

The City-owned and operated water trailer, called the “Water Cooler”, is part of the Environmental Services department’s water education program. Its intended purpose is a communication tool to promote municipal tap water as an alternative to bottled water. It is to be used as a tool for educational outreach and as a water source for the public. This policy governs its use.

The water trailer is intended to be accompanied by educational resources and trained City staff to promote Environmental Services department messaging. It will be deployed at City, or City-Sponsored community events and Community events. First priority for its use, however, shall be for emergencies.

Given mandatory health regulations and procedures that must be followed to ensure the safety, quality and cleanliness of the water and the trailer, its use shall be subject to the following requirements. Each application for use of the water trailer will be reviewed and approved on a case by case basis. Any conflicts or issues over its use shall be resolved by the Director of the Environmental Services department or designate. This policy contains definitions for clear interpretation.

Definitions

City Events: For this policy, shall mean events that are a primary means of showcasing the services and facilities that City residents receive for their tax dollars. They are a way of personalizing the City administration through the participation of the Mayor, Councillors and the City Manager, and offer an opportunity for direct interaction with local citizens.

Emergency Use: For this policy, shall mean situations where the City’s potable water supply is temporarily compromised, and another drinking water source is required (e.g. boil water advisory), as determined by the Director of Environmental Services or designate.

Community Events: For this policy, shall mean events that are a means for resident and community groups to come together to organize special activities that celebrate a sense of community and enhance the quality of life for residents and visitors to the City of Vaughan. Community events can include festivals, fairs, parades, dinner dances, fund-raising events, sporting events, etc.

Community Events also can be supported by an individual Councillor for the benefit of a specific ward. These “Ward Events” may include the opening of a parkette or a statue unveiling.

Policies**• Use of Water Trailer:**

The priority for use of the water trailer, in order, shall be:

- i) Emergency Use
- ii) City Events
- iii) Community Events

• Requirements:

- i) The water trailer is available for emergencies
- ii) Requests for the Water Cooler trailer must be submitted a minimum of 8 weeks prior to the event date.
- iii) The trailer must be accompanied by trained staff from the Environmental Services Department.
- iv) All events shall meet the following requirements to qualify for use of the water trailer:
 - Be open to open to the public, non-restrictive and a non-profit event.
 - Be held between May 1 and September 30.
 - Have a minimum attendance of 300 people.
 - Have a suitable access for the delivery, set up and pick up of the trailer. A site layout of the proposed location for the Water Cooler and a site visit will be conducted prior to final confirmation of the trailer's attendance.
 - The Water Cooler will be situated in a high traffic location that has parking spot of level pavement or gravel. Trailer's location may need to be altered days leading up to the event or the day of event, due to weather conditions. Alternate proposed locations should be provided by event organizers.
 - A minimum 9 square meter area (100 sq. ft.) will be provided beside the Water Cooler for City staff to promote Environmental Services department messaging.
 - Bottled water will not be sold or distributed by event organizers, attendees or vendors.
 - Water provided through the Water Cooler will only be for drinking purposes. Absolutely no hand washing is permitted. Vendors/food providers will be responsible for providing their own water.
 - Event organizers will actively promote the tap water service (The City of Vaughan's Water Cooler) to event attendees through all promotional material, including but not limited to website, print material, social media outlets and invitations.
- v) Multi-Day Events shall be reviewed on a case by case basis.
 - Due to the high volume of requests for this program, if an event lasts multiple days, the applicant is required to submit a separate request for each day they wish the mobile drinking water trailer to be present.
- vi) Hours of Daily Operation of the Water trailer shall be:
 - Minimum of 4 hours and between the hours of 9 a.m. to 9 p.m., or as determined by the Director of the Environmental Services department or designate.

Disclaimers

The City of Vaughan has a mandate to provide services to emergencies and City run events before any public events. The Environmental Services department reserves the right to cancel this service at any time without compensation to the event organization that has received confirmation of a Water Trailer presence, due to health and safety concerns, mechanical problems, or any other unforeseen issues. If such a situation occurs, the City will notify the event organizer.

Staff will endeavour to ensure events are geographically distributed across the City. In situations where the trailer has been requested to be deployed at events scheduled on the same day priority will be given to events with the greatest number of expected attendees, the nature of the event (opportunity for public education) and anticipated location of the trailer.

Due to the volume of requests received, the City of Vaughan cannot guarantee availability at an event.

Any conflicts and/or questions of interpretation of this policy, appeals to a decision, or special exceptions with respect to the trailer use will be resolved by the Director of the Environmental Services department or designate.