

# CITY OF HAMILTON

## NOTICE OF MOTION

Council Date: June 14, 2017

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

### **ANNUAL LABOUR DAY PICNIC – SPECIAL OCCASION PERMIT LIQUOR LICENCE**

WHEREAS, Hamilton City Council has received Notice (attached hereto as Appendix “A”) from Tom Atterton on behalf of Hamilton and District Labour Council that they wish to obtain approval for a Special Occasion Permit Liquor Licence to sell alcohol on September 4, 2017 between the hours of 11:00 a.m. and 3:00 p.m. at Bayfront Park, 200 Harbour Front Dr., Hamilton, Ontario during the Annual Labour Day Picnic 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 Annual Labour Day Picnic, being held in the City of Hamilton, Ontario on September 4, 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 and District Labour Council c/o Tom Atterton, Hamilton, Ontario.



Hamilton

# LIQUOR LICENCE NOTIFICATION FORM

## CITY OF HAMILTON

☐ TEMPORARY EXTENSION PERMIT☒ SPECIAL OCCASION PERMITNAME OF THE EVENT: ANNUAL LABOUR DAY PICNICMunicipal Address of Event: BAYFRONT PARK, 200 HARBOUR FRONT DR, HAMILTON, L8L 1C8

## CONTACT INFORMATION

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

ORGANIZATION: HAMILTON AND DISTRICT LABOUR COUNCILCONTACT PERSON: TOM ATTENTON PHONE (DAY): 905-547-2944 x23ADDRESS: 210-1130 BARTON ST E PHONE (EVENING): [REDACTED]CITY: HAMILTON CELL PHONE: [REDACTED]POSTAL CODE: L8H 7P9 FAX: 905-547-2865EMAIL: hd1c@cogeco.net

## 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)BN 107462962 (see covering email)

PLEASE PROVIDE THE LOCATION (IF APPLICABLE):

CITY PARK (NAME): BAYFRONT PARK

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

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

## \* ESTIMATED ATTENDANCE

(Please estimate all that apply)

NUMBER OF PEOPLE PER DAY: 8000NUMBER OF PEOPLE FOR THE ENTIRE EVENT: 8000NUMBER OF VOLUNTEERS/ STAFF: 50/12\*SMARTSERVE MUST be obtainedNUMBER OF PARTICIPANTS: 7000

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

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

A parade precedes the picnic, so total number of participants (marchers, bands, etc) could reach or exceed 8000. Locals and groups hold their own picnics at the park, therefore attendance at the park could be between 1,000 to 2000. From experience, we estimate that no more than 350 access the licensed area. WE estimate that 50 volunteers are involved in various aspects of the event on the day. The licensed area is staffed by 12 volunteers, all SMARTSERVED CERTIFIED.

Revised March 2016

## EVENT ELEMENTS

(Complete to ensure proper permits are processed)

☒ YES      ☐ NO

☐ YES ☒ NO

☒ YES      ☐ NO

☒ YES      ☐ NO

☒ YES      ☐ NO

☒ YES ☐ NO

☐ YES ☒ NO

IF YES, NUMBER OF PAY DUTY POLICE HIRED: 2 on 3 as req'd  
by Special Events OFFICERs

TENTS/TEMPORARY STRUCTURES: ☒ YES ☐ NO  
IF YES, PROVIDE DIMENSIONS: 3 @ 6.1m X 6.1m  
(20' x 20')

PRIVATE SECURITY HIRED: ☐ YES ☐ NO

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

OCCUPANT LOADS OF EACH TENT/ STRUCTURE: 30 to 40 @ .93/sq m to 1.11/sq m (10-12/sq ft)

## EVENT DETAILS

**(Provide details to ensure proper evaluation of the application)**

EVENT DATE	EVENT TIME	ALCOHOL SERVING TIME
04/09/17 DD/MM/YY	START : 8:30 am (approx) FINISH : 3:00 pm	START : 11:00 am FINISH : 3:00 pm
_____ 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/EXISTS TO THE EVENT AND LICENSED AREA
- D. LOCATION OF ALL FIRE CONNECTION IN THE  
EVENT AND IN THE LICENSED AREA
- E. WASHROOM LOCATIONS

1149 BARTON ST. EAST L8H2V2  
(CENTRE ON BARTON)

## 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: \_\_\_\_\_

RECEIVED BY: \_\_\_\_\_

FILE NUMBER:

RESOLUTION REQUIRED

☐ NO RESOLUTION REQUIRED

APPLICANT SIGNATURE

PRINT NAME

DATE \_\_\_\_\_