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**To:** Council  
**From:** Loriann Harbers, Director of Corporate Services/Clerk  
**Date of Meeting:** November 24, 2021  
**Subject:** Craft Shack Winter Socials – Significant Event

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**Background:**

A request was received from Mr. Ian Bentley, Bentley Hospitality <https://www.bentleyhospitality.ca/> for the municipality to declare his twelve (12) day event “municipally significant” for the purposes of obtaining a Special Occasion Permit (SOP) from the Alcohol and Gaming Commission of Ontario (AGCO).

Under the Township’s Delegation of Authority By-law, the Director of Corporate Services is authorized to prepare such letters. Due to the time restrictions, a review has been conducted and a letter has been sent for this purpose on behalf of the municipality.

**Discussion:**

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.

Public Event permits can be issued:

- To registered charities
- To non-profit organizations whose object is to promote charitable, educational, religious or community objects, or
- For events of municipal, provincial, national or international significance.
- For a tailgate event held at outdoor premises that are at ground level, where the event is held in connection with, and in proximity to, a live professional, semi-professional or post-secondary sporting event.

An event of municipal significance requires a designation by the municipality in which the event will take place. Applications must be accompanied by either a municipal resolution or a letter from a delegated municipal official designating the event as municipally significant.

The request received from Mr. Bentley is for twelve (12) days in total and is outlined below (based on his submission):

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- the Craft Shack has had a very successful summer building the brand from the Cornwall Waterfront.
- the event location is 17369 Cornwall Centre Road (north end of City Limits facility)
- the application is for one SOP for 12 days to start as that is the current AGCO limit on one permit. The goal is to start December 2 and continue with Friday and Saturday's through January, 2022. If the events are successful, the process will continue January for another 12 days. Another SOP will be required.
- the events are called "The Craft Shack Winter Socials"
- a letter from the municipality stating that these 12 days (event) is of municipal significance to submit with the application to the AGCO, is required.
- Thereafter, a letter will be sent to the Police, Fire and Health Unit informing them of plans.
- The Craft Shack Winter Socials aims to cater to craft beer lovers from all over Eastern Ontario and will also provide quality live music.

These are the dates included in the application:

1. December 2nd, 3rd and 4th
2. December 10th and 11th
3. December 17th and 18th
4. December 31st
5. January 7th and 8th
6. January 14th and 15<sup>th</sup>

The request has been circulated to through the Directors team and there were no concerns expressed save the need for Fire Inspection which has been undertaken. Minimal upgrades were required and staff are confident necessary work can be done in a timely fashion. A follow up inspection will be completed before any event commences.

It is anticipated a positive experience will be had by those in attendance supporting the promotion of a local vendor.