

## Staff Report

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**Report To:** City Council  
**Report From:** Andy O'Leary, Facilities Booking Coordinator  
**Meeting Date:** July 19, 2021  
**Report Code:** CS-21-093  
**Subject:** Georgian Bay Folk Society 46th Annual Summerfolk Music Festival – August 21-22, 2021

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### Recommendations:

THAT in consideration of Staff Report CS-21-093 respecting Georgian Bay Folk Society 46<sup>th</sup> Annual Summerfolk Music Festival – August 21, 2021, City Council:

1. Approves the use of Kelso Beach Park, Harrison Park, Community Waterfront Heritage Centre, and Queen's Park Bandshell for the 46th Annual Summerfolk Music Festival on Saturday, August 21, 2021 conditional upon the Applicant providing the City with liability insurance in the amount of \$5,000,000 naming the City of Owen Sound as additional insured, 14 days prior to the event;
2. Approve the closure of 1<sup>st</sup> Avenue West from 8<sup>th</sup> Street to 9<sup>th</sup> Street West for the period of Saturday, August 21 to Sunday, August 22, 2021 from 7 a.m. until 7 p.m. subject to the conditions outlined herein; and
3. Directs staff to bring forward a by-law to authorize the execution of an agreement with the Georgian Bay Folk Society for the 46th Annual Summerfolk Music Festival.

## Highlights:

- 2021 will mark the 46<sup>th</sup> year of Georgian Bay Folk Society's Summerfolk Music and Crafts Festival. Due to Covid restrictions, there will be no craft portion of this year's festival.
- To follow COVID-19 guidelines and limits on outdoor gatherings, Summerfolk has selected 21 sites to host between 50 and 100 patrons for viewing outdoor concerts.
- All outdoor music will be between the hours of Noon and 4:30 p.m. so there is no requirement for an exemption to the noise by-law.

## Strategic Plan Alignment:

[Strategic Plan](#) Priority: This report supports the delivery of Core Service

## Background:

Traditionally, Summerfolk would host their event at Kelso Beach including concerts, arts, and craft vendors as well as a liquor license through the AGCO. With Provincial restrictions in place at the time of planning the event, organizers adapted to the conditions to build a model that would permit hosting the event in a variety of locations with smaller gatherings while following the Provincial guidelines. This year's event is not licensed under the AGCO on City lands. Two host locations will be serving alcohol.

The Georgian Bay Folk Society is requesting the City consider the following for the 46<sup>th</sup> Annual Summerfolk Music and Crafts Festival.

### 2021 Set-up dates

Kelso Beach - Saturday, August 14 to Friday, August 20

Harrison Park – Wednesday, August 18 to Friday, August 20

Visitor Centre - Wednesday, August 18 to Friday, August 20

### Event dates

Saturday, August 21, 2021                      Noon to 4:30 p.m.

Sunday, August 22, 2021                      Noon to 4:30 p.m.

## Tear Down dates

Sunday, August 22, 2021

4:30 p.m. to 6:00 p.m.

## **Analysis:**

The plan includes the following, pending Public Health approval.

<b>Venue</b>	<b>Capacity</b>	<b>Dates</b>
Kelso Beach Amphitheatre	100	August 21-22
Kelso Beach North (Soccer Field)	100	August 21-22
Kelso Beach Gazebo and surrounding area	100	August 21-22
Harrison Park South Field (near basketball courts)	100	August 21-22
Harrison Park Black History Cairn	75	August 21-22
Owen Sound Visitor Centre (West Harbour)	100	August 21-22
Queen's Park Bandshell (1 <sup>st</sup> Ave W between 8 <sup>th</sup> and 9 <sup>th</sup> St. W)	100	August 21-22

A copy of the proposed site plans is attached.

1. Agreement for use of Kelso Beach Park, Harrison Park, and the Owen Sound Visitor Centre.

The Agreement contains the following key points:

- To provide at their own expense refuse containers. City provides recycling carts and additional garbage cans. The event organizer is responsible for separating the polystyrene cups from the plastic bottles and cans and delivering the cups to the Recycling Depot. Polystyrene materials are not collected in the curb side Blue Box or Blue Cart Programs.
- Additional portable washrooms including accessible washrooms and hand cleaning stations.
- Designated accessible parking spaces identified with signage.
- \$2,000 damage deposit, the deposit does not relieve the event organizer from assuming liability for all repairs or damages to the facility as a result of their event which exceeds the deposit.

