



Date: July 30, 2003

**TO: Board Members - Parks and Recreation**  
**FROM: General Manager - Parks and Recreation**  
**SUBJECT: INTERNATIONAL BAR ASSOCIATION CONFERENCE  
RECEPTION**

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## RECOMMENDATION

THAT the Board approve the Stark Production Group use of the western parking lot and adjacent grassed area on Spanish Banks West as the location for a conference reception for the International Bar Association on Wednesday September 16, 1998 from 7:30 pm - 11:30 pm, with all arrangements to the satisfaction of the General Manager, and

THAT the organizers be given approval to apply for a Special Occasion License to serve liquor inside the Reception tent in conjunction with this event.

## POLICY

**Special Events of an unusual nature and the service of alcohol on City Parks require Board approval. (Appendix A).**

## BACKGROUND

The Stark Production Group has been contracted to coordinate the arrangements for the International Bar Association Conference Reception on Wednesday September 16, 1998. There will be 2500 delegates attending the conference from September 13th-18th, and approximately 1000 at the reception. They are proposing a reception at the Spanish Banks West extension grassed area which will include a western theme barbecue buffet dinner/dance and the service of alcohol. Entertainment will include a logging show and a country band. They have requested this area in order to feature the ocean, the mountains and the downtown view.

The organizers will require a presence on the site for three days to allow for set up and take down (Tuesday September 15<sup>th</sup> to Thursday September 17<sup>th</sup>). They will use the most western parking lot and adjoining grass area for the event. The site set up will include reception tents with seating for 1000, staging, a dance floor, propane barbecues, large food buffets as well as an area for the logging show. The entire area will be fenced off (Appendix B). The organizers will bring in portable washrooms, portable generators, provide on site security and in general, create a sophisticated and elaborate decor.

Transportation will involve numerous motor coaches doing round trip shuttles for the delegates during the evening. The west extension parking lot will be used exclusively by the event as a shuttle area and to park any necessary vehicles.

The Board has approved a few large private events of this nature in the past which include the International Firefighters Banquet near the Totem Poles in 1992, the World Federation of Neurology Congress reception held at Spanish Banks West in 1993, and the International Microbiology Congress Reception held on the grassed area in front of the Maritime Museum in 1994.

The organizers will pay the approved special event rate of \$800.00 and cover any Board expenses or repairs. They are proposing to make a donation of \$1000 to the Board.

## **DISCUSSION**

The Spanish Banks western extension area will be used exclusively for this event on three weekdays in September. This is a one time event and located in an area that does not impact on a local neighbourhood.

This request provides an opportunity to host visitors to the City and to assist in promoting the City for future tourism purposes. Recreation, parks, sports, arts and culture are the attractions that draw tourism, the third largest and one of the fastest growing industries in the world.

The Board's liquor policy specifies that requests for occasional liquor licenses for outdoor events associated with conventions may be approved by staff to be held only at Prospect Point in Stanley Park. Therefore this outdoor event request for the Spanish Banks West Extension site requires Board approval.

The service of alcohol inside a tent for an international event meets the requirements of the Board's policy on liquor but requires Board approval to alter the hours from 8:00 pm until 11:30 pm. All site arrangements and liquor service will be monitored to meet Board Policy.

## **SUMMARY**

The use of the Spanish Banks West Extension area as the venue for this event creates an excellent opportunity to showcase the spectacular nature of Vancouver to approximately 1000 visitors from all over the world. It is events and venues like this that make Vancouver memorable and encourage return visits by individuals and by other such organizations.

Prepared by:  
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