

CITY OF HAMILTON

MOTION

Council Date: November 22, 2017

MOVED BY COUNCILLOR A. VANDERBEEK.....

SECONDED BY COUNCILLOR.....

Victoria Hall Christmas Market – Special Occasion Permit Liquor Licence


WHEREAS, Hamilton City Council has received Notice (attached hereto as Appendix “A”) from Kathryn Fairfield on behalf of Terraware who wishes to obtain approval for a Special Occasion Permit Liquor Licence to sell alcohol on December 7, 2017 between the hours of Noon and 9:00 p.m.; December 8, 2017 between the hours of Noon and 9:00 p.m.; December 9, 2017 between the hours of Noon and 6:00 p.m. and December 10, 2017 between the hours of Noon and 6:00 p.m. at Victoria Hall, 11 Cross Street, Dundas, Ontario during the Victoria Hall Christmas Market 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 Victoria Hall Christmas Market, being held in the City of Hamilton, Ontario on December 7, 8, 9 and 10, 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) Terraware c/o Kathryn Fairfield, Dundas, Ontario.


Hamilton

LIQUOR LICENCE NOTIFICATION FORM
CITY OF HAMILTON

☐ TEMPORARY EXTENSION PERMIT ☒ SPECIAL OCCASION PERMIT

NAME OF THE EVENT: Victoria Hall Christmas Market
Municipal Address of Event: 11 Cross Street

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

ORGANIZATION: Terrawave
CHARITY NUMBER/REGISTRATION: _____
CONTACT PERSON: Kathryn Fairhead 905-627-9932
ADDRESS: 11 Cross St PHONE (EVENING): _____
CITY: Dundas Ont. CELL PHONE: _____
POSTAL CODE: L9H 2G3 FAX: _____
EMAIL: terrawavedundas@yahoo.ca

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/ NON FOR PROFIT (Proof of Registration/ Charity number is required)
 Donating to Urgent Butterfly Garden not sure if it's a charity waiting to see
 IF THE EVENT IS ON MUNICIPAL PROPERTY, PLEASE PROVIDE THE LOCATION: _____
 CITY PARK (NAME): _____
 BUILDING/FACILITY NAME/ AREA: _____
 ADDRESS: _____

ESTIMATED ATTENDANCE
(Please estimate all that apply)

NUMBER OF OR PEOPLE PER DAY: 50-100 max 200 to 300
 NUMBER OF PEOPLE FOR THE ENTIRE EVENT: 300
 NUMBER OF VOLUNTEERS/ STAFF: 5 (3 smart serve) 12
 NUMBER OF PARTICIPANTS: 12
**SMALLER MUST be observed (3 smart serve) *Points marked in the case of VENCERS, events, events
 ** IF MORE THAN 5000 PERSONS, APPLICATION MUST BE RECEIVED 60 DAYS PRIOR TO THE EVENT **

Revised March 2014

EVENT ELEMENTS			
(Complete to ensure proper permits are processed)			
EVENT ON CITY PROPERTY	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	ADMISSION FEE	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
SOUND AMPLIFICATION	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	WHEELCHAIR ACCESSIBLE	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
FOOD - coffee apply to all	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	PAY DUTY POLICE HIRING	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
FIREWORKS	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	IF YES NUMBER OF PAY DUTY POLICE HIRING	
TENTS/TEMPORARY STRUCTURES	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	PRIVATE SECURITY HIRING	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
IF YES PROVIDE DIMENSIONS		IF YES NUMBER OF PRIVATE SECURITY HIRING	

* BUILDING PERMIT REQUIRED FOR TENTS LARGER THAN BEING ON ATTACHED TO A BUILDING

OCCUPANT LOADS OF EACH TENT/STRUCTURE

EVENT DETAILS		
(Provide details to ensure proper evaluation of the application)		
EVENT DATE	EVENT TIME	ALCOHOL SERVING TIME
Dec 7/2017 Saturday	START 10am FINISH 10pm	START 12pm FINISH 9pm
Dec 8/2017 Sunday	START 10am FINISH 10pm	START 12pm FINISH 9pm
Dec 9/2017 Monday	START 10am FINISH 6pm	START 12pm FINISH 6pm
Dec 10/2017	10am 12pm	12pm 6pm

APPLICATION CHECKLIST	
(Application will not be processed without the following)	
<input type="checkbox"/> APPLICATION FORM	<input type="checkbox"/> MAP OF THE EVENT MUST INCLUDE:
LCBO LOCATION NEAREST YOU University Plaza Dundas St	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 EXTINGUISHERS 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 LICENSE REQUESTS.	

FOR OFFICE USE ONLY	
DATE RECEIVED: Nov 16/17	RECEIVED BY: [REDACTED]
FILE NUMBER: 17131620	<input checked="" type="checkbox"/> RESOLUTION REQUIRED <input type="checkbox"/> NO RESOLUTION REQUIRED

APPLICANT SIGNATURE _____ PRINT NAME _____ DATE _____

Revised March 2014