



**ADMINISTRATION & FINANCE DIVISION
TREASURY REPORT 2016/54**

TO: Mayor Avis & Members of Council
FROM: Laurie Witherspoon, Treasurer
DATE: June 8, 2016
SUBJECT: Fort Frances Canadian Bass Championship Requests

BACKGROUND

At the May 24, 2016 Council Meeting, the attached letter received from Fort Frances Canadian Bass Championship Inc (FFCBC) requesting support of their annual live release tournament was referred to the Administration & Finance Executive Committee for recommendation with input from the Planning & Development, Operation & Facilities and Committee Services Executive Committees.

FFCBC has requested in-kind services for the up coming live release tournament event planned for July 20 – 23, 2016. The requests that are to be considered by the Administration & Finance Executive Committee are as follows:

- Item 1. Designate, in writing, the “Fort Frances Canadian Bass Championship Live Release Tournament” as a significant Community Festival and event, and
- Item 3. Supply the FFCBC with the necessary documents to facilitate closing the road to accommodate the tent.

Attached are the reports and/or comments from the Operations & Facilities Executive Committee, Planning & Development Executive Committee and Community Services Executive Committee.

RECOMMENDATION

The Administration & Finance Executive Committee with input from all other divisions recommend that Council agree to Item 1) Designate the Fort Frances Canadian Bass Championship (FFCBC) Live Release Tournament as a significant Community Festival & Event; Co-ordinate through E. Slomke, Clerk and Item 3) Supply the necessary documents to facilitate closing the affected road to accommodate the tent for the event; Co-ordinate through E. Slomke, Clerk, and to accept the recommendations and/or comments received from the Community Services Executive Committee, Operations & Facilities Executive Committee and the Planning & Development Executive Committee as attached to this report . Further, that the responsible entity for the Fort Frances Canadian Bass Championship ensure adequate liability insurance for the waterfront event site until the take down of the event tent.

Council Approval of this Report Will Agree to the Administration & Finance Executive Committee recommendation to:

Item 1) Designate the Fort Frances Canadian Bass Championship (FFCBC) Live Release Tournament as a significant Community Festival & Event; Co-ordinate through E. Slomke, Clerk,

Item 2) The use of Memorial Sports Centre stage, tables, chairs and Town picnic tables – The FFCBC will arrange for pick-up and return; Co-ordinate through J. Kabel, Community Services Manager and T. McKinnon, Parks working Foreman,

Item 3) Supply the necessary documents to facilitate closing the affected road to accommodate the tent for the event; Co-ordinate through E. Slomke, Clerk,

Item 4) Use of the four barricades for the use at the Sorting Gap; Co-ordinate through M. Strachan, Transport Superintendent,

Item 5) Building Permit application (in-kind) for the erection of the tent; Co-ordinate through T. Rob, CBO,

Item 6) The Memorial Sports Centre will provide a list of vacant dock slips for tournament use; Co-ordinate through J. Kabel, Community Services Manager,

Item 7) Waive launch fees for tournament competitors and volunteers from July 20th to July 23rd. FFCBC will provide the Sorting Gap Marina staff with a list of tournament anglers and names of volunteers (spotters, catch & release and photography boats) who plan to launch there; Co-ordinate through J. Kabel, Community Services Manager,

Item 8) Authorize temporary installation of poles and flags on the concrete pylons and edges of the launch ramp and the removal of older FFCBC flags currently on the Marina docks that are in a state of disrepair; Co-ordinate through J. Kabel, Community Services Manager,

Item 9) Allow the FFCBC 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. The installation of banners, signs & pennants should not create a safety hazard to pedestrians walking or riding bikes along the waterfront walkways and motorists' sight lines or vision should not be obstructed when driving along Front Street. Ensure that the same method of attaching banners, signs & pennants to the streetlights poles as in 2015 is utilized in 2016.

Item 10) Provide the Director of Tournament Operations and the Director of Site & Facilities with a dock key; Co-ordinate through J. Kabel, Community Services Manager, and

The Town will assist in the set up & take down of the Main Event Tent - the O & F division workforce – 4 Public Works workers and 4 Parks workers will provide assistance in installing/removing the perimeter support pegs and installing/removing the large main tent poles. Each worker puts in approximately 12 hours providing assistance with installing/removing the main event tent.

Further, that the responsible entity for the Fort Frances Canadian Bass Championship Live Release Tournament ensure a minimum of \$5,000,000 commercial general liability insurance, name the Town of Fort Frances as an additional insured, and have Host Liquor Liability coverage if their event sells liquor & that certified Smart Serve bartenders are used for any liquor sales for their event planned to start on July 20th, 2016 through to the date the tent is taken down.