

# Municipality of Lakeshore – Report to Council

## Strategic & Legal Affairs

### Civic Affairs



**To:** Mayor & Members of Council

**From:** Brianna Coughlin, Division Leader – Civic Affairs

**Date:** March 17, 2023

**Subject:** Request for Designation of Municipally Significant Event – Lighthouse Cove & District Lions Club – June 17, 2023

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### Recommendation

Designate the Lighthouse Cove & District Lions Club fundraising event, scheduled for Saturday, June 17, 2023 at the property municipally known as 17845 Melody Drive (also known as 999 Quenville Drive), as “municipally significant”, as presented at the April 4, 2023 Council meeting.

### 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 17, 2023. 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 intend to host the public fundraising event at Lighthouse Cove Lions Park, located at municipal address 17845 Melody Drive (also known as 999 Quennville Drive).

Public Event permits can only be issued 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 Designation of Municipally Significant Event - Lighthouse Cove and District Lions Club - June 17, 2023.docx
Attachments:	- Request for Municipal Designation - Lighthouse Cove Lions.pdf
Final Approval Date:	Mar 28, 2023

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

Prepared by Brianna Coughlin

Submitted by Kristen Newman

Approved by Justin Rousseau and Truper McBride