

# CITY OF HAMILTON

## M O T I O N

**Council Date: June 14, 2017**

**MOVED BY COUNCILLOR J. FARR.....**

**SECONDED BY COUNCILLOR .....**

### **DRAGON BOAT RACES – SPECIAL OCCASION PERMIT LIQUOR LICENCE**

WHEREAS, Hamilton City Council has received Notice (attached hereto as Appendix “A”) from Leonard Rolfe on behalf of Hamilton Kinsmen Club that they wish to obtain approval for a Special Occasion Permit Liquor Licence to sell alcohol on July 8, 2017 between the hours of Noon and 8:00 p.m. at Bay Front Park, 200 Harbour Front Drive, Hamilton, Ontario during the Dragon Boat Races taking place in Hamilton, Ontario;

WHEREAS, the Alcohol and Gaming Commission of Ontario requires that if a permit holder is not a registered charity or non-profit organization, that a resolution of the Council is required to designate the event as one of municipal significance; and

WHEREAS, the City of Hamilton does not have an objection to the Liquor Licence Serving Time Extension for the following establishment;

**THEREFORE BE IT RESOLVED:**

- (a) That the City of Hamilton hereby deems the Dragon Boat Races, being held in the City of Hamilton, Ontario on July 8, 2017, as municipally significant; and,
- (b) That the following applicant be provided a copy of this resolution for inclusion with their application to the Alcohol and Gaming Commission of Ontario:
  - (i) Hamilton Kinsmen Club c/o Leonard Rolfe, Hamilton, Ontario.



Hamilton

# LIQUOR LICENCE NOTIFICATION FORM

## CITY OF HAMILTON

☐ TEMPORARY EXTENSION PERMIT☒ SPECIAL OCCASION PERMITNAME OF THE EVENT: DRAGON BOAT RACESMunicipal Address of Event: 200 HARBOUR FRONT DRIVE**CONTACT INFORMATION**

(Please print legibly - approval of incomplete or illegible applications may be delayed)

ORGANIZATION: HAMILTON KINSMEN CLUBCONTACT PERSON: LEONARA ROLFE PHONE (DAY): [REDACTED]ADDRESS: [REDACTED] PHONE (EVENING): [REDACTED]CITY: HAMILTON CELL PHONE: [REDACTED]POSTAL CODE: [REDACTED] FAX: [REDACTED]EMAIL: [REDACTED]**EVENT DETAILS****TYPE OF EVENT:**
☐ INDOORS ☒ OUTDOORS ☒ PUBLIC EVENT ☐ PRIVATE EVENT  
☐ PARADE ☐ SPORT/ TOURNAMENT ☒ EVENT/ FESTIVAL ☐ OTHER, PLEASE SPECIFY: \_\_\_\_\_

 HAS A S.E.A.T. APPLICATION BEEN MADE? ☒ YES ☐ NO  
☐ CHARITY (Charity number is required) ☐ NOT-FOR-PROFIT (Proof of registration is required)
**PLEASE PROVIDE THE LOCATION (IF APPLICABLE):**CITY PARK (NAME): DAY FRONT PARK

BUILDING/ FACILITY NAME/ AREA: \_\_\_\_\_

ROAD(S): \_\_\_\_\_

**ESTIMATED ATTENDANCE**

(Please estimate all that apply)

NUMBER OF PEOPLE PER DAY: 300NUMBER OF PEOPLE FOR THE ENTIRE EVENT: 2550NUMBER OF VOLUNTEERS/ STAFF: 50NUMBER OF PARTICIPANTS: 2200\*SMARTSERVE MUST be obtained

\*People involved in the event eg: VENDERS, racers, runners

\*\* IF MORE THAN 5000 PERSONS, APPLICATION MUST BE RECEIVED 60 DAYS PRIOR TO THE EVENT \*\*

**EVENT ELEMENTS**

(Complete to ensure proper permits are processed)

EVENT ON CITY PROPERTY: ☒ YES ☐ NO      ADMISSION FEE: ☐ YES ☒ NO  
 SOUND AMPLIFICATION: ☒ YES ☐ NO      WHEELCHAIR ACCESSIBLE: ☒ YES ☐ NO  
 FOOD: ☒ YES ☐ NO      PAY DUTY POLICE HIRED: ☒ YES ☐ NO *2 DUTY OFF*  
 FIREWORKS: ☐ YES ☒ NO      IF YES, NUMBER OF PAY DUTY POLICE HIRED: \_\_\_\_\_  
 TENTS/TEMPORARY STRUCTURES: ☒ YES ☐ NO      PRIVATE SECURITY HIRED: ☐ YES ☒ NO  
 IF YES, PROVIDE DIMENSIONS: *SEE MAP*      IF YES, NUMBER OF PRIVATE SECURITY HIRED: \_\_\_\_\_

\* BUILDING PERMIT REQUIRED FOR TENTS LARGER THAN 60 m.sq. OR ATTACHED TO A BUILDING

OCCUPANT LOADS OF EACH TENT/ STRUCTURE: *50***EVENT DETAILS**

(Provide details to ensure proper evaluation of the application)

EVENT DATE	EVENT TIME	ALCOHOL SERVING TIME
<i>8/7/17</i> DD/MM/YY	START: <i>8.00 AM</i> FINISH: <i>8.00 PM</i>	START: <i>12. PM</i> FINISH: <i>8 PM.</i>
DD/MM/YY	START: _____ FINISH: _____	START: _____ FINISH: _____
DD/MM/YY	START: _____ FINISH: _____	START: _____ FINISH: _____

**APPLICATION CHECKLIST**

(Application will not be processed without the following)

- ☐ APPLICATION FORM      ☐ MAP OF THE EVENT MUST INCLUDE:  
☐ LCBO LOCATION WHERE APPLICATION IS MADE: \_\_\_\_\_  
 A. AREA OF THE ENTIRE EVENT  
 B. LOCATION OF LICENSED AREA  
 C. ALL ENTRY/EXITS TO THE EVENT AND LICENSED AREA  
 D. LOCATION OF ALL FIRE CONNECTION IN THE EVENT AND IN THE LICENSED AREA  
 E. WASHROOM LOCATIONS

**LCBO DETAILS****NOTE TO AGCO/ LCBO:**

THIS APPLICATION IS USED BY THE CITY OF HAMILTON AS A NOTIFICATION TO FIRE, BUILDING, HEALTH, CLERKS OFFICE AND THE POLICE SERVICE OF THE CITY OF HAMILTON FOR TEMPORARY EXTENSION AND SPECIAL OCCASION PERMIT LIQUOR LICENCE REQUESTS.

**FOR OFFICE USE ONLY**

DATE RECEIVED: *8 May 1/17*  
 FILE NUMBER: *17 110470*

RECEIVED BY: *Joseph Sanseverino*  
☒ RESOLUTION REQUIRED  
☐ NO RESOLUTION REQUIRED

APPLICANT SIGNATURE

PRINT NAME

DATE