



TO: GENERAL COMMITTEE

SUBJECT: ECONOMIC RECOVERY ACTION PLAN UPDATE - PROGRAM APPROVALS FOR BUSINESS IN THE PARKS AND PATIOS EVERYWHERE

WARD: ALL

PREPARED BY AND KEY CONTACT: N. GAVARRE, ECONOMIC DEVELOPMENT OFFICER, EXT. 4431

SUBMITTED BY: S. SCHLICHTER, DIRECTOR ECONOMIC AND CREATIVE DEVELOPMENT

GENERAL MANAGER APPROVAL: A. MILLER, RPP, GENERAL MANAGER, INFRASTRUCTURE AND GROWTH MANAGEMENT

CHIEF ADMINISTRATIVE OFFICER APPROVAL: M. PROWSE, CHIEF ADMINISTRATIVE OFFICER

RECOMMENDED MOTION

1. That Staff Report ECD002-21 concerning an update on the Barrie COVID-19 Economic Recovery Action Plan be received as a follow-up to motions 20-G-061, 20-G-099 and 20-G-177.
2. That the Business in the Parks Pilot Program be extended until December 31, 2021, and that Sunnidale Park be added to the authorized list of Parks included in the Business in the Parks Pilot Program.
3. That the program parameters, application process and operating criteria for the Patios Everywhere Program as outlined in Appendix "B" to Staff Report ECD002-21 be approved for the 2021 patio season with a start date of April 1, 2021 ending on November 30, 2021 and that the provisions governed in Business Licensing By-law 2006-266, as amended, shall not apply.
4. That Schedule M of the Fees By-Law 2021-20 be amended to add Sunnidale Park to the list of parks to which the private function permit fees apply.
5. That the Downtown BIA Patio Program be permitted to operate from April 1, 2021 to November 30, 2021 with exceptions to accommodate Dunlop Streetscape deficiency repairs and winter snow events that may require temporary patio removal.
6. That any City of Barrie fees associated with the Patios Everywhere Program and the Downtown BIA Patio Program be waived for the 2021 patio season from April 1, 2021 to November 30, 2021.

PURPOSE & BACKGROUND

Purpose

7. The purpose of this report is to provide Council with:
 - a) A progress update on the Barrie COVID-19 Economic Recovery Action Plan;

- b) An update on the second set of business and community consultations and associated outcomes;
- c) Approval requests for continued programming in support of recovery actions, specifically Patios Everywhere and Business in the Parks; and
- d) Approval to extend the Downtown BIA Patio Program to align with the Patios Everywhere program and the waiving of all patio program fees for the 2021 season.

Background

8. Since the onset of the pandemic, several Council Motions have been adopted approving and supporting actions and programs in support of economic response and recovery efforts that included outreach and consultation with businesses.
9. The most recent motion related to the Economic Recovery and Action Plan (20-G-177) was adopted on October 19, 2020, and stated:
 - “1. That Staff Report ECD015-20 concerning an update on the Barrie COVID-19 Economic Recovery Action Plan and next steps for consultations be received as a follow-up to motions 20-G-061 and 20-G-099.
 2. That funding in the amount of up to \$150,000 be allocated from the Community Benefit Reserve in support of the following recovery actions:
 - a) Up to \$75,000 to allocate as municipal contributions to leverage and apply for Provincial and Federal funding programs that will bring additional funding and supports to local business response and recovery; and
 - b) \$75,000 for a pilot partnership with Georgian College’s Department of Research, Innovation and Entrepreneurship, which will deliver programming direct to businesses and entrepreneurs to build resiliency through research and innovation supports; the pilot partnership will aid recovery and help deliver on the strategic priorities of Council and the Economic and Creative Development Department.
 3. That staff in the Economic and Creative Development Department report back to General Committee on municipal funds allocated to funding applications, as well as return on investment for any approved applications where funding is allocated.
 4. That the Business in the Parks pilot be extended until December 31, 2020, and that staff in the Economic Creative Development Department review the scope of eligible applicants to provide more opportunity for program utilization in consultation with the Operations, Enforcement Services, Legal Services, and Recreation and Culture Services Departments.”
10. Shortly after the completion of the second consultation process outlined in Staff Report ECD015-20, COVID-19 infection rates began to increase significantly leading into a complete lockdown on December 26, 2020 under the Provincial Grey Zone designation.

11. This lockdown shifted Economic and Creative Development's focus towards an immediate response to assist local businesses dealing with the newly implemented regulations. A memorandum to Council was provided on February 1st, 2021 highlighting the direct outreach efforts to local business, a high-level summary of consultation focus area outcomes and the review of actions, including the return of the Patios Everywhere Program and renewing Business in the Parks Program to support businesses as the Province moves out of the Grey Zone health measures.
12. As of Monday, March 1, 2021, as declared by the Province, municipalities in the Simcoe Muskoka area including the City of Barrie have once again moved from the Red-Control level to the Grey-Lockdown level of COVID-19 restrictions. Although the framework has been modified to allow for ski hills to continue to operate and for retail to remain open at reduced capacity, other businesses such as personal service businesses and recreation related businesses must close along with indoor and outdoor dining. Staff in the Economic and Creative Development Department are targeting these businesses with increased outreach and communication regarding available government funding opportunities.

Economic Recovery Action Plan- November/December 2020 Consultations

13. The COVID-19 Economic Recovery Action Plan, June 18, 2020, was the outcome of consultation with local business leaders and stakeholders, the public and members of Council. The Plan supported the reopening of businesses post-shutdown and helped bring customers back safely and efficiently. This evolving Plan provides immediate actions and a longer-term roadmap for the shifting needs of Barrie businesses both during and beyond COVID-19.
14. Through this process a set of more than 20 recommended actions were identified. Combined with the initial set of actions in the COVID-19 Response Plan, more than 30 actions were initiated in support of economic recovery, of which all have been delivered, are in-progress or are being explored with a total investment of more than \$500,000.
15. Economic and Creative Development staff completed a second set of Economic Recovery Consultations, hosting 16 consultations from November 5 to December 4, 2020. Additional data was collected through online survey, social media and direct email.
16. Similar to the first set of consultations the Economic and Creative Development Department worked directly with local partners to promote the consultations and collect feedback from the community. Local partners included: Tourism Barrie, Downtown BIA, Chamber of Commerce, Henry Bernick Entrepreneurial Centre, Sandbox, Simcoe County Home Builders, Barrie Construction Association, Arts and Culture community, and Barrie and District Association of Realtors.
17. During a partner roundtable, participants identified top focus areas from the consultation feedback based on potential economic impact, community needs and executability. The focus areas were identified as:
 - Getting businesses online;
 - Helping businesses connect to government grants and funding;
 - Mental health Initiatives-supporting community mental health;
 - Advocacy for business challenges;
 - Downtown Barrie support;
 - Arts and Culture sector support; and
 - Supporting restaurants.

