



City of
Peterborough

To: **Members of the Arenas Parks and Recreation Advisory Committee**

From: **Rob Anderson, Recreation Division Coordinator**
Sue Warrington, Arena Division Manager

Meeting Date: **May 26, 2015**

Subject: **Report APRAC15-029**
Special Occasion Permit for 2015 Peter Robinson Festival

Purpose

A report to request that the Arenas Parks and Recreation Advisory Committee endorse the issuance of a Public Event Special Occasion Permit for the 2015 Peter Robinson Festival occurring within Morrow Park from July 31 to August 2, 2015.

Recommendation

That the Arenas Parks and Recreation Advisory Committee approve the recommendation outlined in Report APRAC15-029 dated May 26, 2015, of the Recreation Division Coordinator and the Arena Division Manager, as follows:

That the issuance of a Public Event Special Occasion permit be endorsed for the Peter Robinson Festival occurring within Morrow Park from July 31 to August 2, 2015, in accordance with the *Liquor Licence Act*, and the City of Peterborough Alcohol Management Policy.

Budget and Financial Implications

There is no budget or financial implication resulting from the approval of the recommendation of Report APRAC15-029.

Background

The Alcohol and Gaming Commission of Ontario (AGCO) is responsible for approving and issuing Special Occasion Permits (SOP) to organizers of events where members of the public are invited, and where alcohol may be sold for a profit.

A registered charity, non-profit association or organization for the advancement of charitable education, religious or community objects may take out a Public Event SOP for an event occurring on municipally owned land, without the requirement to obtain a municipal designation by City Council. However, endorsement of the SOP by the Arenas Parks and Recreation Advisory Committee provides assurance to the AGCO that the municipality does not object to the serving of alcohol at these outdoor events, occurring on municipal property.

Public events taking place outdoors are not required to restrict alcohol sale, service and consumption to designated beer tents, and may be expanded to include other areas that are part of the event. However, if the event is taking place on municipal property (e.g. park, arena), the municipality has the ability to either establish or approve the areas to which the SOP applies, or not approve the event at all. Regardless of the size of the proposed licensed area, a 0.9 metre high partition must be in place in order to distinguish the areas in which alcohol is allowed from the areas in which it is not allowed. Sufficient security must be provided by the event organizer to ensure that alcohol is sold, served, and consumed in compliance with the *Liquor Licence Act* and regulations.

The City's Alcohol Management Policy is in compliance with the *Liquor Licence Act*, and dictates to the event Convenors/Organizers the requirements that must be adhered to during the event operations.

Event Convenors/Organizers must:

- Sign a Hold Harmless agreement;
- Obtain third party liability insurance in the amount of \$5,000,000, with the City named as an additional insured, with the policy containing a cross liability clause;
- Remove all litter immediately after the event; and
- Abide by all terms and conditions of the City of Peterborough Alcohol Management Policy. (All event convenors receive a copy of the Alcohol Management Policy and must initial each page, indicating they have read and understand their responsibilities under the Policy.)

The St. Patrick's Day Parade Committee, which is an incorporated not for profit organization, is organizing an event known as the Peter Robinson Festival, to occur within Morrow Park from July 31 to August 2, 2015. The Festival will be a cultural event, highlighting the City's history. While the Festival is scheduled to take place during the time in which the Agricultural Society has jurisdiction over Morrow Park, the land is still considered City owned property.

The St. Patrick's Parade Committee has requested that the City support their application for a SOP, in order to serve alcohol at the Peter Robinson Festival. This event does not require a municipal designation in order to receive a SOP, as per the *Liquor Licence Act*. If the issuance of a SOP is supported by APRAC, City staff will conduct a site visit with the organizer of the Peter Robinson Festival prior to and during the event, to ensure all requirements of the Municipal Alcohol Policy are understood and adhered to. The AGCO inspectors and the local Police are responsible for enforcing the *Liquor Licence Act* and its regulations.

Staff recommends the issuance of SOP's be endorsed by APRAC for the Peter Robinson Festival, taking place at Morrow Park July 31 to August 2, 2015.

Submitted by,

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Recreation Division Coordinator

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Arena Division Manager

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