

## **COMMITTEE OF THE WHOLE – SEPTEMBER 3, 2002**

### **SPECIAL EVENT TEMPORARY TRAFFIC CONTROL**

#### **Recommendation**

The Commissioner of Engineering and Public Works, in consultation with the City Clerk, recommends:

1. That an administrative amendment be made to By-Law 67-90, which governs temporary road closures, to replace the words “Town Clerk” with “City Clerk” and “Town Engineer” with “Commissioner of Engineering and Public Works”;
2. That the Commissioner of Engineering and Public Works and/or City Clerk continue to have the authority to temporarily close and/or implement parking restrictions on City roads for permitted special events, as provided for under Consolidated Parking By-Law 1-96 and By-Law 67-90, and that staff no longer refer all such applications to Council; and
3. That the Clerks Department expand the circulation list for permit applications for special events to include Mayor and Members of Council and the senior management team.

#### **Purpose**

To amend By-Law 67-90, and to confirm that staff will implement temporary road closures and parking restrictions for annual community festivals, parades, golf tournaments and other special events without reporting formally to Council, as is currently provided for under Consolidated Parking By-Law 1-96 and By-Law 67-90.

#### **Background - Analysis and Options**

The City’s Clerks Department issues permits and approvals for various special events. These include periodic events such as street parties and walkathons, and the following annual events:

- Kleinburg Bindertwine Festival, typically held the first weekend after Labour Day in September.
- Thornhill Village Festival, typically held the third weekend in September.
- Vaughan Santafest Parade in Maple, typically held the last Sunday in November.
- Winterfest at the Uplands Ski Resort, typically held on a Sunday in early February.
- Altamira Charity Golf Tournament at the Toronto Board of Trade Golf Course, typically held on a Monday in early July.

Consolidated Parking By-Law 1-96 gives the Commissioner of Works, or a designate, the authority to erect temporary No Parking signs when necessary. By-Law 67-90, which governs temporary road closures, gives the Town Clerk or Town Engineer the authority to temporarily close roads for special events. By-Law 67-90 also states that “the Town Clerk or the Town Engineer may refer any application for a proposed closure of a highway or portion of a highway to Council for decision.”

In the past, staff have referred all such applications to Council for approval. However, this has meant that applicants must notify the Clerks Department sufficiently in advance of an event to allow time for staff reports and corresponding by-law authorization of any temporary road closures or parking restrictions. This is often problematic as most applicants are unaware of the need for sufficient notification.

Accordingly, it is recommended that the City Clerk and/or the Commissioner of Engineering and Public Works, or a designate, continue to have the authority to temporarily close roads and/or implement parking restrictions for permitted events, as is currently allowed under Consolidated Parking By-Law 1-96 and By-Law 67-90, and that staff no longer refer all such applications to Council. Most permitted events are annual in nature, and require the same road closures and parking restrictions from one year to the next.

When a special events application is received it is circulated by the Clerks Department to the local Councillor, the Engineering Department and other affected City departments, emergency services personnel and, if necessary, the Region of York. In place of formally reporting to Council, it is recommended that the circulation list be expanded by the Clerks Department to include Mayor and Members of Council and the senior management team.

As By-Law 67-90 dates back to 1990 when Vaughan was a town, it is also recommended that the by-law be updated to replace the words "Town Clerk" with "City Clerk" and "Town Engineer" with "Commissioner of Engineering and Public Works".

### **Conclusion**

It is recommended that an administrative amendment be made to By-Law 67-90 to replace the words "Town Clerk" with "City Clerk" and "Town Engineer" with "Commissioner of Engineering and Public Works". It is also recommended that the Commissioner of Engineering and Public Works and/or the City Clerk temporarily close and/or implement parking restrictions on City roads for permitted special events as per Consolidated Parking By-Law 1-96 and By-Law 67-90, and that in place of formally reporting all such applications to Council the Clerks Department circulate Mayor and Members of Council and the senior management team.

### **Report prepared by**

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Respectfully submitted,

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Commissioner of Engineering and Public Works