-
18. Economic and Creative Development continues to work with local partners to implement programs based on the focus areas identified through the second set of consultations. Current response and recovery issues that address these focus areas continue to be delivered and built on, with new actions being identified and implemented. A complete summary of the areas of focus and action items being continued and undertaken are identified in Appendix "A" to Staff Report ECD002-21.
19. Highlights of some new initiatives include:
- The COVID Tourism Response Fund was a new government funding program to help tourism related businesses with COVID related expenses such as PPE, enhanced cleaning protocols, and digital upgrades. Barrie partnered with neighbouring municipalities and RTO7 to promote and administer the funding. An announcement will be made soon regarding funding recipients.
 - The Pilot Partnership with Georgian College Department of Research, Innovation and Entrepreneurship has launched and currently both organizations are working on signing an agreement on project details. The demand for applied research is strong and many local companies have been working with Georgian to develop innovations that will unlock new opportunities as we all adapt to the pandemic economy.
 - The Small Business Centre has been successful in obtaining \$32,000 from the province (as part of the Small Business COVID Recovery Network) and will be engaging a full-time Small Business Consultant through a six-month contract. This consultant will be specifically tasked with connecting local small business owners to available financial supports.

Business in the Parks Program

20. On August 10th, 2020 Council adopted motion 20-G-121 which stated:
1. That a Business in the Parks Pilot Program be implemented by the Economic and Creative Development Department, with the help of other departments, to support local economic recovery, for the period of September 8, 2020 to October 31, 2020, with the following general parameters:
 - The Business in the Parks Pilot Program be authorized to operate in Meridian Square and the Kiwanis Pavilion at Southshore Park;
 - That the Program permit Meridian Square and the Kiwanis Pavilion at Southshore Park to be reserved for commercial activity with events/programs such as private dance classes, art workshops, fitness classes, music classes, and other similar activities as confirmed by the Director of Economic and Creative Development;
 - The commercial operators be permitted to charge a fee to the participants in the activity and exclude the general public from accessing the area while the Business in the Parks booking is taking place;
 - The Business in the Parks Pilot Program commercial activities shall be managed through a private event permitting process;
 - The hours of operation shall be between 7:00am and 9:00pm with one hour prior and following each booking for set up and take down;

-
- A call for applications shall be issued by Economic and Creative Development Department for both half and full day bookings;
 - Applications received a minimum of two weeks in advance of a desired date will be given priority;
 - That Schedule M of the Fees By-law 2020-009 be further amended to add the following private event permit fees of a half day (6 hours) at \$75.00 and a full day (12 hours) at \$100.00 for the Southshore Park;
 - That during the period of the pilot, the existing approved Meridian fees be discounted to equal the same fees identified in g) for Southshore Park; and
 - The commercial operator shall be responsible for ensuring adherence to and enforcing all physical distancing and public health regulations, with size of groups no larger than what is recommended by the Simcoe Muskoka District Health Unit.
2. That the Director of Economic and Creative Development be authorized to amend the parameters in paragraph 1 b) – i), when it is deemed reasonable or required, in the sole discretion of the Director, in consultation with applicable departments and the General Manager of Infrastructure and Growth Management.
21. In 2020, through extensive community consultation the idea surfaced to allow for the utilization of public park space to help businesses build capacity. The pilot program operated from September 8, 2020 until December 31, 2020 by issuing interested businesses with a private function permit.
22. Permitting businesses to operate in public parks was identified again during the second round of Covid-19 consultations in November 2020 as a way that the City could assist in economic recovery.
23. The aim in 2021 is to operate Business in the Parks Program from April 1st until December 31st with the addition of Sunnidale Park as a permitted park location. The private function permit would still carry the same requirements as indicated in Appendix “C” to Staff Report ECD002-21.
24. In addition to promoting to local businesses there would be more emphasis on promoting the use of the program within the arts and culture sector as well for private functions.
25. In fall of 2020, Council passed motion 20-G-154 regarding Developing Local Talent in the Arts Sector and Connecting Local Neighbourhoods as follows:
- “That in support of developing local talent in the arts sector and connecting local neighbourhoods, staff in the Economic and Creative Development and Recreation and Culture Departments include an ‘intake form’ for consideration as part of the 2021 Business Plan that would provide a City resource and support for a pilot project for the organization of concerts with emerging, local musicians and artists in neighbourhood parks across the City of Barrie over the summer months.”
26. Both the Recreation and Culture Services and Economic and Creative Development Departments reviewed the direction and while there is an interest in localizing activations in the City’s park space that support the local arts and culture community, the intake form was not supported as a recommended service level change in the 2021 Budget.

-
27. Staff continue to assess health regulations and will consult with the arts and culture community to determine potential opportunities for leveraging public spaces beyond the Business in the Parks program that could support public facing productions, while adhering to associated gathering and health requirements. Concepts requiring Council approval would be presented as part of economic recovery planning.

Patios Everywhere Program and Downtown BIA Patio Program

28. The Patios Everywhere Program was implemented by the Development Services Department in support of economic recovery and was approved by Council motion 20-G-073 on May 31, 2020 as follows:
- “1. That the application process and operating criteria for the Patios Everywhere Program as outlined in Appendix “A” to Staff Report DEV017-20 be approved for the 2020 patio season ending on October 15, 2020 and that the provisions governed in Business Licensing By-law 2006-266, as amended, shall not apply.
 2. That the application process and operating criteria for the Refreshment Vehicle Program as outlined in Appendix “B” to Staff Report DEV017-20 be approved for the 2020 patio season ending on October 15, 2020 and that the provisions governed in Business Licensing By-law 2006-266, as amended, shall not apply until after October 15, 2020.
 3. That any City of Barrie fees associated with the Patios Everywhere Program and Refreshment Vehicle Program be waived for the 2020 patio season ending October 15, 2020.
 4. That any fees previously paid for a seasonal patio license for the 2020 patio season be refunded.”
29. The Downtown BIA Patio Program will continue to operate their own patio program and apply for permits directly through the ROWA department.
30. If approved for renewal for the 2021 season, existing legal restaurants will be able to take advantage of warmer weather by offering outdoor dining experiences starting April 1, 2021 until November 30, 2021 subject Provincial health regulations.
31. The Development Services Department will review Patios Everywhere applications and design concepts from businesses to ensure universal accessibility, public safety (including Fire and separation from traffic) with the streetscape experience being enhanced and not negatively impacted by the introduction of a patio.
32. Business Licensing By-law 2006-266, as amended, (license, regulate and govern businesses) generally governs matters addressed in this document, but for the 2021 season shall not apply until after November 30, 2021.
33. All applications must comply with the Accessibility for Ontarians with Disabilities Act (AODA).
34. Applications will be accepted online through the APLI portal, where applicants can upload the required documentation and arrange for inspections.
35. The Patios Everywhere Program was a successful initiative in 2020 with the approval of nine new patios. Businesses have again expressed interest in participating should the program be available for the 2021 season.

