

Date: 2024-01-31

Subject: **Delegated Authority Exercised by the City Clerk – Special Occasion Permit Requests Requiring Municipal Significance Designation in 2023**

Contact: **Laurie Robinson, Supervisor, Business Operations & Vital Statistics, City Clerk’s Office**

Report Number: Legislative Services-2024-123

Recommendations:

1. That the report from Laurie Robinson, Supervisor, Business Operations & Vital Statistics to the City Council Meeting of February 28, 2024, re: **[Delegated Authority Exercised by the City Clerk – Special Occasion Permit Requests Requiring Municipal Significance Designation in 2023]**, be received.

Overview:

- **In May 2012, Council delegated authority to the City Clerk to designate a Special Occasion Permit (SOP) for a public liquor sales event as being municipally significant, in the absence of a scheduled City Council meeting more than two (2) weeks from the date a request is received, and where the application submission deadline by the applicant to the Alcohol & Gaming Commission of Ontario (AGCO) is before a scheduled City Council meeting subject to the following conditions:**
 - a) Where the application is circulated to the Mayor and Ward Councillors for the ward(s) in which the event is located and appropriate City staff, and where no objection is identified, the Clerk shall issue a municipally significant designation letter; or,**
 - b) Where the application is circulated to the Mayor and Ward Councillors for the ward(s) in which the event is located and appropriate City staff, and where an objection is identified, the Clerk shall decide if the event is to receive a municipally significant designation; and,**
 - c) The City Clerk be requested to report to Council any exercise of the delegated authority described above, on a quarterly basis.**

Background:

In May 2012, Council delegated authority to the City Clerk to designate a Special Occasion Permit (SOP) for a public liquor sales event as being municipally significant, in the absence of a scheduled City Council meeting more than two (2) weeks from the date a request is received, and to report to Council any exercise of the delegated authority as described above, on a quarterly basis.

Current Situation:

Appendix 1 sets out a table summarizing such requests and actions taken by the City Clerk. The timing of the requests from Massive Restaurants Inc., City of Brampton, Events and Protocol, Mystic Caribbean Restaurant & Lounge and Spectrum Entertainment, in consideration of scheduled Council meetings and application submission deadline by the applicants to the AGCO, did not permit a report to be provided to Council.

Corporate Implications:Financial Implications:

There are no financial implications resulting from this report.

Other Implications:

There are no other implications resulting from this report.

Strategic Focus Area:

This report aligns with the strategic direction that Brampton strives to promote Culture and Diversity by enabling and supporting community events in the City.

Conclusion:

This report provides information regarding the exercise of delegated authority by the City Clerk for Special Occasion permit public liquor sales events, in accordance with the Administrative Authority By-law 216-2017.

Authored by:

Laurie Robinson, Supervisor,
Business Operations & Vital Statistics

Reviewed by:

Janice Adshead, Acting City Clerk

Approved by:

Laura Johnston
Commissioner, Legislative Services

Approved by:

Marlon Kallideen, Chief Administrative
Officer

Attachments:

- Attachment 1 – Appendix 1 – Summary Report