

Municipality of Lakeshore – Report to Council

Legal and Legislative Services

Legislative Services



To: Mayor & Members of Council
From: Cindy Lanoue, Team Leader – Legislative Services
Date: April 3, 2024
Subject: Request for Designation of Municipally Significant Event – Lighthouse Cove & District Lions Club Fundraising Event – June 15, 2024

Recommendation

Designate the Lighthouse Cove & District Lions Club fundraising event, scheduled for Saturday, June 15, 2024 at the property municipally known as 17845 Melody Drive (also known as 999 Quenneville Drive), as “municipally significant”, as presented at the April 30, 2024 Council meeting.

Strategic Objectives

This report does not relate to one of Council’s Strategic Objectives but is a citizen-centered municipal function.

Background

Attached (Appendix A) is a copy of the correspondence received from the Lighthouse Cove & District Lions Club relating to the fundraising event scheduled for June 15, 2024. While the letter speaks primarily to lottery licensing, the event organizers have advised that alcohol will be served at the event, therefore a Special Occasion Permit (SOP) will be required.

Comments

The Alcohol and Gaming Commission of Ontario (AGCO) administers the SOP program, which includes the sale and service of alcohol on special occasions such as charity fundraisers.

There are three types of special occasions for which a permit may be issued:

1. Private Event: for events where only invited guests will attend. These events cannot be advertised and there can be no intent to gain or profit from the sale of alcohol at the event.

2. Public Events: for events that are open to the public. These events can be advertised and allow for fundraising including profit from the sale of alcohol.
3. Industry Promotional Events: for events held to promote a manufacturer's product through sampling. There can be no intent to gain or profit from the sale of alcohol at the event.

The Lighthouse Cove & District Lions Club intends to host the public fundraising event at Lighthouse Cove Lions Park, located at municipal address 17845 Melody Drive (also known as 999 Quenneville Drive).

Public Event permits can only be issued by the AGCO for events by registered charities or non-profits, or for events of "municipal significance". In order to be deemed an event of municipal significance, it requires a designation by the municipality in which the event will take place. SOP applications for a municipally significant Public Event must be accompanied by either a municipal resolution or a letter from a delegated municipal official designating the event as municipally significant.

Building, By-law and Fire Services divisions were consulted and advised that there are no concerns relating to the event, provided that the event organizers ensure access is maintained up to the facility as best they can for emergency services in case a medical or other unforeseen emergency occurs, must help ensure that smoking occurs in accordance with the *Smoke-Free Ontario Act* and that the event complies with the provisions of the Municipality's Noise By-law. Should tents be installed, building permits will be required.

In addition, the event organizers must provide:

- a site plan to denote the location of stages, portables, additional bathroom facilities, tents or fencing, if installed, as well as the designated area being used to serve alcohol (with dimensions);
- a description of materials used to identify the designated area (i.e. snow or chain link fencing); and
- the location, number and size of exits from the designated area.

The Municipality of Lakeshore will not assume any responsibility for the event by recognizing it as "municipally significant".

Financial Impacts

The event organizers have paid the \$50.00 application fee for consideration of the designation of the event. There is no further financial impact to the Municipality by way of designating an event as "municipally significant".

Attachments

Appendix A – Lighthouse Cove & District Lions Club letter of request

Report Approval Details

Document Title:	Request for Municipally Significant Event - Lighthouse Cove Lions.docx
Attachments:	- 20240615-Lighthouse Cove Lions SOP.pdf
Final Approval Date:	Apr 11, 2024

This report and all of its attachments were approved and signed as outlined below:

Prepared by Cindy Lanoue

Submitted by Brianna Coughlin and Susan Hirota

Approved by the Corporate Leadership Team