-
36. Due to the low number of applications for refreshment vehicles in 2020 as part of the Patios Everywhere Program, refreshment vehicles have not been contemplated as part of the Patios Everywhere Program 2021. Refreshment vehicles can still apply for a permit under the regular refreshment vehicle permit application process.
 37. As result, current fees and requirements under Business Licensing By-law 2006-266, as amended will continue to apply to Refreshment Vehicle operators.
 38. By-law 2008-212 will not apply within the Downtown BIA boundary area until December 1st, 2021. In the event of snowfall in the amount of 10 cm + accumulation patios will need to be removed. Two days' notice will be provided when a winter weather event is forecasted to allow for winter maintenance.
 39. The Downtown BIA has previously administered their own patio application process and assisted businesses in applying directly to the City.
 40. The majority of the Dunlop Streetscape contract has been completed with the exception of some deficiency repairs that are to be completed prior to June 30th. City Staff will work with the Downtown BIA when implementing the patio program to try to alleviate as many disruptions as possible.

ANALYSIS

41. Staff in Economic and Creative Development remain optimistic that Simcoe Muskoka will remain under current grey zone restriction for a limited amount of time but are conscious of the potential of a future third wave of increased COVID-19 cases and associated restrictions. Staff will continue to adapt programs and services to support businesses with their recovery and response efforts.

Business in the Parks

42. During the 2020 Business in the Parks Pilot Program which took place from September 8th to December 31st uptake was minimal, but several factors played into this including, a late start in year with temperatures falling quickly, gathering restrictions increasing with the wider spread of Covid-19 and lack of time to promote the program.
43. By extending the pilot program for 2021, it will provide the opportunity to promote the availability of the parks to a broader audience including the arts & culture sector and will provide access to the parks during the warmer months.
44. The use of parks for Economic Recovery provides an outdoor space option that businesses could use if indoor operation restrictions are in place. The use of the parks would be dependent on the Province's COVID-19 Response Framework and any additional provisions put in place by the Simcoe Muskoka District Health Unit but could potentially provide businesses a place to safely offer their services. In addition, the user criteria could be broadened to other types of activities operating in a closed format including arts and culture activities, business meetings and other small gatherings.
45. Currently the Parks Use By-law (Section 2.1.0.0.0) mandates that every person carrying on, conducting, operating, maintaining, keeping or engaging in any business, event or activity within a park, where a permit or authorization is required by way of a by-law, Special Event Policy or other City Policy, as amended from time to time, shall be required to obtain a permit or authorization prior to the commencement of any such activity.

-
46. By leveraging the Private Function Permit it would accommodate the Business in the Parks program for the remainder of 2021. With the expansion of the Private Function Permit, business activity would be permitted under the existing By-law.
 47. In the Parks By-law the authority to issue permits is through the special events Eproval system overseen by the Recreation and Culture Services Department. Conditions and criteria would be applicable including, liability insurance, designated locations for the operators to set up, restrictions on signage, etc.
 48. The three parks designated for the pilot program 2021 include Meridian Place, Sunnidale Park, and the Kiwanis Pavilion / Southshore Park. These parks were chosen based on several factors including, parking availability, vicinity to business, level of foot traffic and least disruption to surrounding neighbourhoods. The addition of Sunnidale Park to the Business in the Parks Pilot Program locations will add more selection and ability to accommodate multiple requests.
 49. Bookings are half-days of 6 hours or full day bookings of 12 hours to allow businesses more flexibility with their operations. The time allotments will give them sufficient time without the pressure of a bookings occurring back-to-back. Also, booking the space in this manner facilitates internal operations and the turnaround time needed between bookings.
 50. The City of Barrie is committed to providing businesses the ability to reserve space for a set time in designated public parks. Bookings will be done in a fair and equitable manner to help businesses build capacity during economic recovery. In the absence of an allocation policy, a first come first serve approach will be taken for reservations and issuing permits. Additional criteria will be verified to ensure compatibility with the nature of the pilot program.
 51. With consideration to the overall intent of the Economic Recovery Plan which is to facilitate business capacity, the proposed Business in the Parks Fees would be set at \$75.00 for half day rentals and \$100.00 for full day rentals.

Patios Everywhere Program and Downtown BIA Patio Program

52. The Patios Everywhere Program will provide flexibility to restaurant owners for the 2021 patio season while ensuring adherence to COVID-19 safety measures.
53. Staff will work with businesses to complete the patio application process in advance of April 1, 2021. This will allow restaurants to open patios as soon as possible pending eased provincial restrictions and weather. The Downtown BIA Patio Program will continue to operate as in previous years however they will also be permitted an early start date of April 1, 2021.
54. The Patios Everywhere Program will not include refreshment vehicles as part of the program in 2021 and will solely focus on patios. There were only two permits issued for refreshment vehicles in 2020. Current provisions under Business Licensing By-law 2006-266, as amended, would continue to apply.
55. The proposal is to waive all City of Barrie fees associated with this program (AGCO fees may apply) as a way for the City of Barrie to assist with Economic Recovery. The use of technology and a streamlined review process will help keep City costs to a minimum.
56. There are no significant change proposed to the current parameters surrounding patios; the Zoning By-law is reasonable for this approach and staff are comfortable with the interpretations needed to achieve the intent of the Program. The requirements for site inspections, building and fire safety measures, public health and insurance certificates remain unchanged.

-
57. As a result of the temporary suspension of the Business Licensing By-law 2006-266 provisions related to patio implementation and enforcement matters, the program would be the responsibility of and administered through the Development Services Department, not the Enforcement Services Branch. Therefore, any enforcement of the operating criteria detailed in Appendix "B" to Staff Report ECD002-21 would be undertaken by the Zoning Officers through the authority under the *Planning Act*.
58. The Program is designed to support an online application submission and for the issuance of approvals. Site inspections can safely take place (if applicable/necessary) while maintaining physical distancing measures.
59. The Downtown BIA Patio Program will have the same start and end date as the Patio's Everywhere program, however, as part of the contract completion work for the Dunlop Streetscaping Project, outstanding deficiency repairs are scheduled to be completed prior to June 30, 2021 that may will require the temporary removal of certain patios for the work to be completed.
60. The City of Barrie is working with the contractor to expedite remaining works to minimize disruption, understanding that weather conditions will impact timing. Staff will continue to work with the contractor and the Downtown BIA to communicate disruptions and minimize impacts as is reasonably possible.

ENVIRONMENTAL AND CLIMATE CHANGE IMPACT MATTERS

61. There are no environmental and climate change impact matters related to the recommendation.

ALTERNATIVES

62. The following alternatives are available for consideration by General Committee:

Alternative #1

General Committee could decide to not to approve the Business in the Parks Program for 2021.

This alternative is not recommended as we anticipate continued COVID-19 gathering restrictions particularly indoors for an extended period of time. With the warmer weather approaching we also anticipate a greater interest in the Business in the Parks Program for 2021.

Alternative #2

General Committee could decide not to approve the Patios Everywhere Program for 2021.

This alternative is not recommended as the program was popular and successful during 2020 with businesses investing in furniture and materials to increase their outdoor dining spaces. It is anticipated that with the continuation of COVID the need for increased safe outdoor dining space will exist for the 2021 season.

Alternative #3

General Committee could add refreshment vehicles back into the Patios Everywhere Program for the 2021 season.

