

THE CORPORATION OF THE CITY OF ST. THOMAS
A G E N D A
THE EIGHTH MEETING OF THE SPECIAL EVENTS COMMITTEE

BY EMAIL

JUNE 15 and 16, 2017

PETITIONS AND COMMUNICATIONS

Habitat for Humanity - July 10, 2017

Destination Church - July to October, 2017

UNFINISHED BUSINESS

NEW BUSINESS

ADJOURNMENT

SECTION 1: EVENT AND ORGANIZER INFORMATION

Event Name: Habitat for Humanity BBQ
Date(s): July 10, 2017
Start Time: 2:30 pm End Time: 4:00 pm
Location(s): Horton Farmer's Market
Organizing Group: Habitat Volunteer Steering Committee
Contact Name #1: Janice White #2: Kerry Blackwell
Street Address: 5-280 Edward St
Town/City: St. Thomas Province: ON Postal Code: K1S 4C2
Phone Number #1: 519-631-8655 #2: 519-455-6623
Email Address: carlandjanice19@yahoo.ca; kblackwell@habitat4home.ca
Expected Attendance: 75 Number of Event Personnel/Volunteers: 10
Location and number of washrooms in place: N/A

Location and Number of Parking Spaces: City lot at Farmer's Market

Number of Accessible Washrooms: N/A Number of Accessible Parking Spots: _____

Please describe your specific event. Attach additional sheets as necessary. _____

Fundraising BBQ to follow the
Habitat for Humanity ground-
breaking Ceremony at 40 Alma St.

SECTION 2: FOOD AND BEVERAGE

Will food of any kind be available at this event?

Yes ☒

No ☐

If Yes, you must notify Elgin St. Thomas Public Health at www.elginhealth.on.ca

SECTION 3: TENTS

Will there be an indoor or tent covered area used for public assembly as part of the event?

Yes ☐ No ☒

If Yes, please specify the number and size of tents. _____

If the tents are larger than 60m² cumulatively, a building permit is required through Planning & Building Services. Please attach a copy of the Permit and provide the Permit Number: _____

Please note that Indoor or Tent covered areas for public assembly must comply with Smoke Free Ontario Act requirements enforced by Elgin St Thomas Public Health. Please contact the Tobacco Enforcement Officer for information on how to meet these requirements.

SECTION 4: SERVING OF ALCOHOL

Will alcohol be consumed at the event?

Yes ☐ No ☒

If Yes, you must review and meet the requirements of the City's Alcohol Policy available through the Parks, Rec and Property Management Department for Special Events taking place on municipal property.

You must also comply with the Alcohol and Gaming Commission of Ontario (AGCO). Event organizers are responsible to notify and provide any pertinent information required under the AGCO guidelines for obtaining a Special Occasion Permit. You must adhere to the Liquor Licence Act and its Regulations and ensure access is given to the Police and AGCO Inspectors for the purposes of inspections. Please submit a copy of the liquor permit with this application. If utilizing the services of a caterer with all the required endorsements to provide off – premises beverage services, organizers shall supply a letter from the licensee confirming date/time/location/services as well as a copy of the establishments' endorsement.

The area where alcohol is being served has to have a 36" (0.9m) high barrier/partition. Please note that there is a no staking policy in all of the City's Parks, Recreation and Property Management facilities.

SECTION 5: MUNICIPALLY SIGNIFICANT EVENT

If you wish to apply for a "Special Occasion Permit," through the Alcohol and Gaming Commission of Ontario (AGCO), you must obtain a letter of approval from City Council, declaring your event "municipally significant", by submitting the request to the City Clerk's Department. Please note that such approval may take several weeks.

Will you be requesting that City Council declare your event a "Municipally Significant Event"?

Yes ☐ No ☒

SECTION 6: MUSIC / NOISE

Will there be a concert or musical entertainment as part of the event? Yes ☐ No ☒

If Yes, please note that the use of sound reproduction devices is authorized between the hours of 8:00 a.m. and 11:00 p.m. so long as the Police are satisfied that said devices are being "used in a reasonable manner" and not intolerably high. It is the responsibility of the organizers to obtain any applicable musical licensing through SOCAN for events not taking place in a City facility.

