



Staff Report for Council Meeting

Date of Meeting: April 27, 2022

Report Number: SRCS.22.10

Department: Community Services
Division: Recreation and Culture Services

Subject: **SRCS.22.10 – 2022 Outdoor Special Occasion
Permit Requests**

Purpose:

To have the 2022 Outdoor Special Occasion Permit Requests approved by Council.

Recommendation(s):

- a) That staff report SRCS.22.10 regarding outdoor special occasion permit requests be received.
- b) That the 2022 Outdoor Special Occasion Permit Requests listed in Appendix A to SRCS.22.10 be approved.

Contact Person:

Donald Hearn, Director of Recreation and Culture

Report Approval:

Submitted by: Tracey Steele, Acting Commissioner of Community Services

Approved by: Darlene Joslin, Interim City Manager

All reports are electronically reviewed and/or approved by the Division Director, Treasurer (as required), City Solicitor (as required), Commissioner, and City Manager. Details of the reports approval are attached.

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Background:

Each year organizations request permissions to hold special occasion events at various outdoor park locations. The Liquor License Board of Ontario requires a motion from Council approving the request in order for the groups to obtain a liquor license. All groups are required to follow the terms of the City of Richmond Hill Municipal Alcohol Policy and abide by all regulations stipulated by the Liquor License Board of Ontario.

Financial/Staffing/Other Implications:

All special occasion permit holders pay \$300 per event in accordance with the approved Tariff of Fees By-Law. Revenue is deposited into a Recreation and Culture operating revenue account.

Relationship to Council's Strategic Priorities 2020-2022:

Enforcement of the Municipal Alcohol Policy and ensuring special occasion permits are in compliance with the rules and regulations of the Liquor License Board of Ontario aligns with Council's strategic priority of a strong sense of belonging specifically by promoting the use of parks and public spaces as places for people to assemble and connect.

Climate Change Considerations:

Climate change considerations are not applicable to this staff report.

Conclusion:

The permit requests for 2022 comply with all regulations set out by the Liquor License Board of Ontario and as outlined in the Municipal Alcohol Policy, therefore staff recommend all requests listed in Appendix A be approved.

Attachments:

The following attached documents may include scanned images of appendixes, maps and photographs. All attachments have been reviewed and made accessible. If you require an alternative format please call the contact person listed in this document.

- Appendix A – 2022 Special Occasion Permit Requests

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Report Approval Details

Document Title:	SRCS.22.10 Outdoor Special Occasion Permit Requests.docx
Attachments:	- SRCS.22.10 Appendix A - 2022 Special Occasion Requests.pdf
Final Approval Date:	Apr 20, 2022

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

Donald Hearn - Apr 20, 2022 - 11:36 AM

Tracey Steele - Apr 20, 2022 - 11:43 AM

Darlene Joslin - Apr 20, 2022 - 2:11 PM