This alternative is available but not recommended as there was limited interest in this portion of the program in 2020. Should General Committee wish to expand the 2021 Program to include Refreshment Vehicles, they could request that staff report back with specific provisions for this Program.

FINANCIAL

63. The implementation of the COVID-19 Economic Recovery Action Plan is within existing budgets and allocations provided by prior Council direction.
64. There are no costs associated with the Business in Park Pilot Program, beyond staff time. Participant permit fees that will be put in place would be Half Day: \$75.00 and Full Day: \$100.00.
65. For the extension of the Patios Everywhere Program, the proposal to waive all fees associated with this program will be a cost to the organization. The use of technology and streamlining the review process is intended to keep costs to a practical minimum for business owners. The actual cost to the municipality will depend on the uptake but the normal fees for the services described in this report include:
 - a) Exemption from full site plan approval: \$1,058.58;
 - b) Patio License: \$236.25; and
 - c) New LCBO Application Fee: \$50.00 (may be subject to AGCO fees).

LINKAGE TO 2018-2022 COUNCIL STRATEGIC PLAN

66. The recommendation(s) included in this staff report support the following goals identified in the 2018-2022 Strategic Plan:

X Growing Our Economy
67. The Economic Recovery Action Plan is a community effort that provides a set of meaningful recommendations that the City can practically implement to support the recovery of the economy from the impacts of the COVID-19 pandemic.
68. The Business in the Parks and Patios Everywhere programs directly support the Barrie economy by providing safe outdoor space for businesses to increase their capacity and therefore revenues.
69. Staff continue to engage with businesses and stakeholder groups, including the Barrie Chamber of Commerce, Downtown BIA, Barrie and District Real Estate Board, Barrie Construction Association, the Sandbox, Georgian College, Henry Bernick Entrepreneurship Centre, Tourism Barrie, local landlords and the Simcoe County Homebuilders Association to understand business impact and deliver programming and supports to assist in response and recovery efforts.

Appendix "A"
Business Recovery Action Plans

<u>Round 2 Consultation Focus Areas</u>	<u>Phase 1 & 2 Initiatives</u>	<u>Phase 3 Initiatives</u>
Getting Businesses Online	<p>Digital Main St. Program</p> <p>Online Marketplace Platform – Hey Local</p> <p>Shop HERE Program</p> <p>Wi-Fi Access Waterfront & Downtown</p>	<p>Digital Main Street Program To date 317 clients registered across Barrie and surrounding area. Continuation of existing program.</p> <p>Online Marketplace Platform - Hey Local To date 115 local businesses and 7795 products online. New updates are being developed to the platform.</p> <p>Shop HERE Program Program continues. 109 local businesses have taken advantage of the service and therefore now have fully functioning ecommerce enabled websites.</p> <p>Wi-Fi Access Waterfront & Downtown Dunlop install was delayed due to COVID lockdown. Waterfront from the South Shore Centre to Heritage park is completed.</p>
Helping Businesses Connect to Funding	<p>Business Outreach Newsletters, social media, information added to recovery webpage as new funding is announced.</p> <p>Training Provided 200 spaces for local busines in certified Retail & Food Service Safety Training by Tourism Barrie and the BIA.</p> <p>Starter Company Plus Accepted 50% increase in program entrants along with a 50% increase in available grant funding.</p>	<p>Business Outreach Continuation of Phase 1 & 2 activities with the addition of direct phone calls to businesses to ensure they are aware of funding opportunities and assist with applications. Over 300 direct outreach via phone call to main street businesses have been made in addition to broader marketing outreach methods including radio, social and traditional channels.</p> <p>Training ECD will actively promote the new Skills Development Fund. The ministry is seeking projects that will enable market-driven solutions and unlock the economic potential of skilled trades and broader workforce development initiatives to facilitate the province’s economic recovery.</p> <p>Starter Company Plus 30 participants were accepted into the mentoring and training program. In March 2021, \$80,000 in</p>

		<p>grant funding will be issued to selected participants (approximately 16 grants of \$5,000).</p> <p>COVID Tourism Response Fund (NEW) Barrie partnered with neighbouring municipalities and RTO7 to administer funding for tourism related businesses. A public announcement to come regarding recipients.</p>
Mental Health Initiatives		Promoting seminars and events related to mental health for business owners being offered through the program partners.
Advocacy for Business Challenges	Chamber of Commerce	Continue to work with Chamber of Commerce who are addressing businesses concerns
Downtown Barrie	<p>Dunlop Street Pedestrianization Open Air Dunlop</p> <p>Curbside Pick-up Downtown temporary loading zones</p> <p>Marketing Program "Barrie Together"</p> <p>Improving Wayfinding Signage to Downtown Deferred to 2021</p> <p>Free Parking in Downtown Parking Lots</p>	<p>Dunlop Street Pedestrianization Partnered with the BIA on a successful 2020 Open-Air Dunlop pilot program with fiscal support from the City of Barrie. Working with the BIA to support a 2021 program.</p> <p>Curbside Pick-up A pilot program for 2021, allowing the BIA to designate up to 8 parking spots to promote curbside pick-up. In addition, Council has approved 4 more spots to be designated while the City is in a provincially designated Grey or Red zone.</p> <p>Marketing Program "Barrie Together" Continue to promote the shop local message through blog post stories and social media messages.</p> <p>Wayfinding Signage to Downtown 2021 Council approval of a wayfinding signage project through approval of the Tourism Master Plan. Will be undertaken with hire of new Tourism Coordinator in 2021.</p> <p>Free Parking in Downtown Parking Lots Free parking provided during summer 2020 and returned back to paid parking in September 2020. Refer to Curb-side pick-up program for further updates.</p>
Arts and Culture Sector	<p>2020 Culture Days Arts Award Budget diverted to Culture Days programming in 2020. Program provided approximately \$30,000 to local artists, non-profits,</p>	<p>2021 Cultural Grant Program Moved to an online application process and simplified applications based on COVID-19 and recovery efforts. Greater investment in arts and culture grants with a one-time \$50,000 increase through the budget process.</p>

	<p>creative businesses to deliver programming.</p> <p>Cultural Grant Program 2020 Cultural Grant Programming Funding was retained by recipients</p>	<p>Continued review of health and gathering restrictions to explore opportunities to leverage public outdoor spaces for artistic and cultural experiences, including Business in the Parks.</p>
<p><i>Supporting Restaurants</i></p>	<p>Patios Everywhere Program</p> <p>Marketing Program "Barrie Together"</p> <p>Recovery toolkit</p> <p>"One Voice" Message for the Tourism Industry</p>	<p>Patios Everywhere Program (Proposed to be extended for 2021)</p> <p>Marketing Program "Barrie Together" Continue to promote the shop local message through blog post stories and social media messages.</p> <p>Recovery Toolkit Additional kits have been made available in response to demand. The Recovery Toolkit was a promotional category winner in the 2020 Economic Development Association of Canada (EDAC) Marketing Awards.</p> <p>"One Voice" message for the tourism industry Aligned stakeholder messaging in consideration of applicable health recommendations. Working with Tourism Barrie.</p> <p>Reconnect Festival and Event Program (NEW) Partnered with BIA and Tourism Barrie to apply for provincial funding to support PPE, supply and marketing costs for Barrielicious participation. Approval is pending.</p>
<p><i>Other Initiatives</i></p>	<p>Business in the Parks</p> <p>Pilot Partnership with Georgian College</p> <p>Mayor's Innovation Awards Call for nominations</p>	<p>Business in the Parks (Proposed to be extended and expanded for 2021)</p> <p>Pilot Partnership with Georgian College This program has launched, and the City of Barrie is working with the College to complete working agreement and cultivating research projects.</p> <p>Mayor's Innovation Awards Showcasing companies that have innovated to respond to the pandemic. Received 74 nominations Judging to take place mid-February with a tentative virtual ceremony date for first week of April.</p>



