

# REQUEST FOR DECISION

## — REGULAR MEETING —



**To:** Mayor and Council  
**From:** Deputy Manager of Operations and Sustainability  
**Date:** July 17, 2017  
**Subject:** Policy 1207 – Use of City Property or Facilities  
**Recommendation:** **RESOLVED THAT Council adopts "Policy 1207 – Use of City Property or Facilities".**

---

### BACKGROUND:

The City often receives event requests for the use of municipal properties for community events like the Fall Fair or the farmers market. There is little existing policy guidance on what information to request from activity coordinators or what kind of safety standards need to be in place. The new policy creates a framework around which to work with activity coordinators to ensure safe events that reflect the City's intention for the use of its property and facilities.





Council reviewed the proposed policy at the June 19, 2017 Committee of the Whole and made recommendations to include some similar language to that in Policy 1203. Those changes have been incorporated into the attached draft policy.

---

### Benefits or Impacts of the Recommendation

**General:** Provides increased policy guidance on the use of City property or facilities for events and community functions.

#### Strategic Impact:

-  Events cost the City tens of thousands of dollars per year. This policy allows for an additional accounting of benefits to the City for large events.
-  Events can have a positive economic impact on the City in general especially the larger events that draw visitors.
-  Creating a policy will make the City's expectations more transparent to the public.
-  N/A

**Policy/Legislation:** NEW Policy 1207 – Use of City Property or Facilities

**Attachments:** Policy 1207 – Use of City Property or Facilities



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

# REQUEST FOR DECISION

— REGULAR MEETING —



---

**Recommendation: RESOLVED THAT Council adopts "Policy 1207 – Use of City Property or Facilities".**

---

- OPTIONS:**
1. Council could choose to support the recommendation.
  2. Council could choose to not support the recommendation.
  3. Council could choose to refer the report back to staff for more information.
- 



Fiscal Accountability



Economic Growth



Community Engagement



Community Liveability

# REQUEST FOR DECISION

— REGULAR MEETING —



## Report Approval Details

Document Title:	RFD 2017 - Policy 1207 Regular.docx
Attachments:	- Policy 1207 - Use of City Property or Facilities June 19.pdf
Final Approval Date:	Jul 7, 2017

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

**No Signature - Task assigned to David Reid was completed by assistant Cavan Gates**

**David Reid - Jul 7, 2017 - 10:50 AM**

**No Signature - Task assigned to Diane Heinrich was completed by assistant Daniel Drexler**

**Diane Heinrich - Jul 7, 2017 - 10:53 AM**