Please note that if utilizing a temporary stage structure, regulations are found under the Occupational Health and Safety Act and enforced by the Ministry of Labour. A resource document for event organizers can be found on the Special Event Permits page on the City of St. Thomas website.

SECTION 7: ANIMALS

Will there be a Petting Zoo or Animals at the event?

Yes ☐ No ☒

If Yes, the Elgin-St. Thomas Public Health must be notified of the event details two weeks prior. If the animals are not permitted in the Animal Control By-Law 71-2011, an Application for Temporary Exemption to the By-Law must be approved by City Council. Please attach a copy of the application to this permit application. Please note that such approval may take several weeks.

SECTION 8: ROAD CLOSURES / TRAFFIC FLOW CHANGES

Are you anticipating any road closures or traffic flow changes?

Yes ☐ No ☒

If Yes, please describe the road closure requirement and attach a map or sketch showing the closure. A Right of Way Occupancy Permit and City Council approval is required for all road closures. Please note that approval may take several weeks.

Please attach a copy of the Right of Way Occupancy Permit and provide the permit #:

If the event is a Parade / Run / Walk / Pass through Sporting Event, please refer to the city roads map located under the Special Events page on the City website. Describe the event and attach a map or sketch.

Do you require traffic control?

Yes ☐ No ☒

If Yes, please contact the St. Thomas Police Services at (519) 631-1224 ext. 141.

PLEASE NOTE: Marshalls, volunteers and special event staff are not allowed to direct traffic. Only the police can direct traffic pursuant to the Highway Traffic Act.

Have you contacted the Public Works Department for:

Barricades	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
No Parking Signs	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Detour Signing	Yes <input type="checkbox"/>	No <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>

SECTION 9: MUNICIPAL FACILITIES

For events taking place in Pinafore Park, organizers will need to arrange an onsite meeting with Parks, Rec and Property Management staff once the Special Events Permit Application has been approved.

Have you contacted Parks and Recreation staff about your event? Yes ☐ No ☐ N/A ☒

Have you rented a pavilion/facility and signed a permit? Yes ☐ No ☐ N/A ☒

If yes, please provide the location of the rental and attach a copy of the permit.

Do you require picnic tables or garbage cans? Please note availability is at the discretion of the Parks, Rec and Property Management Dept and that delivery/pick up is the responsibility of the event organizer.

Yes ☐ No ☐ N/A ☒

If Yes, how many are you requesting? # of Picnic Tables: _____ # of Garbage Cans: _____

Have you made arrangements with Environmental Services staff for recycling containers and collection?

Yes ☐ No ☐ N/A ☒

Will you require municipal support for:

Water
Hydro

Yes ☐

No ☐

N/A ☒

Yes ☐

No ☐

N/A ☒

Please note that all equipment and extension cords must be in good condition and approved by an accredited certification body under the Ontario Electrical Safety Code or have been inspected by the Electrical Safety Authority. If required, please attach the Electrical Safety Authority documentation and provide the Permit Number: _____

If required, have you obtained a Hydrant Connection Permit? Yes ☐ No ☐ N/A ☒

If Yes, please attach a copy of the Permit and provide the Permit Number: _____

SECTION 10: ACCESSIBILITY

As an event organizer, it is your responsibility to ensure that your organization is in compliance with the Accessibility for Ontarians with Disabilities Act (AODA). Organizations with at least one employee have requirements to meet for accessibility. Please note that directional signage needs to be prominently displayed throughout the event venue to indicate the barrier-free path of travel and location of accessible washrooms and parking. Although not required, the Special Events Committee recommends submitting a site plan to the Municipal Accessibility Advisory Committee for larger events for their review.

SECTION 11: OTHER SERVICES/RESOURCES

Security: Has a privately licenced security firm been contacted/retained? Yes ☐ No ☒

If Yes, what company and how many security officers will be present? _____

First Aid: For events with an anticipated attendance of more than 200 people, First Aid services are required to be retained. Have you confirmed First Aid services? Yes ☐ No ☐ N/A ☒

If Yes, please attach documentation providing proof that First Aid services have been retained.

