

To: COUNCIL

Meeting Date: 9/23/2025

Subject: **Municipal Significant Events Third Quarter Updated Noise Exemption Approval**

Submitted By: Alix Aitken, Acting Director of Recreation and Culture

Prepared By: Abbey Poser, Acting Supervisor of Special Events

Report No.: 25-007-CS

File No.: C11

Wards Affected: All Wards

RECOMMENDATION(S):

THAT Report 25-007-CS Municipal Significant Events Third Quarter Updated Noise Exemption Approval be received;

AND THAT the requests identified in the report 25-007-CS be approved.

EXECUTIVE SUMMARY:

Purpose

To obtain Council approval for noise exemption under Noise By-law 32-04 for the additional municipally significant events taking place in the third and fourth quarters of operations.

Key Findings

If an event is determined to be of municipal significance the event organizer would require both event approval and noise exemption on an annual basis. Event organizers must obtain approval from the City of Cambridge for an exemption under the City's Noise By-law 32-04.

A **Municipally Significant Event** is defined as a one time, annual, or infrequently occurring event that is open to the public and has a predetermined opening and closing date and time which:

1. Has local, regional, national or international historical or cultural significance;

2. Builds awareness of diverse cultures;
3. Has a charitable aspect, that sees profits or portion of profits going to local charities, local residents or the community at large;
4. Promotes the social, cultural, or economic development of the City;
5. Benefits the community at large;
6. Has significant impacts on the community at large;
7. Sound production with sound made or created by any sound-producing equipment; or
8. An occupancy load of over 1,000+ attendees.

Financial Implications

Any costs associated with the delivery of Special Events are allocated as part of the annual operating budget.

STRATEGIC ALIGNMENT:

Strategic Action

Objective(s): Choose an Objective

Strategic Action: Choose a Strategic Action

OR

Core Service

Program: Special Events

Core Service: Special Events (Independent)

The Council approved Arts & Culture Action Plan (2024) identifies the need to support special events in the City of Cambridge along with event organizers to both thrive and contribute to the vibrancy of the City.

BACKGROUND:

In an effort to streamline the special events approval process and to obtain exemptions to the City of Cambridge's Noise By-Law 32-04, additional upcoming special events for

the Third and Fourth Quarters identified as being under the definition of municipal significance have been consolidated into this report for Council approval.

ANALYSIS:

Approval for municipally significant events are requested on an ongoing basis, the list of events in this report are in addition to the events received in Council Report 25-007-CS on May 27, 2025, and Council Report 25-083-CD on July 8, 2025. These events have been processed through the Special Events Advisory Team (SEAT) and all requirements to be issued a special event permit have been provided to the organizers.

The special events which are being recommended for approval outline the following:

- Showcase Arts & Culture within our community.
- Facilitate, support and provide a diverse range of events and festivals that bring all people together from the City, Region and beyond.
- Promote participation in the City of Cambridge initiatives and encourage residents to engage in family fun entertainment and activities.
- Alignment with the Council approved Arts & Culture Action Plan, 2024

To ensure compliance, promote safety and mitigate disruption the following actions have taken place over the past year:

- A reorganization of the Special Events team, and creation of Special Event Business Unit within the City organization structure.
- Updated Terms of Reference for the Special Event Advisory Team.
- Review and enforcement of Parks By-Law 162-10 as it relates to special event delivery in parks.
- Requirement of special event organizers to provide emergency, traffic and security plans for review and approval in advance of event.
- Event curfews have been changed to 10pm for sound production and to allow clean up and vacancy by the 11pm time identified within the Parks By-Law 162-10.
- Development of Special Event Policy, including updated rates and fees coming forward to Council in coming months for approval.
- The following special events are going through the City's special event permitting process and are seeking a request for exemption to the City's noise By-Law 32-04 for special events taking place in the second and third quarter of operations.

Brian Riddell's Annual BBQ

September 13, 2025 - 11:00am – 2:00pm
Riverside Park - Dolph Picnic Area

Food, Amplified Sound

Cambridge Terry Fox Run

September 14, 2025 - 9:00am – 3:30pm

Riverside Park, Special Events Space

Road Closure, Food, Amplified Sound

rare Trail Party: 16th Annual Walk, Hike & Run Fundraiser

September 21, 2025 - 9:00am – 1:00pm

Riverbluffs Park, finish rare ECO Centre

Amplified Sound, Fundraising

Dunbar Reads

September 27, 2025 - 10:30am – 3:00pm

Otto Klotz Park

Amplified Sound, Food, Vendors

Orange Shirt Day

September 30, 2025 - 6:00pm – 8:30pm

City Hall, Civic Square

Road Closure, Amplified Sound, Food, Inflatable

Cambridge Oktoberfest

October 15, 2025 - 11:30am – 1:30pm

City Hall, Civic Square

City Led, Amplified Sound, Food, Road Closure, Licenced area, Inflatable

EXISTING POLICY / BY-LAW(S):

City Noise By-Law 32-04.

Parks By-Law 162-10.

Special Event Terms of Reference (SEAT) Terms of Reference.

FINANCIAL IMPACT:

Any costs associated with the delivery of Special Events are allocated as part of the annual operating budget.

PUBLIC VALUE:

Special Events have been held to support the community's enjoyment of living in Cambridge. This aligns with the 2024-26 Strategic Initiatives and goal to and activate spaces that offer people things to do.

Leadership:

Approval of these Municipally Significant Events will:

- Highlight the positive narrative that Cambridge is dedicated to hosting Special Events for its Community Members.
- Act as a leader in Equity, Diversity, Inclusion, and Accessibility.
- Recognize the positive impact that independent event organizers have within the community and support their efforts.

Collaboration:

Collaboration will involve working in partnership with event organizers to ensure compliance with all requirements and By-laws.

Transparency:

To ensure transparency, regular updates on Special Events will be shared in the Council information package and noise exemption requests will be done bi-annually until the new noise by-law is approved.

Engagement:

The Special Events Team engages with event organizers to ensure requirements, permits and expectations are set. Delivery of community events are supported through clear expectations and providing information pertaining to events.

ADVISORY COMMITTEE INPUT:

Advisory Committees are consulted based on Event participation or content as applicable.

The Accessibility Advisory Committee was consulted and updated on processes that the Special Events Team has put in place to ensure event organizers provide the most comprehensive accessible plans possible.

PUBLIC INPUT:

Posted publicly as part of the report process.

INTERNAL / EXTERNAL CONSULTATION:

In preparing for Special Event delivery, staff have consulted with the Special Events Advisory Team (SEAT) which includes Region of Waterloo Public Health, Waterloo Regional Police Services, Cambridge Fire Department, Alcohol and Gaming Commission of Ontario (AGCO), and all departments of the City.

CONCLUSION:

The occurrence of the above noted special events are subject to final approval of the current special event approval process, which ensures that requirements for the safe delivery of events is achieved by event organizers. Staff are recommending the approval of the noise exemption of these events under Noise By-Law 32-04.

Staff will be bringing forward updates to both the Noise By-law 32-04 and Special Event Policy for Council approval in the coming months. Staff will continue to provide Council with event information as part of the Council Information Package and will bring forward a subsequent report for noise exemptions for the 4th quarter of operations.

REPORT IMPACTS:

Agreement: **No**

By-law: **Yes**

Budget Amendment: **No**

Policy: **No**

APPROVALS:

This report has gone through the appropriate workflow and has been reviewed and or approved by the following as required:

Director

General Manager

Chief Financial Officer

City Solicitor

City Manager

ATTACHMENTS:

N/A