

## **CITY OF VAUGHAN**

### **EXTRACT FROM COUNCIL MEETING MINUTES OF MAY 17, 2016**

Item 30, Report No. 21, of the Committee of the Whole, which was adopted without amendment by the Council of the City of Vaughan on May 17, 2016.

#### **30 DESIGNATIONS OF MUNICIPALLY SIGNIFICANT EVENTS FOR SPECIAL OCCASION PERMITS**

The Committee of the Whole recommends approval of the recommendation contained in the following report of the City Clerk, dated May 3, 2016:

##### **Recommendation**

The City Clerk recommends:

1. That Council approve the following definition for an “Event of Municipal Significance”;  
  
“A one time, annual or infrequently occurring event that is open to the public, has a predetermined opening and closing date and time, and which:
  - a) has local, regional, national or international historical or cultural significance;
  - b) builds awareness of diverse cultures; or
  - c) benefits the community at large”;
2. That the City Clerk or his designate be authorized to declare an event to be an Event of Municipal Significance for the purpose of supporting an application made to the Alcohol and Gaming Commission of Ontario for a Special Occasion Permit; and
3. That prior to the designation of an Event of Municipal Significance, all applications for such designation be circulated to City of Vaughan Fire Services, City of Vaughan By-law and Compliance, Licensing and Permit Services, York Regional Police, York Region Community and Health Services, the Chief Building Official for the City of Vaughan, and Members of Council for comments.

##### **Contribution to Sustainability**

Events deemed as municipally significant will contribute to the economic and social vitality in the City of Vaughan by attracting visitors from Vaughan and the GTA.

##### **Economic Impact**

There is no direct economic impact associated with this report.

##### **Communications Plan**

Event holders, through information posted on the City’s website, will be advised of the requirements to be met should they require an event to be declared as municipally significant for the purpose of applying for a Special Occasion Permit (SOP).

##### **Purpose**

The purpose of this report is to seek authority for the City Clerk or his designate to issue letters of support to event holders where there is a requirement that the event be designated as municipally significant. The letter will be forwarded to the event holder in support of an application for an SOP to sell alcoholic beverages at the public event.

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#### **Background - Analysis and Options**

***Alcohol and Gaming Commission of Ontario regulations provide for the issuance of various types of SOPs, including to Public Event Holders whose events have been declared as “Events of Municipal Significance”.***

The service of alcohol within the Province of Ontario is governed by the Alcohol and Gaming Commission (AGCO) and is dependent upon the nature of the event and the number of people expected to attend.

An SOP is required any time alcohol is offered for sale or is served anywhere other than in a licensed establishment or private place. AGCO regulations provide for the issuance of SOPs for Private Events, Industrial Promotional Events and Public Events. Public Event SOP's may be issued for events that are open to the general public, such as charity fundraisers, outdoor street festivals and community events. Public Event SOPs may be issued to:

- A charity registered under the Income Tax Act (Canada), or
- A non-profit organization or association organized to promote charitable, educational, religious or community objectives

In addition, Public Event SOPs may be issued to an individual or business for an event of:

1. Provincial, national or international significance as agreed by the registrar of the AGCO, or
2. Municipal Significance for which a municipal resolution or letter from the municipal Clerk or designated authority is required and indicates the event is one of municipal significance.

***Applications for the designation of an event as an Event of Municipal Significance will be circulated for comment.***

Provincial regulations provide that for all outdoor SOP's the applicant must give written notification of the event to the clerk, police, fire and public health departments of the municipality where the event is taking place. If a tent, pavilion or tiered seating is used the local building department must also be notified in writing.

The periods of notification are:

1. At least 30 days before the event is to take place if fewer than 5000 people per day are expected to attend, or
2. At least 60 days before the event is to take place if 5000 people or more per day are expected to attend the event.

The recommendation in this report provides for the circulation of all applications to Vaughan Fire Services, By-law and Compliance, Licensing and Permit Services, York Regional Police, York Region Community and Health Services, the Chief Building Official for the City of Vaughan, and Members of Council for comments.

A list of the most significant responsibilities of a Public Event SOP Holder are set out at Attachment 1.

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#### ***Delegation to the City Clerk streamlines the process.***

Due to the scheduling of Council meetings it may not always be possible to report to Council within the time parameters set out by the AGCO for the processing of SOP's. Accordingly, staff are proposing that the City Clerk be authorized to designate an event to be an Event of Municipal Significance following the filing of an application and circulation to the parties noted.

#### ***A working definition of Event of Municipal Significance is required.***

Although the AGCO requires a support letter or resolution describing an event to be an Event of Municipal Significance, the term is not defined.

Staff have reviewed the various types of events held in the City of Vaughan and have developed the following definition for an "Event of Municipal Significance":

"A one time, annual or infrequently occurring event that is open to the public, has a predetermined opening and closing date and time, and which:

- a) has local, regional, national or international historical or cultural significance;
- b) builds awareness of diverse cultures; or
- c) benefits the community at large"

Examples of events that would fall into this definition are: the Santa Claus parade, Kleinburg Bindertwine, Thornhill Village Festival, Caribbean parade, Canada Day celebrations, cultural events hosted by cultural groups, and/or Canada's Wonderland events celebrating various ethnic cultures.

#### **Relationship to Term of Council Service Excellence Strategy Map (2014-2018)**

This report is consistent with the Term of Council priorities, as outlined in the Service Excellence Strategy Map:

- Operational Performance by providing effective service delivery

#### **Regional Implications**

York Regional Police and York Region Community and Health Services will be commenting agencies.

#### **Conclusion**

Staff are recommending that Council provide authority to the City Clerk or his designate to declare an event to be an Event of Municipal Significance for the purpose of supporting applications to the AGCO for Special Occasion Permits.

#### **Attachment**

1. Responsibilities of a Public Event SOP Holder

#### **Report prepared by:**

Joseph Chiarelli, Manager of Insurance - Risk Management

(A copy of the attachments referred to in the foregoing have been forwarded to each Member of Council and a copy thereof is also on file in the office of the City Clerk.)