	<p>Strategic Manufacturing Sector Projects Regional Manufacturing Partnership</p>	<p>Strategic Manufacturing Sector Projects Regional Manufacturing Partnership continues to deliver programming. RED funding received for AUTOMATION ACCELERATOR PROGRAM to be delivered by Georgian College focused on Industry 4.0 adoption. “Shifting Gears” newsletter providing local programming information, local success stories and important manufacturing related information including funding launched.</p> <p>Quarterly Economic Report Launched as an investor confidence newsletter, providing positive local economic and business news.</p>
--	--	---

Appendix "B"

Requirements for Patios Everywhere Program

Purpose:

The following document outlines the requirements for the Patios Everywhere Program for the 2021 patio season.

Existing, legal restaurants can take advantage of warmer weather by offering outdoor dining experiences, starting April 1st until November 30th, 2021. The City will review Patios Everywhere applications and design concepts from businesses to ensure universal accessibility, public safety (including Fire and separation from traffic) and the streetscape experience are enhanced and not negatively impacted by the introduction of a patio.

City Bylaw 2006-266 as amended (license, regulate and govern businesses) generally governs matters addressed in this document, but for the 2021 season shall not apply until after November 30, 2021.

All applications are required to comply with the Accessibility for Ontarians with Disabilities Act (AODA).

Application Process

City staff are available to assist if needed, however we believe most applicants should be able to complete the process on their own. Email patioseverywhere@barrie.ca for assistance.

The process to establish a patio consists of these steps:

1. Apply on line through the City's APLI portal. Select "Exemption from full site plan approval" as the application type.
2. Upload all required documentation:
 - Site Plan
 - Health Certificate of Inspection
 - Demonstration of an application for a Liquor License, if applicable
 - City of Barrie Business License for main restaurant – note that a non-licensed patio can proceed prior to obtaining a liquor license as a means of opening faster however the sale of liquor would be prohibited until such time as they obtain their liquor license from the AGCO.
 - Letter from the property owner authorizing the proposed patio use.
 - Copy of Current Liability Insurance
 - General Liability Insurance from an insurer licensed in the Province of Ontario for \$2,000,000 per occurrence with an aggregate limit of no less than \$5,000,000 to the Corporation of the City of Barrie against any liability for property damage or personal injury, negligence including death which may arise from the applicants operations under this agreement. The Corporation

of the City of Barrie must be included as an “Additional Named Insured”. The Commercial General Liability shall contain Cross Liability and Severability Clauses and Products & Completed Operations coverage including a standard contractual liability endorsement.

3. Arrange for inspections by City of Barrie staff (Zoning, Police (only
4. for sales of liquor), Fire)

Patio Location Considerations

On Street Patios:

ROWA Permit would be required like in the BIA / City Centre patios if proposed on a city street

Obstructions (Waste/Recycle Bins, Parking Pay & Display, Planters, Light poles etc.)

City staff and utility companies need space to access, repair or maintain trees/plants, fire hydrants and connections, electricity elements, natural gas connections, and other street assets for residents, businesses and visitors. City street must serve everyone including key services such as emergency services and public transit. Street features must be able to be used for their intended purpose, accessed and maintained.

The City and all public utility agencies retain the right of access to the approved Patio area for the installation, maintenance and repair of pipes, cables, wires, poles, hydrants, etc., as necessary. In case of emergency, no notice will be given. For scheduled work, a minimum notice of forty-eight (48) hours will normally be given.

The City retains a right of access over, to and upon a patio for emergency vehicle access.

Waste and Storage: Patio operators shall maintain the Patio area, and the immediately adjacent area, in a clean and safe condition at all times. Refuse containers are not permitted within the Patio area but portable service carts may be used for collection and transport to the associated restaurant. The storage of waste is not permitted.

Patio Design Details

Patios shall be comprised of structural, functional, and decorative features. To ensure public safety and general aesthetic continuity, the following design details provide the minimum requirements for various features within a patio. The City encourages creativity and the development of unique outdoor dining spaces within the requirements provided.

The patio shall be constructed and maintained by the applicant as per the construction guidelines, and must be compliant with the Accessibility for Ontarians with Disabilities Act (AODA).

An entryway of at least 1.75 m must be provided to the patio, and where possible, should be aligned with the entrance to the corresponding establishment. When entrances cannot be aligned, they should be provided in close proximity to each other to ensure ease of movement and service between the establishment and the patio.

Patio furnishings, fences and other Patio improvements must be removable and not permanently fixed in place. All objects must be contained within the approved Patio area and removed during the off-season or after the Patio ceases operation. The street, sidewalk and municipal property (if used) must be restored to its original condition to the satisfaction of the City.

The design of the patio structure should not inhibit the adequate positive drainage of storm water runoff to the street.

Patio Enclosure Fencing

Fencing of a Patio must form a fully enclosed perimeter. The fencing should appear 'open'. Fencing shall meet the requirements of the Alcohol and Gaming Commission of Ontario (AGCO) if applicable. Fencing material must be shown on the site plan. Wrought iron style is the most desirable, however given the circumstance, any barrier that safely encloses will be considered. Patio fencing must be not less than 1.07 metres in height as per AGCO regulations. The fencing cannot be anchored into the paving stones or sidewalk. The fencing must be weighted either footplates or stable mass planter boxes. Patio fencing shall be supported by metal foot plates and shall not be designed to penetrate the surface of the sidewalks (i.e. no bolts/brackets). Alternative supports must be used such as planters, weights, etc.

Open guardrails are encouraged to reduce the risk of high winds using the guardrail to move the patio structure. Self-supporting plates shall have no parts of the fence create a trip hazard and do not project beyond the limits of the permit area.

Fencing shall not extend past the permit area, or attached to trees, street elements or utilities.

Fencing shall be curved or angled at street corners for unimpeded pedestrian movement and vehicle sightlines.

Minimum Clearance requirements from Patio Enclosure Limits

- All hydrants offset 1.5 metres
- Gas assets or meters 0.6 metres
- All parking pay-display units 1.0 metres
- All bollards defining secondary walkway 1.75 metres
- All waste receptacles 3.0 metres
- Mid-block Pedestrian Crossings 5.0 metres centered
- Utility vaults 1.5 metres

Electrical power cords or any device that cross any travelled portion of the property are not permitted.

