



**City of Kingston
Report to Council
Report Number 21-208**

To: Mayor and Members of Council
From: Peter Huigenbos, Commissioner, Business, Environment & Projects
Resource Staff: Lacricia Turner, Director, Recreation & Leisure Services
Date of Meeting: August 10, 2021
Subject: Special Occasion Permit Request

Council Strategic Plan Alignment:

Theme: 5. Foster healthy citizens and vibrant spaces

Goal: See above

Executive Summary:

The annual Ribfest & Craft Beer Festival is planning to return to the Memorial Centre grounds on September 10 to 12, 2021, under the Province's Reopening Plan and under guidance from KFL&A Public Health. The event is required to be declared municipally significant in order to obtain a Special Occasion Permit (SOP) from the Alcohol and Gaming Commission of Ontario (AGCO). A SOP authorizes the holder thereof to sell or serve liquor at certain private and public events on certain special occasions. In order for a commercial organization to receive a SOP issued by the AGCO for a public event, the public event must fall within the scope of one of several prescribed categories. One such prescribed category is an event designated by a municipal Council as an event of municipal significance.

The City of Kingston Municipal Alcohol Policy (MAP), approved in 2006, requires that beer and coolers are served in plastic and/or paper cups. Impact Events Group has organized over twenty Ribfest & Craft Beer Festivals and gives participants a pilsner glass for their sampling. The glass is a souvenir and it minimizes the amount of waste produced. The organizers meet all other requirements outlined in the City of Kingston MAP standards. The use of the reusable glass during the COVID-19 pandemic is currently under review by Kingston, Frontenac and Lennox & Addington Public Health.

August 10, 2021

Page 2 of 7

This report is time sensitive in order to meet the timelines to secure the necessary approvals in advance of the event in September.

Recommendation:

That Council designates the “Kingston Ribfest & Craft Beer Festival”, a public event being held from September 10 to 12, 2021, at the Memorial Centre, as an event of municipal significance, for which the Alcohol and Gaming Commission of Ontario may issue a permit authorizing the holder thereof to sell or serve liquor on a special occasion; and

That Council authorize an exemption to the City of Kingston Municipal Alcohol Policy to allow beer and coolers to be served in souvenir glasses at the “Kingston Ribfest & Craft Beer Festival” based on pending approval from Kingston, Frontenac and Lennox & Addington Public Health.

August 10, 2021

Page 3 of 7

Authorizing Signatures:

ORIGINAL SIGNED BY COMMISSIONER

**Peter Huigenbos, Commissioner,
Business, Environment &
Projects**

ORIGINAL SIGNED BY CHIEF
ADMINISTRATIVE OFFICER

**Lanie Hurdle, Chief
Administrative Officer**

Consultation with the following Members of the Corporate Management Team:

Paige Agnew, Commissioner, Community Services	Not required
Brad Joyce, Commissioner, Corporate Services	Not required
Jim Keech, President & CEO, Utilities Kingston	Not required
Desirée Kennedy, Chief Financial Officer & City Treasurer	Not required
Sheila Kidd, Commissioner, Transportation & Public Works	Not required

August 10, 2021

Page 4 of 7

Options/Discussion:

The AGCO is responsible for administering the *Liquor Licence Act* (LLA) and specific sections of the *Liquor Control Act* (LCA), which together with the regulations made under them, establish the licensing and regulatory regime for most aspects relating to the sale and service of alcohol in Ontario.

Among its responsibilities in the alcohol sector, the AGCO oversees the administration of the SOP program, which allows for the sale and service of alcohol on special occasions, such as cash bars at weddings or private receptions, as well as larger scale events that are open to the public, such as charity fundraisers.

A SOP is required any time alcohol is offered for sale or served anywhere other than in a licensed establishment (such as a bar or restaurant) or a private place (such as a private office or home).

