

CAO APPROVAL NOTICE

The Chief Administrative Officer approved the following recommendation:

CAO5098

APPROVED – May 16, 2019

THAT the request from **Downtown Windsor Community Collaborative** to temporarily close Pelissier Street between Park Street West and Wyandotte Street West to host the regular Downtown Windsor Farmers Market every Saturday between May 25, 2019 and October 26, 2019 between the hours of 7:00 a.m. – 2:00 p.m. **BE APPROVED**, subject to the attached standard Special Events Agreement, in accordance with the following:

Move In	Event	Move Out
7:00 a.m. between May 25, 2019 and October 26, 2019	Every Saturday between May 25, 2019 and October 26, 2019 between the hours of 8:00 a.m. – 1:00 p.m.	By 2:00 p.m. between May 25, 2019 and October 26, 2019

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

APPENDICES

- Legal Name Confirmation
- Special Events Agreement
- Festivals and Special Events Insurance Matrix
- Noise By-Law and Road Closure Notification Letter

Internal Distribution

- Coordinator, City Events Initiatives
- Manager, Community Development
- Executive Director, Recreation & Culture
- Corporate Leader Parks, Recreation & Culture and Facilities
- Executive Director of Operations
- Chief Administrative Officer

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The Chief Administrative Officer approved the following recommendation:

External Distribution
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