



Subject: Special Event Requests - Niagara Trail Maintenance Earth Day, and MS Walk Niagara Region

Report to: Thorold City Council

Recommendations

1. That the Special Event Request submitted by Niagara Trail Maintenance Association Inc. for an Earth Day Clean-up **BE APPROVED**;
2. That waiver of the \$25.00 permit fee and \$25.00 administrative fee for Niagara Trail Maintenance Association Inc. **BE APPROVED**; and
3. That Special Event Request submitted by MS Canada for MS Walk Niagara Region **BE APPROVED**.

Key Facts

- The City of Thorold requires Special Event Applications from external organizers for any event that is open to the public and hosted on municipal properties.
- Staff review Special Event Applications to ensure they meet the minimum necessary requirements as outlined by the City's Special Event Application and Manual.
- Council has discretion to approve or deny Special Event Applications. If approved, staff will work with the event organizer to complete the Special Event Application to ensure a safe and successful event.

Budgetary Status

Niagara Trail Maintenance Association Inc. is requesting the City of Thorold waive applicable permit and administrative fees:

- Passive Park Permit Fee: \$25.00
- Special Event Administrative Fee: \$25.00

These fees will be funded from the Operational budget for Clean Up Days.

Niagara Trail Maintenance Association Inc. is additionally requesting the following in-kind provisions:

- That the City of Thorold Provide gloves and garbage bags to support this request.
- That City Staff pick up garbage bags following the event.

Supplies and staff time will be incorporated into the City of Thorold Earth Day budget.

MS Canada will be charged a \$25.00 Special Event Administrative Fee.

Analysis

The City of Thorold acknowledges the importance of community events and fundraisers. The City has received two requests to host Special Events in the municipality.

The first request was submitted by Niagara Trail Maintenance Association Inc. to use DeCew House Heritage Park as a meeting point for an Earth Day Clean-up. Clean-up will occur in the park and surrounding trails on April 22, 2023.

The second request was submitted by MS Canada to host a Walk for MS beginning at Canada Games Park, travelling on Regional Road 71, Schmon Parkway and Regional Road 50. The walk will take place on Sunday May 28th.

City Staff are confident that Niagara Trail Maintenance Association Inc. and MS Canada will meet the minimum requirements of the City of Thorold Special Event Application and Manual.

Alternatives Reviewed

Council has the discretion to deny Special Event Applications. The Special Event Applications outlined in this report will meet the minimum municipal requirements, and therefore denying these requests is not recommended.

Relationship to Strategic Plan

The recommendation is consistent with Council's Strategic Priorities;

- Businesses and Economic Growth
- Vibrant, Inclusive Neighbourhoods

Other Pertinent Reports

Not Applicable.

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Appendices

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| Appendix 1 | NTMA Letter to Council |
| Appendix 2 | MC Canada Letter to Council |