No signs or advertising within a Patio shall be permitted with the exception of a menu and no smoking sign(s). A single menu can be posted on the fencing but must be no larger than 40cm (16 inches) by 50 cm (20 inches) in size.

Permit holders shall ensure that all umbrellas are at least 0.8 metres from any curb face. All shade umbrellas may project into the pedestrian walkway to the lesser of half the umbrella's width or 1.5 metres. The lowest edge of any umbrella must be at least 2.1 metres above the sidewalk surface. No patio permit holder shall place umbrellas such that they overhang the pedestrian walkway at a height of less than 2.2 m, and such umbrellas must be closed during rain events and not cause water to drip onto the pedestrian walkway.

Patio Site Plan Required Information Minimum Information Requirements

Patio Site Plan – Required Information

To assist with the Patio Site Plan design, the applicant is requested to provide a site plan, properly labelled with the following minimum information:

- 1) The location and dimension of the building establishment, the entrances & exits and washrooms.
- 2) The location and use of the adjacent buildings, the entrances and exits.
- 3) The location and dimension of the patio, the entrances & exits.
- 4) The area of the patio (in square meters);
- 5) Location and dimension of any enclosures, umbrellas/tents, awnings, etc.;
- 6) The location, height and construction material to be used for the boundary fence, gate location and width of gate(s);
- 7) Location of fire extinguishers;
- 8) Location of table, chairs, bars, stages, etc.;
- 9) Expected occupant load;
- 10) Location of ALL municipal services and/or assets within the Patio or close proximity (e.g. location of curbs, municipal parking spaces to be utilized, parking meters, sidewalk, hydrants, storm sewer grates, manholes, trees and diameter of trees etc.), all below grade and above grade utilities including below grade chambers/vaults and hydro poles fire hydrants, along with distances between the Patio and services/fixtures;
- 11) The construction and design shall consider the following matters to be addressed on the site plan:
 - a) Location of services such as hydro, water and gas;
 - b) Railing installation, height, construction;
 - c) Impact on public sidewalk if any;
 - d) Accessibility;
 - e) Installation of any other fixtures to premises or lands;
 - f) Maintenance of City improvements, such as trees and shrubs, if applicable;
 - g) Liquor License requirements;
 - h) Road Right-of-Way requirements;

-
- 12) Proposed elements and their location and dimensions (e.g., tables, chairs, umbrellas, fencing/railings, hanging fence planters, standing planters, to be located in the permit area;
 - 13) Pedestrian sidewalk measurements: distance between outer edge of proposed permit area to nearest object or back of the curb;
 - 14) Amount of parking provided on site, including the amount of parking spaces being occupied by the proposed patio; and,
 - 15) Setbacks from the property lines to the proposed patio.

Minimum Information Requirements for Outdoor Patios

This information is included for applicant's consideration in order that information requirements and responsibility are fully understood.

Proposed patios at-grade or ones that are not structurally supported are not subject to the Building Code. However, proposed outdoor patios that are elevated and require structural support are subject to the Building and Zoning Department review and applicable fees.

Building-side Patio Design

Attached to the building (with the owner's consent). Patio Enclosure shall be weighted and not anchored into paving stones.

Curb Side Patio Design

Secondary Walkways required around Patio to be 1.75 m in width minimum.

Installation of patios on corner lots where sight lines may be impacted due to impaired vehicle and pedestrian sightlines may not be permitted.

Obstruction of underground utilities, drainage flows or fire department connections. Applications must be accompanied with a site plan that describes and depicts all underground and above grade utilities, drainage flows and municipal fixtures such as fire hydrants, parking meters, trees and grates, catch basins, manholes etc. Due to the circumstances, certain proposed patios may not be permitted due to required access to the utilities or their proximity. Applicants will be required to demonstrate that no municipal fixture or utility is being impacted and how the drainage flow is maintained. In the event that a fixture or utility appears to be impacted, written approval is required from the agency or department responsible for the fixture.

Maintenance of a 1.75 m sidewalk (municipal or by temporary construction) for pedestrian movement. The minimum width for the City sidewalk sweeper to maneuver is approximately 1.5 m. Therefore all outdoor patios must maintain a sidewalk width of a minimum 1.75 m. Pedestrian movement should be considered

first and foremost in all designs and in order to maintain maximum widths for pedestrians in the area in order to support visitor use.

Waste Pick Up

Patios should not interfere with waste pick up for the property.

Liquor License

If a Liquor License is desired by the business owner, it is administered through the Alcohol and Gaming Commission of Ontario (AGCO), and not the City of Barrie. Through the AGCO approval process, the City is circulated in the review of the application. The 15 day placard requirements by the AGCO would apply. The application and issuance of a Liquor License is a separate process from the application for a patio. However, an approved liquor license for the outdoor patio is required to be submitted at the time of application for the patio.

Temporary Sidewalk (if applicable)

A Professional Engineer must certify the design of the Extension of the Temporary Sidewalk for safety and load bearing design, if applicable. (Note: The applicant must certify that the at-grade Patio or Sidewalk by-pass walkway is constructed in accordance with the City's standard.)

Noise

No person shall permit or allow any sound contrary to the provisions of the noise control by-law for the City.

No person shall operate any amusement device or game within any outdoor patio area.

Hours of Operation

No person shall allow any person to enter or re-enter the outdoor patio area after 10:30 p.m. and shall ensure that no person is permitted to be in or remain in the outdoor patio area after 11:15 p.m.

No person shall provide or allow any entertainment in the Outdoor Patio area licensed or required to be licensed under this section after 11:00 p.m.

APPENDIX "C"

Private Function Permits –Business in the Parks Program

Pilot Program Recommended Dates:

Start Date: April 1, 2021

End Date: December 31, 2021

Program Parameters:

- The Business in the Parks Pilot Program be authorized to operate in Sunnidale Park, Meridian Square & the Kiwanis Pavilion at Southshore Park;
- That the Program permit Sunnidale Park, Meridian Square & the Kiwanis Pavilion at Southshore Park to be reserved for commercial activity with functions/programs such as private dance classes, art workshops, fitness classes, music classes, and other similar activities as confirmed by the Director of Economic and Creative Development;
- The commercial operators be permitted to charge a fee to the participants in the activity and exclude the general public from accessing the area while the Business in the Parks booking is taking place;
- The Business in the Parks Pilot Program commercial activities shall be managed through a private function permitting process;
- The hours of operation shall be between 7:00am and 9:00pm with one hour prior and following each booking for set up and take down;
- A call for applications shall be issued by Economic and Creative Department for both half and full day bookings;
- Applications received a minimum of two weeks in advance of a desired date will be given priority;
- The commercial operator shall be responsible for ensuring adherence to and enforcing all physical distancing and public health regulations, with size of groups no larger than what is recommended by the Simcoe Muskoka District Health Unit; and

Current Restrictions in Parks:

Business activity is prohibited in all parks unless by authorization (tender agreement or permit). By implementing a Private Function Permit for designated park space, business activity would be permitted under the existing by-law. In the Parks By-law the authority to issue permits is through the special events Eproval system overseen by the Recreation Department. Conditions and criteria would be applicable including: liability insurance, designated locations for the operators to set up, restrictions on some signage etc.

