

## THE MUNICIPALITY OF LAMBTON SHORES

**Report DCS 05-2025**

**Council Meeting Date: February 25, 2025**

**TO:** Mayor Cook and Members of Council

**FROM:** Ashley Farr, Director of Community Services

**RE:** Lambton Area Film and Food Festival Road Closure Request

**RECOMMENDATION:**

**THAT** Report DCS 05-2025 regarding the “Lambton Area Film and Food Festival Road Closure Request” be received; and

**THAT** the Lambton Area Film and Food Festival Committee be granted permission for a temporary road closure of King Street West from Main Street to James Street North from May 22 to May 25, 2025; and

**THAT** the Kiwanis Club of Forest be permitted to host an outdoor licensed patio on municipal property for the event; and

**THAT** a minimum of two licensed security be required for the street dance event; and

**THAT** the Kiwanis Club of Forest be permitted to host an alcohol licensed street party on the closed portion of King Street West on May 24 as part of the Festival.

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### **SUMMARY**

This report presents Council with an application from the Lambton Area Film and Food Festival Committee for a temporary road closure of King Street West in Forest to host the annual Lambton Film and Food Festival from May 22 to May 25, 2025. Council approval is also required to permit the Kiwanis Club of Forest a temporary extension of their liquor license to permit an outdoor patio for the event.

### **BACKGROUND**

The Municipality has received an application for a temporary road closure of King Street West in Forest between James Street North and Main Street. The street closure has been requested by the Lambton Area Film and Food Festival Committee to host a street festival that will include food service, live music, artisan market, and a chalk art display

during the Film and Food Festival. The Kiwanis Club also intends to host a licensed patio for the duration of the event. The road closure is requested from the evening of May 22 to 1:00 p.m. on Sunday, May 25, 2025.

A new component of the event for 2025 is a street dance/party that the Committee is planning for Saturday, May 24. The street dance will include live music and food. The Committee is asking that the street is licensed to allow for alcohol sale, service and consumption along the entire closed portion of King Street West. Council approval is required to allow for a licensed area on a municipal road. If approved, the area will need to be clearly defined using a combination of barricades, fencing and other barriers. The buildings along King Street West provide a natural barrier for the licensed area. Volunteer monitors will be required to monitor all entrances and exits to ensure that alcohol is not entering or leaving the licensed area.

Staff have consulted with the OPP and the AGCO regarding this request, and there were no concerns raised from either party with this approach, however it was suggested that the Municipality consider requiring paid licensed security personnel due to the large area and possible number of attendees. The licensed patio throughout the rest of the event will be much smaller in scale and will be clearly defined. Staff recommends that the Committee is directed to hire a minimum of two licensed security personnel during the street dance.

To accommodate the licensed area for the street dance on May 24 and the smaller licensed patio area throughout the event, the Kiwanis Club of Forest is seeking approval for a temporary extension of their Liquor Sales License at the Kineto to host a temporary outdoor licensed patio for the event. Approval for this request must be received from the Municipality and the AGCO must be notified of this approval.

Staff have met with the committee to discuss the event and are satisfied that all safety measures will be put in place to safely close the road for the time requested. Further, the Committee has received a letter of support from the Forest BIA in favour of the road closure and event. The letter is attached for Council information. Staff are of the understanding that all local businesses will be invited to participate in the event to some degree.

Staff will continue to communicate with the Committee and provide the necessary equipment to close the road for the event (e.g., barricades). If approved, the Committee will be required to make the necessary public notifications as outlined in Lambton Shores Policy AD-PW-POL-001 Temporary Use of a Municipal Road or Right of Way for a Special Event:

- Provide written notification of the event, including full details, to the OPP, appropriate Fire Department and ambulance service, and furnish the Municipality with a copy of the correspondence.

- Place an ad in the local paper notifying residents of the event specifying the hours of the event. With the absence of a local paper, staff have been permitting notifications to be acceptable through website and/or social media.

The Committee will also be required to provide the Municipality with \$ 2 million liability insurance listing the Municipality as an additional insured as per the policy requirements.

### **ALTERNATIVES TO CONSIDER**

There are no alternatives presented regarding the street closure for the Festival. The event is supported by the Forest BIA and has operated successfully in the past.

Council may require a smaller licensed area than what is proposed by the Committee for the street party on May 24. The proposal to license the entire street for the street party is supported by staff, provided the proper security measures are in place. Staff will work with the Committee to ensure compliance.

### **RECOMMENDED ACTIONS**

The recommendation is to approve the road closure request as presented by the Lambton Area Film and Food Festival Committee and to permit a temporary Liquor Sales Licence for an outdoor patio during the event. The road closure will take place on King Street West between Main Street and James Street North from the evening of May 22 to May 25, 2025.

### **FINANCIAL IMPACT**

There is no direct financial impact associated with this report.

### **CONSULTATION**

Lambton Area Film and Food Festival Committee  
Nick Verhoeven, Director of Public Works  
Stephanie Troyer-Boyd, Director of Corporate Services  
James Marshall, Fire Chief  
Jim Watson, By-Law Enforcement

Attached:

1. Letter of Support, Forest BIA
2. LAFFF Site Plan