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January 17, 2018

Mayor & Council
Town of Fort Frances
320 Portage Avenue
Fort Frances, ON
P9A 3P9

RE: 7th ANNUAL INTERNATIONAL BOUNDARY WATERS DRAGON BOAT FESTIVAL (INCLUDING THE INTERNATIONAL TUG OF WAR) & CONTINUED MARINA USE

Dear Mayor and Council:

We respectfully request the on-going support from the Town of Fort Frances for the use of the marina for club purposes that enable us to provide free paddles to locals and tourists every Tuesday evening throughout the summer; to provide free paddling activities and water safety to classes from the High School and all children 12 to 17 years old; and to provide nationally certified coaching and water safety instruction to our local dragon boat teams and enthusiasts. We will continue to carry insurance through BFL Canada and name the Town of Fort Frances on the insurance and providing the annual certificate of insurance for all activities including our annual event to the Town, as we have to date; remaining excellent stewards of the marina and the marina grounds.

We would also respectfully request the following support from the Town of Fort Frances for the 7th Annual International Boundary Waters Dragon Boat Festival to be held on Saturday, June 30th, 2018:

1. Designate, in writing, the International Boundary Waters Dragon Boat Festival as a significant community festival and event;
2. Authorize the use of Town picnic tables and working with Public Works to arrange for their pick up, cleaning and return;
3. We request that the Town cover any charges associated with any festival permits that may be needed;

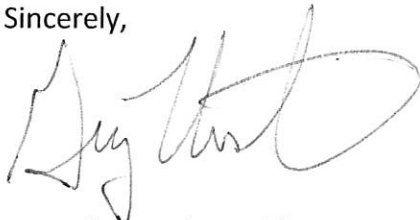
4. Allow for the road closure along the marina from the Hallet location to the Sorting Gap Marina building from 7:30 am to 5:00 pm on June 30th, 2018 and we will ensure that an emergency access lane is available;
5. Supply the International Boundary Waters Dragon Boat Festival with the necessary documents and signage to facilitate closing the road to accommodate the needed team and public participation areas from the Sorting Gap Marina Building to the Hallet location;
6. Allow the International Boundary Waters Dragon Boat Festival Committee to attach pennants, signs and banners to street light poles, fencing and other creative places with the assurance that no damage will be done to the infrastructure and the material will be promptly removed after the event;
7. Allow access for electrical power; and
8. Ensure extra garbage cans at the site, and a garbage pick-up the following Monday.

In 2018 we have also partnered with the Backus Community Center in International Falls to work collaboratively in order to feature the return of the International Tug of War at our festival following the scheduled Flower Ceremony and prior to the championship heats. In order for our IBWDB Foundation to host this event on the Canadian side of the river, we also have the additional requests of:

9. The use of the Tug of War rope used in prior years with the assistance of Public Works to deliver and pick up the rope from the Sorting Gap marina.
10. The donation to our organizers of any remaining shirts and/or gloves remaining from previous years' Tug of War;
11. Allow additional through traffic road closure from Minnie Avenue to the Sorting Gap Marina building from 12:00 pm to approximately 4:00 pm to allow for the Tug of War to take place in its usual location, which would include stretching the rope across the road and onto the green space between the Minnie Avenue corner and the closed Resolute scale and wood yard area.

Thank you for your consideration, and we look forward to discussing our requests in greater detail, with the opportunity to answer any questions from council, at a date chosen at your convenience. Please let us know when we are able to attend.

Sincerely,

A handwritten signature in black ink, appearing to read 'Greg Thorstad', written over a light blue horizontal line.

Greg Thorstad, President

Boundary Waters Dragon Boat Foundation