- Facility rental fees of \$888.20+HST.
- Prior to event, the Georgian Bay Folk Society will have access to each facility on the date indicated on the facility use agreement and as noted above. These dates range from Saturday, August 14, 2021, to Wednesday, August 18, 2021, for the purpose of set-up or tear down.
- All electrical installations are required to be inspected by an Electrical Safety Authority (ESA) inspector to ensure compliance with the electrical code and must provide the City with a copy of the inspection report.
- Compliance with the Smoke-Free Ontario Act and the County of Grey Smoking By-Law #4872-14.
- Shall secure all necessary licenses, permits and approvals as required by the City. This includes, but is not limited to road closure permits (if required), Health Unit approvals, locates for underground services, building permit for any tents (larger than 20' x 30') in accordance with the Ontario Building Code and for any other erected structures (including bleachers), AGCO license, fire and safety inspections, and all other approvals required under City by-laws and Provincial and Federal legislation.
- To provide at their cost any site services that is required such as electricity and water that are not available within the facility.
- During set-up and tear down, public access will be maintained at all City owned locations.

## 2. Licensed area approval

The Georgian Bay Folk Society, as a registered charity (under the Income Tax Act - Canada) may apply for a "Public Event" Special Occasion Permit (SOP) and no 'municipal significance' designation is required.

### Licensed area information:

There will be no licensed areas on City property for 2021 Summerfolk. Two host locations serving alcohol include The Roxy and Heartwood Hall who each hold their own license through the AGCO.

## 3. Road Closure 800 Block 1<sup>st</sup> Avenue West – Queen's Park Bandshell

One of the new venues in 2021 is the Queen's Park Bandshell. This includes the use of the bandshell as well as a request to close 1<sup>st</sup> Avenue West on August 21 and 22. The Engineering Services Administrator has provided the information and review of the road closure in accordance with City Policy.

A 6m straight access route be maintained at all times to allow for emergency vehicles. Intersections must remain open and clear access must be maintained to any hydrants and buildings along that section of the road.

Access to businesses along 1<sup>st</sup> Avenue West must be maintained at all times. The sidewalk west of the roadway fronting the Library and Art Gallery will remain open, barricades will be placed east of the sidewalk to separate the event site area from the sidewalk.

Event patrons will line up along the 8th Street West sidewalk around to the Farmers' Market for access into the event. Physical distancing must be maintained and signage will be posted by the organizer referring to the 2m distancing requirement. 1.5m of the sidewalk will be blocked for event patron line up and 1.5m clearance will be maintained to allow for through accessible pedestrian traffic.

The 800 block of 1<sup>st</sup> Avenue West is part of the Brook transit route. Staff have been notified of the closure and are aware that buses will need to be redirected on Saturday, August 21.

#### 4. Noise By-Law Exemption

There is no request for an exemption to the City's Noise By-law for 2021.

### **Financial Implications:**

\$888.20+HST facility rental fees including set-up and tear down dates for all City venues.

### **Communication Strategy:**

City staff will work with the event organizer and other City Departments regarding arrangements for this event.

The Engineering Services Administrator will issue a Media Advisory notifying of the 1<sup>st</sup> Avenue West road closure, how to access the Library and Art Gallery during the closure and the disruption of the Brooke transit route. The

Organizer is responsible for promoting their own communication regarding the event.

**Consultation:**

Jaret Koop, Georgian Bay Folk Society's General Manager

Jeff Fluney, Owen Sound Police Services

Craig Landry, A.G.C.O

Adam Parsons, Manager of Parks & Open Space

Greg Nicol, Owen Sound Fire Department

Pam Coulter, Director of Community Services

Brent Fisher, Manager of Community Development & Marketing

Jaret Koop, Georgian Bay Folk Society Operations Manager; Owen Sound Fire Services; Owen Sound Police Services; the Supervisor of Environmental Services; Tom Thompson Art Gallery; Owen Sound & North Grey Union Public Library; The Director of Housing and Support Services for CMHA Grey Bruce Mental Health and Addictions Services; St. Andrews Church; Mary McKerroll from McKerroll & McKerroll

**Attachments:**

1. Schedule 'A' required Conditions of Approval
2. Schedule 'B' Site Map for each City of Owen Sound location

**Recommended by:**

Andy O'Leary, Facilities Booking Coordinator

**Reviewed by:**

Brent Fisher, Manager of Community Development and Marketing

**Supported by:**

Pamela Coulter, Director of Community Services

**Submission approved by:**

Tim Simmonds, City Manager

For more information on this report, please contact Andy O’Leary, Facilities Booking Coordinator at [aoleary@owensound.ca](mailto:aoleary@owensound.ca) or 519-376-4440 ext. 1255.