



Date: April 21, 2023
To: Mayor and Council
Author: Karen Loney
RE: Update from Special Events Review Team (SERT)

RECOMMENDED ACTION

1. That road closures of Main Street (from Spruce Street to Queen Street) and Division Street (from King Street to Pearl Street) from 1 pm to 2:30 pm on August 4, 2023 for the Hogs for Hospice Registered Ride **BE APPROVED**; and,
2. That the Kingsville Music Festival's request to close Mettawas Park on August 11, 12, and 13 for the Greenway Jam **BE APPROVED**.

BACKGROUND

Community led event organizers are required to comply with the Community Led Special Events Procedure when there is a request for Municipal support. Any group or individual that desires to host an event that uses Municipal resources shall complete a SERT application. An electronic guide and application can be found at <https://www.kingsville.ca/en/explore-and-play/community-lead-event-guidelines-and-application.aspx>.

The objectives of the Guide are:

1. To provide a mechanism for the review and request for the Town's property, equipment, services, infrastructure, facilities, and other related assets that may be required by the organizer.
2. To ensure that all Event organizers are treated in a fair, equitable and unbiased manner in keeping with the Municipal Act, 2021 as it relates to accountability and transparency.
3. To ensure that Town interests are met and assets protected throughout the production of each Event.
4. To provide resources and practices that will contribute to a successful Event.

The SERT is an administrative committee which completes a technical review of event proposals and includes representatives of all municipal departments, as well as EMS, OPP, Health Unit, and AGCO. The goal is to evaluate the request and identify concerns

and/or confirm levels of support, ensure event schedules do not conflict, evaluate safety aspects and identify any requirements event organizers must comply with. SERT is able to approve the event unless requests include closure of streets or the entirety of a park which requires Council approvals.

Once the SERT application is received administration will review and invite the person who submitted to a SERT meeting. The following applications have been reviewed in 2023.

- Blessing of the Bikes with Hogs for Hospice – Sunday May 7, 2023 from 10 am to 1 pm at First Lutheran Church; approved by SERT.
- Open Streets – various dates in Downtown Kingsville and Cottam; approved by SERT and Council
- 59th Annual Fall Fair and Horse Festival – Sunday September 17, 2023 from 8 am to 4 pm; approved by SERT.
- Essex Region Bike Tour with ERCA Foundation – September 23, 2023 starting at Mettawas Park. Various rides on the Greenway and town/county roads. No road closures required. Approved by SERT.
- Kingsville Public School – GECD SB – May 4, 2023 from 9:15 am to 11:30 am. The KPS requested closure of Walnut Street between Chestnut Street and Prince Albert Street to host track events. This request is consistent with requests prior to COVID. KPS has also requested that the street sweeper clean the street prior to the event to prevent trips and falls from debris. The application was approved by SERT and Director, Engineering and Infrastructure Services in keeping with delegated authority.

DISCUSSION

In keeping with the Delegation of Authority policy, each of the SERT applications above were approved based on Council's delegation of authority to administration. The following two events do not fall within Administrations delegated authority and therefore are being brought Council for consideration.

Hogs for Hospice Registered Ride (Ride)

In 2022, this ride came through Kingsville and stopped in the downtown core. This is a direct link to Tourism as the majority of people are out of Town and one hotel owner stated that he saw an increase in booking with people saying they had been on the ride and wanted to come back. The Ride is expected to arrive in Kingsville on Saturday

August 4, 2023, at noon and leave at 2 pm. The BIA and business are being engaged to create a street type party.

The organizers of Hogs for Hospice Registered Ride requested that Main Street (from Spruce Street to Queen Street) and Division Street (from King Street to Pearl Street) be closed on Saturday, August 4, 2023 from 1:00 pm to 2:30 pm.

SERT has reviewed the application and recommend that Council approve the request.

Greenway Jam

The Kingsville Music Society (KMS) is hosting its 2023 Greenway Jam at Mettawas Park and the Grovedale Arts and Culture Centre. The event is a multi-day music festival held on August 11, 12, and 13.

The festival will feature musical talent from across Canada and the United States with multiple daytime stages and the evening Main Stage. Saturday will include free daytime stages and an Artisan and Food Vendor Village. The annual music festival has visitor spending of over \$350,000 each year (as per Ontario Tourism survey results metrics) in the Town of Kingsville plus over \$200,000 spent in Kingsville annually by the Society to produce the event. Attendees at the annual festival come from across Ontario, Canada and the United States, many discovering Kingsville for the first time and some choosing to re-locate here because of the arts and culture scene that we are building. KMS has and will continue to reach out to neighbours regarding the event.

Administration has delegated authority to close parks temporarily and supports the application. Committee of the Whole also supports the application.

FINANCIAL CONSIDERATIONS

Cost associated with these applications are in-kind human resources from various departments.

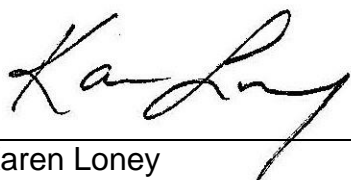
ENVIRONMENTAL CONSIDERATIONS

All SERT applicants are made aware of Kingsville plastic single use practice.

CONSULTATIONS

Special Events Resource Task Force (SERT) – all Municipal departments, Kingsville OPP, Emergency Medical Services, Windsor Essex County Health Unit, Alcohol and Gaming Commission of Ontario

PREPARED BY:



Karen Loney

Manager of Recreation Programs and Special Events

REVIEWED BY:



Richard J.H. Wyma CSLA

Director of Community and Development Services