Rolls and Responsibilities of City of Barrie Departments:

For the purposes of this pilot program five City Departments would be involved including:

Economic & Creative Development – This department will assist in implementing the pilot program and tracking feedback for a long-term solution. Once launched, ECD will initiate a marketing strategy, with the assistance of the Small Business Centre, to make this space use known to small business owners within the community. Specific responsibilities will include:

- Promoting the program within the target business community
- Co-ordinating with the Communications Department regarding promotion materials for the pilot project
- Receiving requests/interest in applying for a permit and applications
- Vetting the applications
- Co-ordinating with the businesses and providing customer service
- Working with the Events Team to learn about the permitting system
- Preparing notification of permits to the Parks Department
- Tracking pilot program- i.e.: customer experience, value, satisfaction

Recreation & Culture Services – Currently events are booked through this department and adding on Park Space bookings would best align with their business functions. The Eproval system used for Events could be adapted to meet the needs of the Park Space Bookings and event staff would be able to facilitate the permitting process for this new permit stream. Responsibilities would include:

- Process applications once vetted by Economic and Creative Development
- Implementing an online application form
- Assisting applicants with the Eproval system
- Ensuring that all requirements have been fulfilled by the applicant
- Working with Economic and Cultural Development to vet applications and any conflict resolution that may arise.
- Preparing agreements for signature
- Providing the permit to the applicant once approved

Enforcement Services – Enforcement services will be essential in this pilot program to ensure that bookings are respected and run smoothly for the operators, and that operators follow rules and regulations of using public space.

- Ensure bookings of space are respected
- Check permits if needed

Parks & Forestry Operations – There will be implications on this department in order to facilitate this pilot program. These locations will need; garbage and recycling receptacles, clean-up services and signage installation indicating location bookings.

- Provide black-out times for Park maintenance to ensure no bookings occur
- Provide markings of designated area
- Once booking requirements received ensure Parks Staff provide applicants with requested materials
- Provide clean-up after a booking if needed and/or between bookings

Communications – Communications would be engaged for the initial call out to businesses regarding the availability of public space for business during the pilot program and the date applications must be received by.

- Work with Economic and Creative Development to help promote the pilot program and dates
- Review process management and pilot program framework

Purpose:

A Private Function Permit will be for the booking of public space for the Business in the Parks Pilot Program. It is a way to leverage park space to help businesses build capacity. This pilot program is in direct response to the Covid-19 recovery efforts and could serve as a pilot for future consideration to monetize and provide private bookings for popular park assets. This pilot program has the potential to be extended into a long-term solution that can be used on a consistent basis including if another pandemic situation was ever to arise. The program will focus on opening up designated park space for private reservations and will focus on businesses that can operate as a closed function/gathering. This permit will provide outdoor space for businesses that have been unable to open or constrained to meet physical distancing measures due to health regulations in response to the Covid-19 pandemic. Private Function Permits are new to the City of Barrie and will follow the process and procedures outlined in this framework.

Designated Public Park Reservations

Locations:

The three designated parks would be Meridian Place, Kiwanis Pavilion / Southshore Park and Sunnidale Park. These parks were chosen based on several factors including, parking availability, vicinity to business, level of foot traffic, ability to identify a designated area and compatibility with surroundings.

Booking Eligibility:

As this is a pilot program and no allocation policy currently exists for this purpose, bookings would be open to businesses that are operating in a closed group. For example, fitness classes, dance classes, painting class, artist workshops etc. Businesses must be Barrie based and can prove a Barrie location as a primary business address. Bookings would be done on a first come first serve basis. Depending on demand, bookings may be limited to twice a week per business. If there is a conflict of two businesses booking at the same time, the same location and no alternative solution is found, the business that has not had the opportunity to use the space or has used it less will be selected. The intention of this program is not to conflict with any existing licensing agreements that are presently in place along the waterfront, or special function permits that are used for public functions. The City of Barrie can deny any applications that do not meet the outlined criteria.

Booking Times:

Bookings would be based on half days, totalling 6 hours or full days, totalling 12 hours. Morning set up times would be allowed anywhere from 6:00am to 8:00am. Afternoon set up times would be from 12:00pm-2:00pm. Businesses would be required to confirm their start times with Recreation and Culture staff prior to receiving a permit, to allow time for staff to communicate details to other impacted departments.

The purpose of half day or full day bookings is to allow businesses more flexibility in operating their business. In addition, booking the space in this manner facilitates internal operations.

Criteria:

The City of Barrie is committed to providing businesses the ability to reserve space for a set time at designated municipal parks during the pilot program. Bookings will be done in a fair and equitable manner to help businesses build capacity during the economic recovery of the City of Barrie. Priority will be given

to City of Barrie businesses that fit the listed criteria below and that are operating as an identifiable closed group (i.e.: not open to the public):

- ❖ At this time no food/alcohol will be permitted during the pilot program.
 - ❖ No business operations that would be open to the general public will be permitted.
- I. Businesses that can operate in a closed group format and are not open to the public.
 - II. Registered businesses with their primary businesses address in the City of Barrie and contribute to the local economy.
 - III. Applicants would have to be consistent with City of Barrie values and strategic priorities.
 - IV. Business activity to take place on public property can be contained within the designated area in which the permit is applicable.
 - V. Contribute and foster increased vibrancy to our community, especially in the heart of the city and the downtown and waterfront.
 - VI. Are respectful of City resources and remain in good standing with the City of Barrie.
 - VII. Are keeping with the general intent of the City's by-laws, policies and pilot program.
 - VIII. Are sustainable, ethical and accountable.
 - IX. Operate in a safe manner, meet all City of Barrie requirements, and are suitable for the venue and infrastructure available.
 - X. Can present Covid-19 protocol with their applications including; physical distancing protocol, sanitization, masks, contact tracing, etc.

Process management:

The following defines the priority scale by which the City of Barrie shall review applications and consider permits for bookings of designated park space.

1. Business type fits the criteria for the pilot program.
2. Business can demonstrate that their business operates out of the City of Barrie.
3. The date in which the application was received – first come first serve basis (However businesses that have experienced economic hardship during COVID-19 may receive priority)
4. Requested dates and times don not interfere with other scheduled public events or park maintenance.
5. Space use compatibility- review of the space and requirements requested. City of Barrie will ensure the effective and efficient use and maximization of the designated spaces both in terms of time and space.
6. Business is able to demonstrate that it is not a public event but a closed function.
7. Covid-19 protocols are in place and Health Unit recommendations are being followed.
8. Should a scheduling conflict occur, applicants may need to use their alternative dates provided on their application.
9. As this is a pilot program the range of activity in permit requests may vary significantly. Therefore, all applications shall be considered on a case-by-case basis where the schedule permits and the particular function meets the City's criteria and conditions as defined.
10. All applications for the duration of the pilot program will be reviewed by events staff and Invest Barrie staff.
11. Private functions operating in the designated pilot program areas without the appropriate permits shall be required to cease operations immediately.

