



The Corporation of the City of Sault Ste. Marie

Special Meeting of City Council  
Addendum

Monday, June 15, 2026

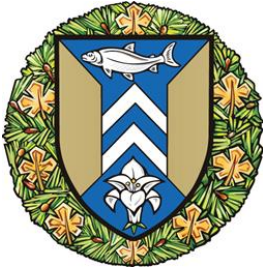
5:00 pm

Council Chambers and Video Conference

As a courtesy meetings may be viewed live on the City's YouTube channel  
<https://www.youtube.com/user/SaultSteMarieOntario>

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	Pages
<b>8.        <i>Municipally Significant Event – Giovanni's Italian Festival 2026</i></b>	<b>2 - 5</b>
Mover Councillor S. Spina Seconder Councillor M. Scott Resolved that the report of the City Clerk dated June 15, 2026 concerning Municipally Significant Event – Giovanni's Italian Festival 2026 be received and that Council designate the event as municipally significant.	
<b>9.        <i>Association of Municipalities of Ontario Board Nomination</i></b>	
Mover Councillor S. Hollingsworth Seconder Councillor M. Scott Be It Resolved that Sault Ste. Marie Ontario City Council nominates Councillor Luke Dufour for the position of Municipal Elected Official for the Large Urban Caucus on the Association of Municipalities of Ontario Board of Directors for the 2026–2028 term.	



The Corporation of the  
City of Sault Ste. Marie  
**COUNCIL REPORT**

June 15, 2026

TO: Mayor Matthew Shoemaker and Members of City Council  
AUTHOR: Rachel Tyczinski, City Clerk  
DEPARTMENT: Corporate Services  
RE: Municipally Significant Event – Giovanni’s Italian Festival  
2026

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**Purpose**

The purpose of this report is to request that Council designate the 2026 Giovanni’s Italian Festival as a municipally significant event.

**Background**

In May 2023, City Council approved the Municipally Significant Events Policy (see Appendix A) outlining the application process and defining what types of events would qualify.

**Analysis**

The proponent requires the event to be declared municipally significant in order to apply for a special occasion permit through the Alcohol and Gaming Commission of Ontario.

The proponent has submitted an application to the City for the 2026 Giovanni’s Italian Festival (Appendix B) to be held July 5, 2026 at the Roberta Bondar Pavilion. The Application was circulated to the parties listed in the Municipally Significant Events Policy. The proponent will be required to comply with City policies related to renting a municipal facility.

**Financial Implications**

There is no direct financial impact to the City.

**Strategic Plan / Policy Impact / Climate Impact**

The event is linked to the Quality of Life focus area of the corporate Strategic Plan – Vibrant Downtown.

There is no climate impact.

**Recommendation**

It is therefore recommended that Council take the following action:

Municipally Significant Event – Giovanni’s Italian Festival 2026

June 15, 2026

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Resolved that the report of the City Clerk dated June 15, 2026 concerning Municipally Significant Event – Giovanni’s Italian Festival 2026 be received and that Council designate the event as municipally significant.

Respectfully submitted,

Rachel Tyczinski

City Clerk

705.759.5391

[r.tyczinski@cityssm.on.ca](mailto:r.tyczinski@cityssm.on.ca)



**Subject:** Municipally Significant Events (AGCO Special Occasion Permits)  
**Service Area:** Corporate Services (City Clerk)  
**Source:** By-law 2023-75  
**Date:** May 1, 2023

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**Purpose:**

The purpose of this policy is to establish criteria to designate a public event as a municipally significant event.

**Application:**

This policy shall apply to public event organizers seeking designation of a public event as a “municipally significant event” for the purpose of applying to acquire a special occasion permit under the *Liquor Licence and Control Act*, as amended, for the sale and service of alcohol at a public event.

**Definitions:**

“Business day” shall mean any Monday, Tuesday, Wednesday, Thursday or Friday excluding any of those days that fall on a statutory holiday

“City” shall mean The Corporation of the City of Sault Ste. Marie

“Municipally significant event” shall mean a one-time annual or infrequently occurring event that is open to the public, has a pre-determined opening and closing date and time and which:

- a. Has a local, regional, national or international historical or cultural significance;
- b. Builds awareness of diverse cultures;
- c. Promotes the social, cultural or economic development of the City; or
- d. Benefits the community at large.

“Public event” shall mean an event that is open to the general public.

**Scope:**

The City Clerk is delegated authority to issue a letter designating a public event as a municipally significant event on behalf of the City.

The City Clerk shall circulate all applications for designation as a municipally significant event to the following stakeholders for comment:

- a. Sault Ste. Marie Fire Service
- b. City By-law Enforcement Division
- c. City Chief Building Official
- d. City Risk Manager
- e. Sault Ste. Marie Police Service



f. Algoma Public Health

The stakeholders listed above shall be given five (5) business days to provide any concerns regarding the application for designation as a municipally significant event, after which the City Clerk will proceed to evaluate the request based upon any concerns received within the given time frame.

Public events must meet the following criteria to be considered by the City of Sault Ste. Marie for designation as a municipally significant event:

- a. Fall within the definition of a municipally significant event as defined in this policy;
- b. Serve the public interest by upholding the by-laws and policies of the City of Sault Ste. Marie and any other applicable legislation; and
- c. Will host no less than 100 members of the general public.

Applicants must submit their request for designation as a municipally significant event on the prescribed application form no less than forty-five (45) days before the proposed event for events under 5,000 attendees and no less than seventy-five (75) days before the proposed event for events over 5,000 attendees.

Applicants must maintain a minimum of five million (\$5,000,000) dollars liability insurance naming "The Corporation of the City of Sault Ste. Marie" as an additional insured providing a Certificate of Insurance showing same, at least ten (10) business days prior to the event. The permit holder shall be required to indemnify and save the City of Sault Ste. Marie harmless from all claims arising from the permit or event. Each event will be considered on its own merit, noting that the actual insurance limits required may be increased at the discretion of the City of Sault Ste. Marie.

The City Clerk will issue a letter to the applicant declaring the event as municipally significant only if it meets the above criteria.

The City Clerk is not obligated to designate any event as municipally significant and may refer the request to City Council for a decision.

Note: While the City of Sault Ste. Marie may designate an event, the Registrar for the Alcohol and Gaming Commission of Ontario has the final decision as to whether or not to issue a special occasion permit for a public event.