



Municipality of North Grenville

To:	COUNCIL	Meeting Date: 2023/06/14
Subject:	Application for Special Occasion Permit – Kemptville District Community Association	Report No: CS-2023-024
Prepared by:	Hillary Geneau Director of Corporate Services	File No: C7-CS

RECOMMENDATION(S)

THAT Council designate the Kemptville District Community Association Canada Day Celebrations as a Municipally Significant Event.

EXECUTIVE SUMMARY

Purpose

- The Kemptville District Community Association Canada Day Celebrations is required to be declared “municipally significant” in order to obtain a Special Occasion Permit (SOP) from the Alcohol and Gaming Commission of Ontario (AGCO). A SOP allows the holder thereof to sell or serve liquor at certain private and public events on certain special occasions.

Key Findings

- The event is being held for community engagement for all ages.
- Programming for the event will be held Saturday, July 1 from 10:30 a.m. to 10:30 p.m.
- The bar will be open on Saturday, July 1 from 11:30 a.m. to 10:15 p.m.

Financial Implications

- There are no financial implications associated with this report.

BACKGROUND

Kemptville District Community Association submitted a request for Council to deem the July 1, 2023 Canada Day celebrations municipally significant. The request highlighted the goal is to increase the reserve fund in hopes to give back to the community.

ANALYSIS

The Kemptville District Community Association Canada Day celebrations is required to be declared “municipally significant” in order to obtain a Special Occasion Permit (SOP) from the Alcohol and Gaming Commission of Ontario (AGCO). A SOP allows the holder thereof to sell or serve liquor at certain private and public events on certain special occasions. There are three types of SOPs:

- Private event
- Public event
- Industry promotional event

In the “public event” category, SOPs maybe issued in four situations:

1. The event is conducted by a registered charity, a non-profit organization or an organization for the advancement of charitable, educational, religious or community objects;
2. An event of provincial, national or international significance;
3. An event designated by a municipality as an event of municipal significance; or
4. For a tailgate event held at outdoor premises that are at ground level, where the event is held in connection with, and in proximity to, a life professional, semi-professional or post-secondary sporting event.

For an event to be designated as “municipally significant”, a resolution of Council is required.

While the Municipality currently does not have a policy concerning when an event will be considered “municipally significant”, the following factors may be considered:

1. Does the event benefit the community?
2. Does the event have a significant community profile?
3. Is the event a community celebration of special importance that will benefit the community?
4. Is the event a public gathering to participate in athletic, social, religious, cultural, recreational, education programs or one with other community objectives?

The Municipality is not required to designate any event as “municipally significant” and the decision of Council is final.

Strategic Alignment

Strategic Pillar	2	A Strong, Connected, and Vibrant Community
Goal	6	Strengthen Community Engagement
Key Action	6.1	Foster engagement and partnerships among community organizations and leverage benefits of partner organizations, including on organizing events, arts and culture, and improving face-to-face and digital town halls etc.

COMMENTS

Kemptville District Community Association is requesting the Canada Day celebrations be scheduled to take place July 1, 2023, be deemed “municipally significant” in order to obtain a liquor license.

EXISTING POLICY/BY-LAW

There is no existing policy or by-law with respect to declaring “municipally significant” for the purpose of obtaining a Special Occasions Permit.

Kemptville District Community Association shall adhere to all rules and regulations under the Alcohol and Gaming Commission.

FINANCIAL IMPACT

This item has been identified in the current budget: Yes ☐ No ☐ N/A **X**

This item is within the budgeted amount: Yes ☐ No ☐ N/A **X**

Staffing implications, as they relate to implementing Council’s decision on this matter, are limited to the existing staff complement and applicable administrative policies as approved by Council.

PUBLIC INPUT

There was no public input solicited with respect to the subject matter of this report.

INTERNAL/EXTERNAL CONSULTATION

All municipal departments were provided information about the event.

COMMUNICATION

There is no communication required with respect to the designation of the event as “municipally significant”.

CONCLUSION

Designating the Kemptville District Community Association Canada Day celebrations as “municipally significant” will permit the event to obtain a Special Occasion Permit (SOP) from the Alcohol and Gaming Commission of Ontario (AGCO) to sell or serve liquor.

SIGNATURE

Prepared by:

Original Signed by

Name: Hillary Geneau

Title: Director of Corporate Services

Submitted for

Council consideration by:

Original Signed by

Name: Karen Dunlop

Title: Acting Chief Administrative Officer

ATTACHMENTS

- Attachment 1 – Kemptville District Community Association Request Letter