



<b>Solution Title:</b>	<b>Lottery Licensing</b>	
Council Approved:	May 6, 2019	\$203-05

## HOW MIGHT WE:

**How Might the Town of Pelham** licence charitable and religious organizations to conduct lottery schemes in accordance with the regulations set out by Alcohol and Gaming Commission of Ontario?

## PURPOSE

This policy is to ensure that all lottery licence applications, lottery operations and lottery financial reporting be carried out in a fair, equitable and consistent manner.

## KEY FACTS:

### 1. Legislative and Policy Support

- 1.1 In partnership with the Alcohol and Gaming Commission of Ontario (AGCO), Municipalities have the authority to issue lottery licences under Order-in-Council 1413/08, as amended.
- 1.2 The Criminal Code of Canada, Order in Council 1413/08, as amended and the Lottery Licensing Policy Manual issued by AGCO provide a charity gaming regulatory framework.

### 2. General Provisions

- 2.2 The Town Clerk/Deputy Clerk are appointed Lottery Licensing Officers and may issue licences authorizing any organization deemed charitable through the eligibility process to conduct and manage a bingo lottery, a break-open ticket (Nevada) lottery, a raffle lottery or a lottery scheme held at a bazaar.
- 2.3 The AGCO Lottery Licensing Manual is used to determine eligibility for a lottery licence and for the use of proceeds.
- 2.4 In addition to the material provided by the AGCO, the Town of Pelham has created guides made available to each organization to ease the administrative burden, being:



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1. A User's Guide to Charitable Gaming and Lottery Licensing
2. A User's Guide to Catch the Ace

- 2.5 Lottery licensing fees are detailed in the Town of Pelham Fees and Charges Schedule.
- 2.6 No licence shall be issued until a licence fee has ben paid.
- 2.7 Excluding a break-open licence, no additional licence will be issued until the previous report has been submitted and approved.
- 2.8 No organization will be issued two concurrent lottery licences with the exception of a break-open licence.
- 2.9 Application for an organization's first licence should be submitted to the Lottery Licensing Officers no later than 15 days prior to the date of the lottery.
- 2.10 Subsequent licences may be submitted at least 3 days prior to the date of the lottery.
- 2.11 The Town Clerk/Deputy Clerk may use their discretion during the issuance of a lottery licence.

### **3. Administrative Policy Management**

- 3.1 Staff are authorized and directed to take the necessary action to give effect to this policy.
- 3.2 The Town Clerk/Deputy Clerk are delegated the authority to make administrative changes to this policy that may be required from time to time due to legislative changes or if, in the opinion of both of them, the amendments do not change the intent of the policy.

### **4. Compliance**



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- 4.1 If the Lottery Licencing Officer has reason to believe that during the conduct of a lottery, there exists a breach of any of the provisions outlined in the Criminal Code of Canada, Order in Council 1413/08, as amended or the Lottery Licensing Policy Manual, he/she may order the licensee to cease from further conducting the lottery.
  
- 4.2 If deemed necessary, the Lottery Licensing Officer shall inform the Niagara Regional Police and the AGCO of any illegal gaming.

**SOLUTION STATEMENT:**

**The Town of Pelham recognizes that charitable gaming revenues are a source of funding for a large number of organizations and undertakings. As a licensing authority, the Town is committed to making fair and consistent decisions in respect to the issuance of lottery licences while in adherence with the regulations prescribed by the AGCO.**