Ambulance: Has Emergency Medical Services (Ambulance Service) been contacted regarding your event and planned emergency access to the site? Yes ☐ No ☒

Fireworks: Will there be fireworks as part of your event? Yes ☐ No ☒

If Yes, a permit for exhibition fireworks is required through the Fire Department.

SECTION 12: SIGNATURE

That the information contained in this application and any documentation, including reports, and drawings, provided in support of the application, by myself, my agents, consultants and solicitors, constitutes public information and will become part of the public record. As such, and in accordance with the provisions of the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c.M.56, I hereby consent to the City of St. Thomas making this application and its supporting

documentation available to the general public, including copying and disclosing the application and its supporting documentation to any third parties upon their request.

K. Blackwell
(Signature of Individual Completing this Application)

06/13/17
(Date completed)

Office Use Only: Application Received: _____ Committee Approval: _____

SECTION 13: INSURANCE

A Certificate of Insurance is required providing proof of \$5,000,000 in insurance coverage, including the naming of the City of St. Thomas as an Additional Insured under the corresponding policies. A copy of the required insurance MUST be submitted a minimum of two weeks prior to the start of the event. The Special Events Committee reserves the right to impose additional requirements and increased insurance coverage for large community events.

The provision of the completed and signed Statement of Indemnification below is also required.

Please note that an approved event may be cancelled should insurance coverage not be provided and may be altered or cancelled as a result of an emergency situation.

STATEMENT OF INDEMNIFICATION

Habitat BBQ organized by St. Thomas Volunteer Steering Committee
(Event Name) (Organizing Group)

shall indemnify and save harmless The Corporation of the City of St. Thomas and all persons for whom it is at law responsible from any and all liabilities, damages, costs, claims, suits or actions arising out of:

any damage to property including loss of use thereof, and any injury to any person or persons, including death resulting at any time there from, occasioned by any act or omissions of

Habitat BBQ organized by St. Thomas Volunteer Steering Committee
(Event Name) (Organizing Group)

its officers, agents, servants, employees, contractors, customers, invitees or licensees, or occurring in or on the premises or any part thereof arising from or occasioned by any cause whatsoever, except where such damage or injury is due to the act, default or negligence of The Corporation of the City of St. Thomas, its officers, agents, servants, employees, contractors, customers, invitees or licensees.

Witness: Blake Weber

Name (Print): Blake Weber

Signed: K. Blackwell
Name (Print): Kerry Blackwell

Address: 5-40 Pacific Ct.

Telephone: 519-455-6623

Date: 06/13/17

Event Name: Habitat BBQ

Organizing Group: St. Thomas Build Committee

Event Dates: July 10, 2017

CSIO

CERTIFICATE OF LIABILITY INSURANCE

This certificate is issued as a matter of information only and confers no rights upon the certificate holder and imposes no liability on the insurer.
This certificate does not amend, extend or alter the coverage afforded by the policies below.

1. CERTIFICATE HOLDER - NAME AND MAILING ADDRESS				2. INSURED'S FULL NAME AND MAILING ADDRESS			
City of St Thomas				Habitat for Humanity Heartland Ontario			
P O Box 520				Unit 2			
545 Talbot Street				40 Pacific Court			
Stratford		ON	POSTAL CODE N5P 3V7	London		Ontario	POSTAL CODE N5V 3K4

3. DESCRIPTION OF OPERATIONS/LOCATIONS/AUTOMOBILES/SPECIAL ITEMS TO WHICH THIS CERTIFICATE APPLIES (but only with respect to the operations of the Named Insured)
Additional insured is only added with respect to commercial general liability LR02 wording

4. COVERAGES

This is to certify that the policies of insurance listed below have been issued to the insured named above for the policy period indicated notwithstanding any requirements, terms or conditions of any contract or other document with respect to which this certificate may be issued or may pertain. The insurance afforded by the policies described herein is subject to all terms, exclusions and conditions of such policies.

LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

TYPE OF INSURANCE	INSURANCE COMPANY AND POLICY NUMBER	EFFECTIVE DATE YYYY/MM/DD	EXPIRY DATE YYYY/MM/DD	LIMITS OF LIABILITY (Canadian dollars unless indicated otherwise)		
				COVERAGE	DED.	AMOUNT OF INSURANCE
COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCURRENCE <input checked="" type="checkbox"/> PRODUCTS AND/OR COMPLETED OPERATIONS <input type="checkbox"/> EMPLOYER'S LIABILITY <input checked="" type="checkbox"/> CROSS LIABILITY <input checked="" type="checkbox"/> TENANTS LEGAL LIABILITY <input type="checkbox"/> POLLUTION LIABILITY EXTENSION	Intact Insurance Company - 5Y4946655	2017/03/31	2018/03/31	COMMERCIAL GENERAL LIABILITY	\$1,000	
				BODILY INJURY AND PROPERTY DAMAGE LIABILITY		\$5,000,000
				- GENERAL AGGREGATE		\$5,000,000
				- EACH OCCURRENCE		\$5,000,000
				PRODUCTS AND COMPLETED OPERATIONS AGGREGATE		\$5,000,000
				<input type="checkbox"/> PERSONAL INJURY LIABILITY OR <input checked="" type="checkbox"/> PERSONAL AND ADVERTISING INJURY LIABILITY		\$5,000,000
				MEDICAL PAYMENTS		\$25,000
				TENANTS LEGAL LIABILITY	\$500	\$1,000,000
<input checked="" type="checkbox"/> NON-OWNED AUTOMOBILES <input checked="" type="checkbox"/> HIREN AUTOMOBILES	Intact Insurance Company - 5Y4946655	2017/03/31	2018/03/31	NON-OWNED AUTOMOBILE		\$5,000,000
AUTOMOBILE LIABILITY <input type="checkbox"/> DESCRIBED AUTOMOBILES <input type="checkbox"/> ALL OWNED AUTOMOBILES <input type="checkbox"/> LEASED AUTOMOBILES ** <small>** ALL AUTOMOBILES LEASED IN EXCESS OF 30 DAYS WHERE THE INSURED IS REQUIRED TO PROVIDE INSURANCE</small>				BODILY INJURY AND PROPERTY DAMAGE COMBINED		
				BODILY INJURY (PER PERSON)		
				BODILY INJURY (PER ACCIDENT)		
				PROPERTY DAMAGE		
				EACH OCCURRENCE		
EXCESS LIABILITY <input type="checkbox"/> UMBRELLA FORM <input type="checkbox"/>				AGGREGATE		
OTHER LIABILITY (SPECIFY) <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>						

5. CANCELLATION

Should any of the above described policies be cancelled before the expiration date thereof, the issuing company will endeavour to mail 30 days written notice to the certificate holder, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

6. BROKERAGE/AGENCY FULL NAME AND MAILING ADDRESS				7. ADDITIONAL INSURED NAME AND MAILING ADDRESS (but only with respect to the operations of the Named Insured)			
On Insurance & Investment - Stratford				City of St Thomas			
50 Cobourg Street				P O Box 520			
				545 Talbot Street			
Stratford		ON	POSTAL CODE N5A 3E5				
BROKER CLIENT ID: HABIFOR-09				Stratford		ON	POSTAL CODE N5P 3V7

8. CERTIFICATE AUTHORIZATION

ISSUER On Insurance & Investment - Stratford				CONTACT NUMBER(S)			
AUTHORIZED REPRESENTATIVE Janice Castell CAIB				TYPE Main NO (519) 271-4340		TYPE Fax NO (519) 271-7626	
				TYPE Cell NO		TYPE NO	
SIGNATURE OF AUTHORIZED REPRESENTATIVE <i>Janice Castell</i>				DATE June 13, 2017		EMAIL ADDRESS jcastell@oninsurance.net	