There are three types of special occasions for which a permit may be issued:

- Private Event: For events where only invited guests will attend. These events cannot be advertised and there can be no intent to gain or profit from the sale of alcohol at the event;
- Public Events: For events that are open to the public. Public events can be advertised and allow for fundraising/profit from the sale of alcohol; and
- Industry Promotional Events: For events held to promote a manufacturer's product through sampling. There can be no intent to gain or profit from the sale of alcohol at the event.

The Ribfest & Craft Beer Festival falls under the Public Events category.

The City's Special Events Policy for City Parks and Facilities includes a framework to classify events and determine suitable locations. The Ribfest & Craft Beer Festival will be hosted at the Kingston Memorial Centre which is one of the City-wide parks recommended for hosting mega events under the policy. The application meets the policy guidelines and the event is required to obtain a Municipal Significance designation from Council in order for the organizers to obtain their SOP from the AGCO.

Event Overview**Ribfest & Craft Beer Festival**

Impact Events Group has nineteen (19) years of experience running over twenty (20) Ribfest & Craft Beer Festivals. They have organized similar festivals in other communities such as Kitchener, Hamilton, Peterborough and Toronto; and eight (8) years ago expanded their portfolio to include Kingston. Following the success of previous editions, organizers would like to continue providing this as an annual event.

August 10, 2021

Page 5 of 7

The Ribfest & Craft Beer Festival combines the best in craft beer and BBQ, allowing people to savour chicken and ribs while enjoying samples of craft beer and listening to live, local entertainment. The festival will include Ontario Craft Breweries and professional ribbers from across North America who will compete for the rights to 'Best Sauce', 'Best Chicken' and 'Best Ribs'. Other food, including healthy choices, will be available. Admission is free, but donations to the Partners in Mission Food Bank will be accepted at the gate. Below are the results of the donations for the previous seven years:

- 2019: \$3,863.04 and one thousand four hundred and seventy seven pounds of food
- 2018: \$2,933 and two thousand and twenty pounds of food
- 2017: \$3,962.50 and two thousand one hundred and fifty seven pounds of food
- 2016: \$4,057.47 and three thousand one hundred and twenty one pounds of food
- 2015: \$2,368.55 and three thousand and ten pounds of food
- 2014: \$3,603.10 and one thousand eight hundred and thirty five pounds of food
- 2013: \$1,492.99 and one thousand thirty four pounds of food

Upon verification of age, those nineteen (19) years and older who wish to participate in the craft beer sampling will pay \$6 to receive a wristband that is good for the weekend. The beer tokens can be purchase onsite or online through the Token Mobile App. They will receive a four (4) ounce souvenir glass to be used for the sampling of ten (10) microbreweries with over fifty (50) different brands of craft beer available. Due to the nature of the event, anyone under the age of nineteen (19) must be accompanied by a parent or guardian.

Impact Events Group hires dedicated staff to manage clean up and their sole responsibility is to provide garbage removal and patrol and monitor for broken glass. Impact Events Group provides onsite security for the duration of the event.

The Festival attracts Kingston residents and tourists who will taste award winning ribs and chicken as well as sample Ontario craft beers. Other food, including healthy choices and non-alcoholic drinks will also be offered. The admission-free, family friendly event will include a weekend of live, local entertainment and will support the Partners in Mission Food Bank with donations accepted at the gate.

Municipal Alcohol Policy

The City of Kingston's MAP was approved by Council in 2006. The policy provides for responsible management practices at functions or events held at City of Kingston facilities, properties or areas where alcohol is available under the authority of a SOP or a Caterer's Endorsement. The City has developed this policy as a means of enhancing and promoting the social enjoyment and physical safety of everyone who uses these facilities and areas, while at the same time avoiding or minimizing any alcohol-related liability issues. The following provisions will be implemented at the Kingston Ribfest & Craft Beer Festival:

- Persons under the legal drinking age are prohibited from adult events where alcoholic beverages are served unless accompanied and supervised by a parent or guardian;

August 10, 2021

Page 6 of 7

- All servers have attended Smart Serve®; an AGCO recognized server-training course and their names will be submitted to the City at least ten working days prior to the event; and
- Non-alcoholic drinks will be available at no charge or less than half the price of the lowest-priced alcoholic beverage. Water, soft drinks and lemonade will be available at the Kingston Ribfest & Craft Beer Festival.

