) A traffic control plan outlining the location and description of traffic control signs for both roads and pedestrian routes and parking areas for staff and attendee's vehicles;

- c) Confirmation, in writing, that the Chief of Police has been notified of the special event and, where applicable, the appropriate pay duty Police Officers will be present during the event;
 - d) Confirmation, in writing, that the Chief Fire Official has been notified of the special event and, where applicable, pay duty Fire Fighters will be present during the event;
 - e) A certificate of policy insurance for general comprehensive liability in the amount of two million dollars (\$2,000,000.00) with the City of Vaughan named as additional insured;
 - f) A deposit for damages as set out in Schedule "A" of this By-law;
 - g) Any other information as the City Clerk may require.
- (3) No Special Event shall be permitted until all affected residents, as determined by the City Clerk, are notified in writing by the applicant as to the dates, times, duration and nature of the special event to take place. A copy of such notice shall be dated no less than 48 hours prior to the Special Event and a copy of same shall be filed with the Clerk's Department at the time of application.
- (4) Every person holding, carrying on, and/or conducting a Special Event shall ensure that such Special Event is only held, carried on, and/or conducted between the local times of 7:00 a.m. and 11:00 p.m. of the same day.
- (5) Every person permitted or required to be permitted under this By-law shall ensure that:
- a) Access for emergency response is provided and maintained at all times during the Special Event;
 - b) All fire hydrants, private driveways, sidewalks, access ramps, and/or the regular flow of vehicular and/or pedestrian traffic is not impeded;
 - c) Traffic is not stopped for more than a three (3) minute interval unless approval has been granted by the City Clerk.
- (6) Every person who receives a permit or requires a permit under this By-law shall ensure that once a Special Event has ended, all debris, litter, refuse and equipment has been removed and the location of the Special Event is restored to the condition it was prior to the event.

4.0 **OFFENCES AND PENALTIES**

- (1) Every person who contravenes any provisions of this By-law and every director or officer of a corporation who concurs in such contravention by a corporation, is guilty of an offence and, upon conviction, is liable to a fine

not exceeding twenty-five thousand dollars (\$25,000.00), or to imprisonment for a term not exceeding one (1) year, or to both;

- (2) Where a corporation is convicted of an offence under this By-law, the maximum penalty that may be imposed on the corporation is fifty thousand dollars (\$50,000.00), and not as provided in Section 4.0 (1).

5.0 **TERM**

This By-law shall come into effect on the 1st day of January, 2005 and shall remain in effect until it is amended or repealed.

READ a FIRST, SECOND and THIRD time and finally passed this 6th day of December, 2004.

Michael Di Biase, Mayor

J. D. Leach, City Clerk

SCHEDULE "A"

Special Event Permit Schedule of fees:

<u>CATEGORY</u>	<u>FEE</u>
Athletic Event	\$ 500.00
Festival	\$ 100.00
Parade/Procession	\$ 100.00
Social Event	\$ 25.00
Street Party	\$ 25.00
Damage Deposit	\$ 2500.00