



THE CORPORATION OF THE TOWN OF AMHERSTBURG

OFFICE OF THE CAO

MISSION STATEMENT: Committed to delivering cost-effective and efficient services for the residents of the Town of Amherstburg with a view to improve and enhance their quality of life.

Author's Name: Bill Tetler	Report Date: June 3, 2022
Author's Phone: 519 736-0012 ext. 2251	Date to Council: June 13, 2022
Author's E-mail: btetler@amherstburg.ca	Resolution #:

To: Mayor and Members of Town Council

Subject: 2022 Special Events Approval – Part IV

1. RECOMMENDATION:

It is recommended that:

1. The following events **BE APPROVED**:
 - i.) Police & Fire Games 2022: July 27, 2022 & July 28, 2022
2. An exemption from table number 3-1(2) of Noise By-law #2001-43 with respect to the operation of any electronic device or group of connected electronic devices incorporating one or more loudspeakers to allow for music **BE GRANTED** for the following events:
 - i.) Police & Fire Games 2022 – July 27, 2022 (9:00am – 12:00pm)
 - ii.) Police & Fire Games 2022 – July 28, 2022 (9:00am – 2:00pm)
3. The following events **BE EXEMPT and PERMITTED** for road closures to begin prior to 5pm:
 - i.) Police & Fire Games 2022
4. The Public Events Committee **BE DIRECTED** to confirm that the requirements identified by the Committee are met prior to issuing an event permit.

2. BACKGROUND:

At their October 5, 2015 Special Meeting, Council approved the Public Events Policy. As per Council's direction, Section 7.3 of the policy states:

"7.3. Council has the authority and responsibility to:

7.3.1 Consider any exemptions to Municipal By-laws for Public Events.

7.3.2. Consider and approve any new events presented by the PEC.

7.3.3. Consider and approve all recurring events presented by the PEC."

Each Event Organizer is required to follow the Public Events Manual, fill out the required forms and submit to the Public Events Committee (PEC).

On May 11, 2022, the PEC met and reviewed applications submitted by the Event Organizers for the following events:

- a.) Police & Fire Games 2022 – July 27 & 28, 2022

The PEC reviewed the application in detail and have informed the Event Organizer of every requirement that must be met to allow their event to proceed. This includes ensuring the event conforms to all Town By-laws, Town insurance requirements and Provincial laws. As per Section 7.3 of the Public Event's Policy, the Event Organizers have also been informed that each event must be approved by Council before they may hold their event.

The Public Events Committee also amended the Event Emergency Response Plan in 2021 and all Event Organizers were made aware that this plan had to be submitted prior to approval and followed for any size event.

Noise Exemption

Noise By-law #2001-43, as amended, prohibits the operation of any electronic device or group of connected electronic devices incorporating one or more loudspeakers or other electro mechanical transducers, and intended for the production, reproduction or amplification of sound, in residential, commercial and agricultural areas.

Notwithstanding anything contained in the Noise By-law, a person may apply to Council for an exemption from any of the provisions of the Noise By-law with respect to any source of sound or vibration. Council, by resolution, may grant the exemption applied for and can impose terms and conditions as Council deems appropriate.

All events requiring a Noise By-law exemption that have been identified by the PEC have been listed below for Council's approval:

- a.) Police & Fire Games 2022 – July 27 & 28, 2022

Road Closures

At the January 25, 2016 Council meeting, Council passed the following motions:

“That:

1. The use of the Downtown Core for Festivals and Events subject to the criteria established in the Town’s Festival and Events Policy BE APPROVED; and,
2. Road closures NOT BE PERMITTED prior to 5:00 pm without Council consent.”

Accordingly, all road closures requested prior to 5:00 pm have been identified by the PEC and are outlined below for Council’s approval:

a.) Police & Fire Games 2022

The road closure is requested from July 27, 2022 starting at 9:00am till 12:00pm from Concession 4S to County Rd 20 to Creek Rd to Meloche to County Rd 18.

The road closure is requested from July 28, 2022 starting at 9:00am till 2:00pm from Concession 4S to County Rd 20 to Creek Rd to Meloche to County Rd 18.

Additionally, the event organizer has taken steps to notify each property owner that will be affected by the closure. The property owners will have access to their property during the road closures. All intersections will be staffed with two (2) Auxiliary Police for the duration of the event each day. Emergency services will have access should that be required.

Additionally, the event organizer and the Town reached out to the County with respect to the road closures on the County roads. The County of Essex is in support of the road closures for the Police and Fire Games 2022.

3. DISCUSSION:

Event	Police & Fire Games 2022
Event Organizer	City of Windsor
Event Date	July 27, 2022 & July 28, 2022
Event Time	9:00am – 12:00pm on July 27, 9:00am – 2:00pm on July 28
Event Location	Libro Centre
Event Details	The Can-Am Police-Fire Games are a biennial, multi-sport event that take place in North America every other year. The event occurs in the summer months over a 6-day period. Typically, between 800 to 1,000 competitors plus spouses and/or families attend the Games.
Noise By-law Exemption	Required from 9:00am to 2:00pm to allow for loud speaker/music
Permit Fees	\$250 Refundable Deposit

4. RISK ANALYSIS:

The Clerk identifies the Town's insurance requirements and relays the information to each Event Organizer. Special events on Town property are not able to proceed until the Clerk is satisfied the insurance requirements are met. A member of Administration from the PEC will be in attendance and on call for each event to ensure the event is operating in accordance with all Town policies, rules and regulations.

5. FINANCIAL MATTERS:

Each event application received is to be submitted with the required \$250 deposit. The Event Organizers will be responsible to pay for equipment rentals, facility rentals and all other costs associated with their event as per the Town's User Fee By-law, as amended. The cost to set up the rented equipment by Town staff is accommodated within the Town's budget under the Parks budget centre. Any damages to Town equipment or property are recoverable from the Event Organizer.

6. CONSULTATIONS:

The Public Events Committee was consulted inclusive of Windsor Police- Amherstburg Detachment and Amherstburg Fire Department. The PEC reviewed the application and has corresponded with the Event Organizers on requirements that must be met and By-law exemptions that must be obtained in order to be granted a Special Event Permit for their event, pending Council approval of this report.

7. CONCLUSION:

The PEC is confident that once all requirements are met by the Event Organizers, the events held in the Town of Amherstburg will enhance the community experience for both residents and visitors alike.



Bill Tetler
Manager, Licensing & Enforcement

NOTIFICATION :				
Name	Address	Email Address	Telephone	FAX
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Report Approval Details

Document Title:	2022 Special Events Approval - Part IV.docx
Attachments:	- Emergency Procedures Card.docx - Amherstburg Road Closure map.png - Cycling Events Amherstburg Barricades Map.docx
Final Approval Date:	Jun 7, 2022

This report and all of its attachments were approved and signed as outlined below:



Tracy Prince



Peter Simmons



Valerie Critchley