

**CAO APPROVAL NOTICE**

The Chief Administrative Officer approved the following recommendation:

**CAO5043**

**APPROVED – May 16, 2019**

THAT the request from Rotary Club of Windsor (1918), Ontario, Canada to stage Art In The Park 2019 at Willistead Park, Willistead Manor and Willistead Coach House on Friday, May 31, 2019 to Sunday, June 2, 2019 **BE APPROVED**;

AND FURTHER THAT the following traffic changes to address parking and traffic flow **BE APPROVED**: Chilver Road, from Richmond Street to Niagara Street becomes a one-way street northbound during the event. Parking is restricted to the west side of the street only. Devonshire Road, from Niagara Street to Richmond Street becomes a one-way street southbound, with parking restricted to the west side of the street only. Niagara Street, from Chilver Road to Argyle Street is restricted to handicapped parking, on the north side only; that parking on Willistead Circle be restricted to the outside perimeter of the street only. Road closure runs from 6:00 p.m. on Thursday, May 30, 2019 to 12:01 a.m. on Monday, June 3, 2019 as per Temporary Road Closure Schedule, subject to the attached standard Special Events Agreement and in accordance with the following:

<b>Move In</b>	<b>Event</b>	<b>Move Out</b>
Wednesday, May 29, 2019 at 8:00 a.m.	Friday, May 31, 2019 between 4:00 p.m. – 7:00 p.m. Saturday, June 1, 2019 between 10:00 a.m. – 6:00 p.m. Sunday, June 2, 2019 between 10:00 a.m. – 5:00 p.m.	Tuesday, June 5, 2019 by 6:00 p.m.

AND THAT the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign the Special Events Agreement, to be satisfactory in form to the City Solicitor and content to the Executive Director of Recreation & Culture.

AND THAT the Chief Administrative Officer and City Clerk **SIGN** a letter of non-objection to the Alcohol and Gaming Commission of Ontario (AGCO) regarding the event organizer’s and/or participants’ AGCO application(s) for service of liquor sales for the above.

SR/13401

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APPENDICES

Legal Name Confirmation

Special Events Agreement

Festivals and Special Events Insurance Matrix

Temporary Roadway Changes and Noise By-Law Notification Letter

CAO Approval #3054

By-law 250-2004, Section 7

CR145/2019

Letter of Non-Objection

Internal Distribution

Coordinator, Community Special Events

Manager, Community Development

Executive Director, Recreation & Culture

Corporate Leader Parks, Recreation & Culture and Facilities

Executive Director of Operations

Chief Administrative Officer

External Distribution

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