SECTION 1: EVENT AND ORGANIZER INFORMATION

Event Name: Destination Church ball hockey club
Date(s): 1 monthly
Start Time: ~~anytime~~ July End Time: October
Location(s): moore st. municipal parking lot, behind Destination Church
Organizing Group: Destination church
Contact Name #1: James marks #2: Beth Pellingier
Street Address: 7 Erie st. 668 talbot st.
Town/City: St Thomas Province: Ontario Postal Code: N5R 2M4
Phone Number #1: 226-234-3504 #2: 519-267-2676
Email Address: jamesjimjimmy71@gmail.com
Expected Attendance: 8-10 Number of Event Personnel/Volunteers: unknown at this time
Location and number of washrooms in place: none will use church washrooms

Location and Number of Parking Spaces: moore st. municipal parking Lot ; over 10 spaces

Number of Accessible Washrooms: none Number of Accessible Parking Spots: 10 + 12

Please describe your specific event. Attach additional sheets as necessary.

Once a month, possibly ending in October
A group of people from destination church will play
ball hockey or outdoor hockey on the moore street parking
lot. Hockey sticks, bala, nets, equipment for protection and
certain safety procussion. All amenities will be serviced in the
church Building.

SECTION 2: FOOD AND BEVERAGE

Will food of any kind be available at this event?

Yes ☐

No ☒

If Yes, you must notify Elgin St. Thomas Public Health at www.elginhealth.on.ca

SECTION 3: TENTS

Will there be an indoor or tent covered area used for public assembly as part of the event?

Yes ☐

No ☒

If Yes, please specify the number and size of tents. _____

If the tents are larger than 60m² cumulatively, a building permit is required through Planning & Building Services. Please attach a copy of the Permit and provide the Permit Number: _____

Please note that Indoor or Tent covered areas for public assembly must comply with Smoke Free Ontario Act requirements enforced by Elgin St Thomas Public Health. Please contact the Tobacco Enforcement Officer for information on how to meet these requirements.

SECTION 4: SERVING OF ALCOHOL

Will alcohol be consumed at the event?

Yes ☐

No ☒

If Yes, you must review and meet the requirements of the City's Alcohol Policy available through the Parks, Rec and Property Management Department for Special Events taking place on municipal property.

You must also comply with the Alcohol and Gaming Commission of Ontario (AGCO). Event organizers are responsible to notify and provide any pertinent information required under the AGCO guidelines for obtaining a Special Occasion Permit. You must adhere to the Liquor Licence Act and its Regulations and ensure access is given to the Police and AGCO Inspectors for the purposes of inspections. Please submit a copy of the liquor permit with this application. If utilizing the services of a caterer with all the required endorsements to provide off – premises beverage services, organizers shall supply a letter from the licensee confirming date/time/location/services as well as a copy of the establishments' endorsement.

The area where alcohol is being served has to have a 36" (0.9m) high barrier/partition. Please note that there is a **no staking policy** in all of the City's Parks, Recreation and Property Management facilities.

SECTION 5: MUNICIPALLY SIGNIFICANT EVENT

If you wish to apply for a "Special Occasion Permit," through the Alcohol and Gaming Commission of Ontario (AGCO), you must obtain a letter of approval from City Council, declaring your event "municipally significant", by submitting the request to the City Clerk's Department. Please note that such approval may take several weeks.

Will you be requesting that City Council declare your event a "Municipally Significant Event"?

Yes ☐

No ☒

SECTION 6: MUSIC / NOISE

Will there be a concert or musical entertainment as part of the event?

Yes ☐

No ☒

If Yes, please note that the use of sound reproduction devices is authorized between the hours of 8:00 a.m. and 11:00 p.m. so long as the Police are satisfied that said devices are being "used in a reasonable manner" and not intolerably high. It is the responsibility of the organizers to obtain any applicable musical licensing through SOCAN for events not taking place in a City facility.

Please note that if utilizing a temporary stage structure, regulations are found under the Occupational Health and Safety Act and enforced by the Ministry of Labour. A resource document for event organizers can be found on the Special Event Permits page on the City of St. Thomas website.

