



## Appendix H

### Staff Report for City Manager Delegated Authority

Date of Report: August 6, 2019

Report Number: SRCS.19.22

Department: Community Services  
Division: Recreation and Culture Services

Subject: SRCS.19.22 – Special Occasion Permit Date Change

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#### Purpose:

To have the City Manager approve the special occasion permit date change..

#### Recommendation(s):

That the City Manager approve the date change for the Homes Publishing Group Special Occasion Permit.

#### Contact Person:

Donald Hearn, Manager of Marketing and Administrative Services, ext. 2503

#### Submitted by:

  
Ilmar Simanovskis  
Commissioner of Community Services

#### Approved by:

  
Neil Garbe  
City Manager

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### **Background:**

Each year organizations request permission to hold special occasion permits at various outdoor park locations. The Alcohol and Gaming Commission of Ontario requires approval from the City in order for the groups to obtain a special occasion permit from the Liquor Licensing Board..

Council approved the special occasion permit request from the Homes Publishing Group that was scheduled to take place on June 13 at Richmond Green. The Parks Division closed the sports fields and therefore respective special occasion permits on this date due to inclement weather. As a result of the City cancellation, the group has requested an alternative date for their event on September 19.

### **Financial/Staffing/Other Implications:**

All special occasion permit holders pay \$306 (plus HST) per event in accordance with the approved Tariff and Fees By-law. Revenue is deposited into account 831-109469.

### **Relationship to the Strategic Plan:**

Enforcement of the Municipal Alcohol Policy and ensuring special occasion permits are in compliance with the rules and regulations of the Alcohol and Gaming Commission of Ontario aligns with Goal One of the Strategic Plan specifically by promoting the use of parks and public spaces for people to assemble and connect.

### **Conclusion:**

This permit request complies with all regulations set out by the Alcohol and Gaming Commission of Ontario and as outlined in the Municipal Alcohol Policy. Staff therefore recommends that the request to reschedule the permit to September 19<sup>th</sup> as requested.

### **Attachments:**

- Appendix A – Event date change request

**APPENDIX A**

**SPECIAL OCCASION PERMIT DATE CHANGE REQUEST**

<b>Organization</b>	<b>Original Date</b>	<b>Rescheduled Date</b>	<b>Location</b>
<b>Frances Mangos Homes Publishing Group 37 Sandiford Drive Suite 404 STOUFFVILLE, ON L4A 7X5 (905) 479-4663 ext. 221 (647) 853 2082 (cell)</b>	<b>June 13</b>	<b>September 19</b>	<b>Richmond Green # 1, 2, 3, 4, 5, 6, 7 Shelter B</b>