Permitting process:

Intake/Application Process:

1. As this is a pilot program for a set period of time an initial call out for applications will occur. All applications must be submitted at a minimum of two weeks (10 business days) in advance of the date requested including Covid-19 Health Protocol Plan.
2. The Applicant is responsible for ensuring the Application is accurate, complete, and submitted with enough time to allow for the appropriate approvals.
3. Applications submitted after the minimum deadline shall be considered for remaining available dates.
4. Submitting an Application for a Private Function Permit does not constitute approval or mean that a Private Function Permit shall be issued.
5. Applicants will get in touch initially with the Economic and Creative Development Department by email or phone.
6. Proposals will be sent to the Economic and Creative Development Department to be vetted.
7. Once the applicant is advised they have been tentatively approved they can move onto the next step in Eproval to submit all required documentation.
8. The next step will be to enter their request into the Eproval system, providing a proposal that includes the date, time, business idea and business address.
9. Applicants will provide their top 4 selections for booking dates and/or provide a recurring functions date/time.
10. All evaluations will be completed by the Economic and Creative Development Department and together with the Events team the decision for application approvals can be determined. Although all applications will be first looked at on a first come first serve basis, priority will be for businesses directly affected by Covid-19 closures and can demonstrate economic hardship.
11. The Eproval system will take the applicant through several questionnaires to determine the documentation that is needed for the application to be completed.
12. Once all documentation is received the permit can be processed.
13. The Private Function Permit shall include the function name, the name of the Function Organizer or organization, the date of issue, the effective date and location, and the conditions of the permit.
14. The Events Office shall notify the Function Organizer when the Private Function Permit is issued. The Permit then must be kept available by the function organizer to display if required.

General Conditions for Approval:

- All Private Functions on Municipal Property shall adhere to applicable by-laws, laws, regulations, policies, and legislation as amended from time to time or acquire the necessary permissions or exemptions in writing.
- The applicant is responsible for fulfilling requirements of the City by the deadlines provided including any and all permits, inspections, approvals, and documentation.
- Private Functions on Municipal Property shall operate in a manner that is suitable to the venue, infrastructure, and services available.
- Private Functions on Municipal Property shall not endorse views and ideas that are likely to promote discrimination, contempt or hatred for any person on the basis of race, national or ethnic origin, citizenship, religion, age, sex, marital status, family status, sexual orientation, disability, political affiliation, economic status, or level of literacy.
- The applicant shall provide accurate and complete information to the City and shall communicate all changes immediately.
- All required insurance and waivers will be provided to the City of Barrie prior to the permit being issued.

General Operating Conditions:

-
- The applicant shall be present on-site during set-up, operation, and tear-down, and shall be easily contacted.
 - The applicant is responsible to ensure a proper Covid-19 Health Protocol Plan is in place and maintained. The applicant is responsible for all contact tracing for their business.
 - The applicant is responsible for the conduct of their attendees.
 - The applicant is responsible for ensuring the safe operation of their business activity on public property.
 - Amplified sound shall not exceed 85 dbs at 100 feet (30 meters) from the source during operation and shall cease at 10:00pm.
 - Private Function permits shall cease operation by 9:00pm. Clean-up needs to be completed by 10:00pm.
 - The applicant shall ensure that signage and promotion is erected within the designated area and is removed at the end of use.
 - Private Functions may be inspected by City staff during set-up, operation, and tear-down to ensure compliance with conditions if needed.
 - A Private Functions shall not cause any damage to Municipal Property or infrastructure during set-up, operation, or tear-down.
 - Vehicles are prohibited from operating within City parks without prior approval. Permission may be revoked at any time due to weather, turf conditions or at the City's discretion.
 - Staking, digging, painting, or attaching/affixing to Municipal Property, including but not limited to buildings, trees, signs, light standards, asphalt, and ground, is prohibited. Staking for the purpose of securing tents may be permitted with prior approval.
 - The Function Organizer shall maintain a clean and hazard free site and/or route, including the general maintenance of garbage and recycling.
 - Simcoe Muskoka Health Unit - Applicants must follow all recommendations from the Simcoe Muskoka Health Unit to ensure the safety of their function participants during the Covid-19 pandemic.

Refusal or Cancellation:

- A Private Function Permit may be refused or cancelled if the function does not meet the criteria outlined in the pilot program framework.
- A Private Function Permit may be cancelled if the applicant does not meet all of City of Barrie requirements.
- A Private function Permit may be cancelled if the applicant does not have an approved Health Protocol Plan in place.
- The Function Organizer is not in good standing with the City of Barrie or any of its stakeholders.
- The applicant cannot verify they are a Barrie based business.
- The City is not able to facilitate the function operationally due to logistics or resources required.
- The City reserves the right to refuse a Private Function Permit or cancel a function up to and including the day of the function or at any time during the function.

Fees and Deposits:

Every Private Function on Municipal Property is required to pay an application fee. For the purposes of the in Parks Pilot Program we have looked at other municipalities and their permitting costs along with considerations for the purpose of this program which is to help facilitate business activity and offer more options for business to build capacity in a safe and healthy manner along with other permit costs within the City of Barrie. Based on this we have determined a fair permit rate that would not be unaffordable would be for \$75.00 for half day rentals and \$100.00 for full day rentals.

Applications/Agreements/Permits/Insurance:

- The application for a Private Function Permit can be modified from existing permits on the Eproval system.
- Legal agreements can be modified from existing agreements in place.
- Insurance requirements would remain the same as currently put in place for existing permits.
- An additional waiver would be produced that puts the applicant as fully responsible for anything related to Covid-19.
- The permit would be generated by the Eproval system.

Turnaround Time for a Permit:

Turnaround times would be approximately 7-15 business days, depending on the complexity of requirements as determined by the type of business activity being conducted.

All timelines for issuing permits will depend on the accuracy of all necessary paperwork necessary from the applicant and staff resources to support the service delivery.

Notification to internal staff:

- The Eproval system will issue internal notifications to all affected departments regarding issued permits and for which designated space.
- The Economic and Creative Development Department will have to plan a schedule of service requests for the permitted bookings. This schedule of services would include: name of business, date of booking, location, service needed i.e.: sprinklers off, garbage bins, recycling bins, access to electrical etc.

Restrictions:

For the duration of the pilot program, bookings would be restricted to business operating in the Barrie area that fall under the criteria of a closed function/gathering. No businesses wishing to serve food, alcohol or cannabis related products will be permitted, due to the additional regulations they would encounter.

Health and Safety Requirements:

In addition to any health and safety requirements requested in the permitting procedures, all users of public space during this pilot program are responsible for following the recommendations set out by the Simcoe Muskoka Health Unit for proper Covid-19 safety protocols.

Permits:

Permits will be issued to the successful applicant and must be on site during the use of the public park space.

Park:

Applicants will be made aware that park maintenance will follow its regular schedule. Times in which scheduled maintenance is to take place will be omitted from the booking availability.