SECTION 7: ANIMALS

Will there be a Petting Zoo or Animals at the event?

Yes ☐

No ☒

If Yes, the Elgin-St. Thomas Public Health must be notified of the event details two weeks prior. If the animals are not permitted in the Animal Control By-Law 71-2011, an Application for Temporary Exemption to the By-Law must be approved by City Council. Please attach a copy of the application to this permit application. Please note that such approval may take several weeks.

SECTION 8: ROAD CLOSURES / TRAFFIC FLOW CHANGES

Are you anticipating any road closures or traffic flow changes?

Yes ☐

No ☒

If Yes, please describe the road closure requirement and attach a map or sketch showing the closure. A Right of Way Occupancy Permit and City Council approval is required for all road closures. Please note that approval may take several weeks.

Please attach a copy of the Right of Way Occupancy Permit and provide the permit #:

If the event is a Parade / Run / Walk / Pass through Sporting Event, please refer to the city roads map located under the Special Events page on the City website. Describe the event and attach a map or sketch.

Do you require traffic control?

Yes ☐

No ☒

If Yes, please contact the St. Thomas Police Services at (519) 631-1224 ext. 141.

PLEASE NOTE: Marshalls, volunteers and special event staff are not allowed to direct traffic. Only the police can direct traffic pursuant to the Highway Traffic Act.

Have you contacted the Public Works Department for:

Barricades

Yes ☐

No ☒

N/A ☐

No Parking Signs

Yes ☐

No ☒

N/A ☐

Detour Signing

Yes ☐

No ☒

N/A ☐

SECTION 9: MUNICIPAL FACILITIES

For events taking place in Pinafore Park, organizers will need to arrange an onsite meeting with Parks, Rec and Property Management staff once the Special Events Permit Application has been approved.

Have you contacted Parks and Recreation staff about your event? Yes ☐ No ☐ N/A ☒

Have you rented a pavilion/facility and signed a permit?

Yes ☐

No ☒

N/A ☐

If yes, please provide the location of the rental and attach a copy of the permit.

Do you require picnic tables or garbage cans? Please note availability is at the discretion of the Parks, Rec and Property Management Dept and that delivery/pick up is the responsibility of the event organizer.

Yes ☐ No ☒ N/A ☐

If Yes, how many are you requesting? # of Picnic Tables: _____ # of Garbage Cans: _____

Have you made arrangements with Environmental Services staff for recycling containers and collection?

Yes ☐ No ☒ N/A ☐

Will you require municipal support for:

Water

Yes ☐

No ☒

N/A ☐

Hydro

Yes ☐

No ☒

N/A ☐

Please note that all equipment and extension cords must be in good condition and approved by an accredited certification body under the Ontario Electrical Safety Code or have been inspected by the Electrical Safety Authority. If required, please attach the Electrical Safety Authority documentation and provide the Permit Number: _____

If required, have you obtained a Hydrant Connection Permit? Yes ☐ No ☒ N/A ☐

If Yes, please attach a copy of the Permit and provide the Permit Number: _____

SECTION 10: ACCESSIBILITY

As an event organizer, it is your responsibility to ensure that your organization is in compliance with the Accessibility for Ontarians with Disabilities Act (AODA). Organizations with at least one employee have requirements to meet for accessibility. Please note that directional signage needs to be prominently displayed throughout the event venue to indicate the barrier-free path of travel and location of accessible washrooms and parking. Although not required, the Special Events Committee recommends submitting a site plan to the Municipal Accessibility Advisory Committee for larger events for their review.

SECTION 11: OTHER SERVICES/RESOURCES

Security: Has a privately licenced security firm been contacted/retained? Yes ☐ No ☒

If Yes, what company and how many security officers will be present? _____

First Aid: For events with an anticipated attendance of more than 200 people, First Aid services are required to be retained. Have you confirmed First Aid services? Yes ☐ No ☒ N/A ☐

If Yes, please attach documentation providing proof that First Aid services have been retained.

