

Community Services *Staff Report*

REPORT NO: CS-2024-05

TO: Council

SUBMITTED BY: Chris Catania, Director of Community Services

PREPARED BY: Manuela O'Krafka, Manager of Community Services

REVIEWED BY: Sharon Chambers, Chief Administrative Officer

DATE: March 25, 2024

SUBJECT: Request for Event to be Deemed Municipally Significant

RECOMMENDATION:

THAT Report CS-2024-05 be received for information.

THAT Council designate the South Indian DJ party held at the St. Agatha Community Centre on April 20, 2024 a Municipally Significant Event.

SUMMARY:

This report outlines a request to Council for a rental in a Township community centre be deemed a Municipally Significant Event, in order to obtain a Special Occasion Permit (SOP) from the Alcohol and Gaming Commission of Ontario (AGCO).

An event of municipal significance requires a designation by the municipality in which the event will take place. Special Occasion Permit 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.

BACKGROUND:

To host a licensed event that is open to the public, the Alcohol and Gaming Commission of Ontario (AGCO) requires that the event be designated “of significance and/or to raise funds for charitable purposes and objects that benefit the public-at-large”. As such, Special Occasion Permits for public events are only issued to:

- Registered charities
- Non-profit organizations whose object is to promote charitable, educational, religious or community objects
- Events of municipal, provincial, national or international significance
- Tailgate events are public events that are held in connection with, and in proximity to, a live sporting event and where attendees may bring their own liquor (BYOB) for consumption at the event.

REPORT:

Community Services staff received a request from Senthilkumar Thangaraj of Raja Fine Indian Cuisine to host a licenced event at the St. Agatha Community Centre. The event organizers have requested that Council designate the event as municipally significant in order to meet the AGCO requirements to receive a Special Occasion Permit.

Event organizers have indicated that they feel the event should be designated as municipally significant as described in Attachment 1.

Best practice among other Municipalities within Waterloo region is to circulate other departments for feedback fire/police/public health just as the Township does with Special Occasion Permit requests for outdoor events. Community Services staff circulated those noted below and gave several business days for feedback. Any feedback received has been addressed with the event organizers.

- Public Health
- Waterloo Regional Police
- Wilmot Fire
- Chief Building Official
- By-law

Staff recommend that this event be designated by Council as a Municipally Significant Event.

ALIGNMENT WITH THE TOWNSHIP OF WILMOT STRATEGIC PLAN:

Quality of Life: The Quality of Life goal and strategy of Accessibility and Inclusivity are intended to ensure all members of the community have fair and equal access to community events. This also addresses the strategy of Health and Wellbeing by providing leisure opportunities for all residents.

Community Engagement: The Community Engagement goal includes strategies for Belonging, Community Events and Support for Community Groups.

FINANCIAL CONSIDERATIONS:

There are no financial considerations related to deeming an event Municipally significant.

ATTACHMENTS:

Attachment 1 - Request for Event to be Deemed Municipally Significant