

## REPORT

**TO:** Mayor Avis & Council

**FROM:** Jason Kabel, Manager of Community Services

**DATE:** November 30, 2016

**RE:** International Early Iron Car Club Request – Allen Smith

At the November 7, 2016 meeting of the Community Services Executive Committee (CSEC) there was a request by the International Early Iron Car Club referred by Council that was reviewed by the CSEC committee with input to be provided by the Administration & Finance Executive Committee (attached). The committee felt that it would be appropriate to have Allen Smith, Club President present at the December 5<sup>th</sup> meeting of CSEC to respond to questions that were posed.

In discussions with Allen regarding the request, he forwarded the enclosed responses to the questions that arose at the Nov. 7<sup>th</sup> meeting. Administration and Finance Executive Committee (AFEC) responses are included.

#	Requested Assistance	TOFF Response	IEI Car Club Response	Status
1	1 or both indoor ice surfaces	52 Arena - Setup for Summer Programs and would interrupt this if we were to need it. IFK Arena - Hockey School is looking at Aug. 7-18, 2017 so IFK is a potential venue in case of inclement weather.	We could do without using 52 Arena. Main reason for need is the chance of bad weather and need to move some of events inside. We may not need the IFK but would like to have it available if ice is not going in as a backup plan.	✓
2	All parking lots	Still have to leave access for other patrons at MSC, can use west side of 52 Arena, west side of main parking lot, and south portion of library for overflow	This would be a big help as we plan to have 85 camper units as well as their tow vehicles. Is the south portion of library available as an overflow area if needed?	✓
3	Washrooms	No problem for having access to washrooms in 52 Arena	Thanks for the assistance with this item	✓
4	Shower facilities	No problems for having access to showers in dressing rooms of 52 Arena	Thanks for the assistance with this item as they will be staying 2 nights	✓
5	Auditorium	There is a wedding booked for Saturday night and usually give access to wedding party to setup after 12 noon on Friday	We should not need the Auditorium on Friday as they are all planned to be departing by noon on Friday. May have to provide a budget for this as we may be selling alcoholic beverages and that would be making money at the meet and greet on Wed night. As of now we are not planning to have alcoholic beverages as we do not have the manpower to provide this service.	✓

6	Kitchen upstairs(auditorium)	Same as above re wedding	We should not need the kitchen on Friday as they are all planned to be departing by noon on Friday We are planning to possibly having some type of food available at the meet and greet (pizza, cold cuts, etc) available on Wednesday evening. We should not need the auditorium on Thursday as other events are planned at other venues on Thursday. Would only be used as a backup plan on Thursday.	
7	Overnight custodian	Why the need for overnight custodian? Would have to pay for this staffing.	More for security for the participants and do not want to have any other persons in the Memorial Sportsplex area that is not a registered entrant for the Coasters event. Bob Green says that access can be limited to one door in/out and only main level access to 52 arena washrooms and showers as doors to IFK Arena and upstairs can be locked during the overnight use.	No
8	Council declaration	AFEC - To declare the week of July 16th as Canadian Coaster's 50th Anniversary Tour Week		✓
9	TOFF Souvenir pins	AFEC - To provide Town of Fort Frances souvenir pins		✓
10	Significant community event	AFEC - To declare the event as a significant event to enable access to any possible funding (Canada 150) and or sponsorship		✓

### Outstanding Items

AFEC – all other financial requests will be forwarded to the 2017 budget process.

CSEC – an event budget is requested to assist with evaluation of the financial items.

### Recommendation

The Community Services Executive Committee recommends to Mayor & Council to endorse the accommodations for the International Early Iron Car Club as stipulated.

Respectfully submitted,



Jason Kabel