Ambulance: Has Emergency Medical Services (Ambulance Service) been contacted regarding your event and planned emergency access to the site? Yes ☐ No ☒

Fireworks: Will there be fireworks as part of your event? Yes ☐ No ☒

If Yes, a permit for exhibition fireworks is required through the Fire Department.

SECTION 12: SIGNATURE

That the information contained in this application and any documentation, including reports, and drawings, provided in support of the application, by myself, my agents, consultants and solicitors, constitutes public information and will become part of the public record. As such, and in accordance with the provisions of the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c.M.56, I hereby consent to the City of St. Thomas making this application and its supporting

documentation available to the general public, including copying and disclosing the application and its supporting documentation to any third parties upon their request.

James marks
(Signature of Individual Completing this Application)

June 15
April 25 2017
(Date completed)

Office Use Only: Application Received: _____ Committee Approval: _____

SECTION 13: INSURANCE

A Certificate of Insurance is required providing proof of \$5,000,000 in insurance coverage, including the naming of the City of St. Thomas as an Additional Insured under the corresponding policies. A copy of the required insurance MUST be submitted a minimum of two weeks prior to the start of the event. The Special Events Committee reserves the right to impose additional requirements and increased insurance coverage for large community events.

The provision of the completed and signed Statement of Indemnification below is also required.

Please note that an approved event may be cancelled should insurance coverage not be provided and may be altered or cancelled as a result of an emergency situation.

STATEMENT OF INDEMNIFICATION

Ball Hockey Club organized by Destination Church
(Event Name) (Organizing Group)

shall indemnify and save harmless The Corporation of the City of St. Thomas and all persons for whom it is at law responsible from any and all liabilities, damages, costs, claims, suits or actions arising out of:

any damage to property including loss of use thereof, and any injury to any person or persons, including death resulting at any time there from, occasioned by any act or omissions of

Ball Hockey Club organized by Destination Church
(Event Name) (Organizing Group)

its officers, agents, servants, employees, contractors, customers, invitees or licensees, or occurring in or on the premises or any part thereof arising from or occasioned by any cause whatsoever, except where such damage or injury is due to the act, default or negligence of The Corporation of the City of St. Thomas, its officers, agents, servants, employees, contractors, customers, invitees or licensees.

Witness: [Signature]
Name (Print): Breanna Paulak

Signed: James marks
Name (Print): James marks
Address: 7 Erie st. St Thomas
Telephone: 226-234-3504
Date: June 15 2017
Event Name: Ball hockey club
Organizing Group: Destination church
Event Dates: Sunday afternoon



Policy Number: CPP983486

Effective Date of Schedule: June 24, 2017

Named Insured: Destination Christian Reformed Church Inc.

Forms and Endorsements Applicable to General Liability and Directors and Officers Liability (If applicable)

CPP-L001	General Liability Form
CPP-L002A	Non-Profit Directors and Officers (D&O) Liability Insurance: Claims Made and Reported
CPP-L003	Blanket Counselling Services Endorsement
CPP-L004	Deductible Endorsement
CPP-L006	Employee Benefit Liability Coverage
CPP-L008	Voluntary Compensation Coverage Form
CPP-L013	SPF 6 Non-Owned Auto
CPP-L014	SEF 96 Contractual Liability Endorsement
CPP-L015	SEF 99 Exclude Long Term Leased Vehicle Endorsement
CPP-L016	SEF 94 Legal Liability For Damage To Hired Automobiles
CPP-L017	General Liability - Data Exclusion
CPP-L018	Data Exclusion - Directors and Officers (D&O) Liability
CPP-L019	Terrorism Exclusion - General Liability
CPP-L023	Abuse/Molestation and Harassment Exclusion
CPP-L024	Total Asbestos Exclusion - General Liability
CPP-L025	Limited Fungi & Fungal Derivatives Coverage
CPP-L033	Reduction of Coverage for Lessees or Drivers of Leased Vehicles Endorsement
CPP-L051	Manuscript Amendatory Endorsement - General Liability Form
CPP-L055	Bill C-45 Criminal Defense Costs Endorsement - Directors and Officers (D&O) Liability

church protection

Insurance for Churches and Christian Charities

plus

Policy Number: CPP983486

Effective Date of Schedule: June 24, 2017

Named Insured: Destination Christian Reformed Church Inc.

