



## **Council Report**

**Report Number LIC2020-002**

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**Meeting Date:** December 15, 2020

**Title:** Charitable Road Tolls – Supplemental Report

**Description:** Follow-up report to LIC2020-001

**Author and Title:** Aaron Sloan, Manager  
Joseph Aguanno, Licensing Enforcement Officer

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### **Recommendation(s):**

**That** Report LIC2020-002 **Charitable Road Tolls – Supplemental Report**, be received;

**That** the proposed by-law, being a By-law to Regulate Charitable Road Tolls in the City of Kawartha Lakes, attached as Appendix C to Report LIC2020-002 be approved;

**That** By-law 2015-199 being a By-Law to Regulate Charitable Road Tolls in the City of Kawartha Lakes be repealed; and

**That** the necessary By-law(s) be forwarded to Council for adoption.

**Department Head:**\_\_\_\_\_

**Financial/Legal/HR/Other:**\_\_\_\_\_

**Chief Administrative Officer:**\_\_\_\_\_

## **Background:**

At the Committee of the Whole Meeting of October 6, 2020, Staff presented Report LIC2020-001 Charitable Road Tolls. That report is attached as **Appendix A**.

CR2020-303 resolved

**That** the Report LIC2020-001, Charitable Road Tolls, be received.

CR2020-304 resolved

**That** the proposed By-Law to Regulate Charitable Road Tolls be referred to Staff for review, in consultation with Council, and report back; and

**That** the report back includes modifications to streamline the application process and refine the criteria for financial reporting.

This report addresses the direction.

## **Rationale:**

Charitable road tolls, also known as boot drives, are a lucrative fundraiser for many charitable and not-for-profit organizations. Charitable road tolls, typically are held in the summer months and on long weekends. The organizers are traditionally Volunteers from a local organization who enter onto the roadway to collect donations from motorists. These events are run in a very responsible and safety conscious manner. However, there have been accidents and near misses attributed to charitable road tolls and staff feel that enhanced safety requirements will serve to reduce the instances of and potential for any accidents in the future.

Charitable road tolls are municipally authorized events requiring various approvals within the Municipality. There is a certain level of accountability and consistency expected on the City to ensure that charitable road tolls are conducted in a manner that is safe and open to transparency.

The following is a summary of the review and consultation with Council and staff. The following amendments to the by-law are recommended to provide transparency, coordination, enhance the safety of volunteers conducting the charitable road toll and the safety of motorists:

### **Section 1.01 Definitions:**

- Added definition “Licensing Enforcement Officer”

### **Section 1.02 Interpretation Rules:**

Added rule (c) to make clear that this by-law does not exempt organizers from being in compliance with other by-laws or federal or provincial laws and regulations

## **Section 2.00 Approved Road Toll Charitable Event**

Reworded section title to read “Approved Charitable Road Toll Event”

### **Section 2.01 Application**

Renumbered and added new section title to read “Application”

Previously, organizations would submit an e-mail or letter which often did not contain key information or followed a standard format, staff would have to request additional information in order to approve the event. Approvals were often not tracked and events may have occurred without the collective knowledge of the Police Services, Fire, EMS, Municipal Law Enforcement and/or others. This new section adds Charitable Road Tolls to the Municipal Event application (MEA) process that is already in use as a standard process across the Municipality.

Currently, the MEA is required when a person or organization wish to hold their event on any outdoor property owned or operated by the City of Kawartha Lakes. This includes:

- Parks/Open Spaces
- Roads/Road Allowances
- Municipal Parking Lots
- Walkways, Pathways and Trails
- Waterfront areas and/or beaches

The MEA process as currently established circulates applications seeking comments or questions, by email to a number of City staff and external agencies who may have interest. Utilizing the MEA will result in efficiencies/ cost avoidance for lost staff time and precise notification to impacted resources.

Applicants who wish to hold a charitable road toll event will be required to complete a Municipal Event application (MEA) form. The Municipal Event Application sample attached as **Appendix B** is intended to act as a strategic resource for individuals hosting an event within the City of Kawartha Lakes. The application form is available on-line at <https://forms.kawarthalakes.ca/Community-Services/Kawartha-Lakes-Municipal-Event-Application> and can be emailed by staff to an individual or group.

The following criteria were added to **Section 2.02**:

- f) the intersection where the event is conducted must have a marked pedestrian crossing with traffic control measures present;
- g) the road toll must not impede vehicle or pedestrian access to businesses;
- h) the road toll event must be complete no later than one hour before dusk;
- i) all persons participating in the road toll must be a minimum of 18 years of age;

- j) all persons participating in the road toll must be wearing high-visibility safety garments;
- k) The toll Road shall not be permitted in the following location:
  - i. On any Provincial Highway
  - ii. On any bridge or within 25 metres of any bridge

Create new **Section 2.03** as follows:

**2.03 Signage Requirements:** The charitable organization conducting the road toll must post signs that meet the following criteria:

- a) signs must be posted 4 hours in advance of the road toll on all roads leading to the intersection at which the road toll is being conducted;
- b) signs must clearly indicate the organizations name and the time and date of the charitable road toll;
- c) signs must clearly indicate the charity that is being supported by the charitable road tolls collection;
- d) signs must be a minimum of height of 71cm and a minimum width of 55cm;
- e) signs must not obstruct the sidewalk, traffic, or lines of sight for traffic;
- f) all signs must be removed immediately at the conclusion of the event.

### **Other Alternatives Considered:**

Status quo is an option however, staff recommends that the enhanced safety and accountability measures be implemented to ensure charitable road tolls operate in a manner that is mindful of public safety and transparent.

Consideration was given to prohibit Charitable Road Tolls on all City property and roadways, with a suggestion that the events are relocated to private property. A few communities within the Province have considered regulating this way. Staff did not recommend this option out of consideration to the enhanced safety regulations suggested in the amendments above and out of consideration to the local charities that would see a steep reduction in much needed financial support.

### **Financial/Operation Impacts:**

This report and by-law if passed will have a minimal financial impact on staff and as such the process changes are minimal and will be absorbed within current budgets.

### **Relationship of Recommendation(s) To The 2020-2023 Strategic Plan:**

This report and by-law if passed will align with the guiding principles listed in the Strategic Plan, which are to be open and transparent and to partner and

collaborate. By “Making it Better” we are providing a service that will enhance the safety and well-being of the City and our community partners.

### **Consultations:**

Manager Municipal Law Enforcement  
Director of Public Works  
Insurance Risk Management Coordinator  
Community Partnership and Programs Supervisor  
Kawartha Lakes Fire Service  
Kawartha Lakes Police Service  
Economic Development

### **Attachments:**

Appendix A – LIC2020-001 Committee of the Whole Report



LIC2020-01  
Charitable Road Toll

Appendix B – Municipal Event Application (sample)



Kawartha Lakes 2020 CKL Municipal  
Municipal Event Application Report

Appendix C – amended By-Law 2020-XXX – A By-law to Regulate Charitable Road Tolls in the City of Kawartha Lakes



By-Law 2020-XXX –  
A By-law to Regulate

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