



Date: July 30, 2003

TO: Board Members - Parks and Recreation
FROM: General Manager - Parks and Recreation
SUBJECT: C.A.F.P. CONFERENCE OPENING CEREMONIES & RECEPTION

RECOMMENDATION

- A. THAT the Board give approval to MacGillivray & Associates to use Spanish Banks West most western parking lot and adjacent grassed area as the location for the Conference Opening Ceremonies & Reception of the Canadian Association of Financial Planners (CAFP) and Fidelity Investment Canada Limited on May 26, 1999 from 6:00 to 10:30 p.m.
- B. THAT the Board give approval for the organizers to apply for a Special Occasion Licence to serve liquor inside the reception tents in conjunction with this event.

POLICY

Park Board Permit Condition Guidelines state that large, private events will come before the Board for consideration. (Appendix A)

Policy on occasional liquor licenses for outdoor events associated with conventions may be approved by staff to be held only at Prospect Point and shall conclude by 8:00 pm. (Appendix B)

BACKGROUND

This request before the Board for approval as it falls outside the regular category of special events. Large, private events such as convention receptions have been permitted by the Board in the past. Examples are the Horsemen's Benevolent Picnic, Longshoreman's Picnic and the International Firefighters Banquet, all held in various city parks. In 1993 this organizer was contracted by the World Federation of Neurology Congress to hold a Reception and received Board approval for the event which was held at Spanish Banks West. There were approximately 1000 people in attendance and alcohol was served in the reception tent. In 1994 Venue West Conference Services received approval from the Board to hold an Opening Reception for the 19th International Microbiology Congress at the Maritime Museum site. Beer, wine and hors d'oeuvres were served while conference participants enjoyed the Symphony of Fire.

DISCUSSION

This event for 1500 guests, is planned for Wednesday, May 26 from 6:30 to 10:30 pm to be held on the grassy portion of Spanish Banks West. This is the previous site of a similar event that resulted in minimal impact to the site and the community. The site would be required for three days to allow for set up and dismantling. Site location and set up/dismantle timing would be done in co-ordination with the Outdoor Volleyball league. Set up will include two large reception tents, stage, green room and catering tents as well as canopy covers for portable toilets. The entire area will be fenced off. There will be entertainment with minimal amplification. Parking issues will be minimized by using motor coach transportation for all delegates to and from the event.

As discussed, there is precedent for the use of this area for this type of activity. It provides an opportunity to promote the city and the its park lands to visitors from across Canada. Spanish Banks West is away from residential areas and, therefore, the activities will not have an impact on a neighbourhood. The only impact will be on casual park users who may use the site during the week and in the evening.

Organizers will pay a special event fee (\$370.00) as well as an alcohol fee (\$355.00), staff recovery fee and an event performance bond (\$1000.00).

CONCLUSION

The use of the Spanish Banks area as the venue for this event creates an excellent opportunity to showcase the spectacular nature of Vancouver. Events like this make Vancouver memorable and encourage return visits by individuals and other such organizations. There is precedent for approving this type of event. There will be relatively little impact on the public. The service of alcohol will be inside a tent. The organizers are highly motivated to provide a positive experience for both delegates and the Vancouver Park Board and park users.

Prepared by:

Stanley District
Board of Parks & Recreation
City of Vancouver
WA/wa
Attachment