10. CRIME & FIDELITY, LIMITS AND CONDITIONS OF INSURANCE

Insuring Agreement I - Employee and Volunteer Dishonesty Coverage	\$100,000
Insuring Agreement II - Loss Inside the Premises Coverage	\$50,000
Insuring Agreement III - Loss Outside the Premises Coverage	\$50,000
Insuring Agreement IV - Money Orders and Counterfeit Paper Currency Coverage	\$50,000
Insuring Agreement V - Depositors Forgery Coverage	\$50,000
Insuring Agreement VI - Credit Card Forgery	\$50,000
Insuring Agreement VII - Computer Fraud Coverage	\$50,000
Insuring Agreement VIII - Telephone Fraud Coverage	\$50,000
If added by endorsement: Insuring Agreement Deductible per Occurrence: All Insuring Agreements	Nil

Forms And Endorsements Applicable To Crime And Fidelity:

CPP-C001	Comprehensive Dishonesty, Disappearance, And Destruction Form
CPP-C002	Crime Standard Conditions

church protection

Insurance for Churches and Christian Charities

plus

Policy Number: CPP983486

Effective Date of Schedule: June 24, 2017

Named Insured: Destination Christian Reformed Church Inc.

9. Property Coverages, Limits And Conditions Of Insurance

Inflation Guard: 2%

Premises (P) And Building (B) Number	Coverages	Limits of Insurance	Deductible	Replacement Cost	Agreed Value	Co - Insurance
P-1, B-1	Building and Business Personal Property	\$1,439,000	\$1,000	Yes	Yes	

P-ALL, B-ALL	Non-Profit Loss of Revenue Including Rental Income	\$500,000				
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Forms And Endorsements Applicable To Property:

CPP-P001	Church Protection Plus Property Form
CPP-P002	Non-Profit Loss of Revenue Form
CPP-P003	Flood Endorsement
CPP-P004	Earthquake Endorsement
CPP-P005	Property Conditions
CPP-P012	Standard Mortgage Clause
CPP-P024	Property Data Exclusion
CPP-P028	Fungi and Fungal Derivatives Exclusion
CPP-P062	Terrorism Exclusion
CPP-P066	Specific Deductible Endorsement



Policy Number: CPP983486

Effective Date of Schedule: June 24, 2017

Named Insured: Destination Christian Reformed Church Inc.

General Liability, Limits and Conditions of Insurance	Limit
General Aggregate Limit (Other Than Products – Completed Operations)	\$5,000,000
Products – Completed Operations Aggregate Limit	\$5,000,000
Personal & Advertising Injury Limit	\$5,000,000
Each Occurrence Limit	\$5,000,000
Fire and Other Damage Limit – Any One Claim	\$5,000,000
Medical Expense Limit – Any One Person	\$ 50,000
Standard Non-Owned Automobile Policy	\$5,000,000
Legal Liability For Damage To Hired Automobiles – Any One Accident	\$75,000
Employee Benefit Liability Coverage	\$5,000,000

Directors and Officers (D&O) Liability, Limits and Conditions of Insurance	Limit
Non-Profit Directors and Officers (D&O) Liability Form - Each Claim/Annual Aggregate	\$2,000,000

Retroactive Date (if any):	
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Directors and Officers Liability Deductible Each Claim/Each Director & Officers or Spouse	\$ 1,000 Nil
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Privacy Breach Coverage (Claims-Made Form and applicable only with D&O Liability)	
Privacy Breach Liability Aggregate Liability Limit	\$250,000
Privacy Breach Expense Limit inclusive within Privacy Breach Liability Limit	\$25,000

Retroactive Date:	June 24, 2017
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Forms and Endorsements Applicable to General Liability and Directors and Officers Liability – ATTACHED