The MAP states the need for promoting safe transportation. Impact Events Group has posted the following statement on their website: “There is parking on-site but the best bet is either cab or public transit. This will avoid any chance of drinking and driving”. The MAP states that the organizer must provide an insurance certificate that indicates comprehensive general liability coverage in an amount not less than five million dollars (\$5,000,000), which includes a host liquor liability endorsement in an amount acceptable to the City of Kingston. The certificate of insurance must also indicate the specific event, location and date that it is being provided for. The City of Kingston must be named as an additional insured on the policy for that event. Impact Events Group will provide their certificate of insurance for five million dollars (\$5,000,000) at least ten (10) working days prior to the scheduled event. Impact Events Group will enter into a facility booking permit similar to other facility or park bookings in City owned facilities. The previous seven (7) events have gone well without incident and the popularity seems to be growing.

The MAP requires that beer and coolers are served in plastic and/or paper cups. Impact Events Group has used a glass for the craft beer sampling for sixteen (16) years without incident, providing attendees with a souvenir sampling glass, which also minimizes the amount of waste produced at the event. If the glass was not provided, each brewery would need to provide single use plastic sampling cups. Participants use the same glass all weekend, so the glass is considered an environmentally conscious alternative.

The organizers meet all other requirements outlined in the City of Kingston MAP Standards.

Special Occasion Permit

In order for an organization to receive a SOP issued by the AGCO, its public event must receive declaration from Council that the event is of municipal significance.

Existing Policy/By-Law:

The City of Kingston Municipal Alcohol Policy
Special Events Policy for City Parks and Facilities

Notice Provisions:

None

Accessibility Considerations:

None

August 10, 2021

Page 7 of 7

Financial Considerations:

None

Contacts:

Lacricia Turner, Director, Recreation & Leisure Services 613-546-4291 extension 1815

Other City of Kingston Staff Consulted:

Jaclyn Grimmon, Manager, Recreation Programs, Recreation & Leisure Services

Jon Hayter, Supervisor, Special Events, Recreation & Leisure Services

Exhibits Attached:

Exhibit A Formal Request from Event Manager - Ribfest & Craft Beer Festival



c/o Impact Events Group Inc.
81 Lennox Crescent
Kitchener, ON N2N 2P5
Tel: 519.579.3017
E: guy@impaciteventsgroup.ca

July 20, 2021

Mr. Jon Hayter
Supervisor, Special Events
Recreation & Leisure Services
City of Kingston
216 Ontario Street
Kingston, ON K7L 2Z3

Dear Jon:

This letter is a formal request that the 8th annual *Kingston Ribfest & Craft Beer Show* event being held September 10-12, be deemed an event of Municipal Significance. This is required for Impact Events Group Inc. to obtain a Special Occasion Permit for the event.

The 2021 event will adhere to all COVID protocols and capacity limits in place at the time of the event, but our goal is to operate at a minimum of 75% capacity. In 2019, the community continued to respond and there was over 25,000 total attendance! We also raised \$3,863.04 and 1,477 lbs of food for the Partners in Mission Food Bank bringing our total over the first seven years, to \$22,280.65 and 14,654 lbs of food! The event is fast becoming a major event in the City of Kingston.

Impact Events Group has a long history of creating and producing successful events including the Downtown Kitchener Ribfest & Craft Beer Show which is celebrating its 17th anniversary this year and draws over 37,500 attendees from across Waterloo Region and beyond. Our goal is to do the same in Kingston.

A copy of the Festival's Security & Emergency Response Plan will be forwarded once it's approved by the AGCO.

Best Regards,

Guy Exley
Ribfest Event Manager