



Agenda Addendum  
Cornwall City Council

**Meeting #:** 2020-14  
**Date:** Monday, June 8, 2020, 7:00 PM  
**Location:** Cornwall Civic Complex, 100 Water Street East, Cornwall, Ontario, K6H 6G4, Salon B, Lower Level  
**Chair:** Bernadette Clement, Mayor  
**Prepared By:** Debbie Caskenette, Deputy Clerk

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Pages

**Consent and Correspondence**

**14.2** *Ribfest 2020 Use of Parking Lot at Cornwall Civic Complex, 2020-294-Corporate Services* 1

Action Recommended

That Council refer this request to Administration for a report.



**The Corporation of the City of Cornwall**  
**Regular Meeting of Council**  
**Report**

Department: Corporate Services  
Division: Clerk's Division  
Report Number: 2020-294-Corporate Services  
Prepared By: Manon Levesque, City Clerk  
Meeting Date: June 8, 2020  
Subject: Ribfest 2020 Use of Parking Lot at Cornwall Civic Complex

**Purpose**

To request permission for the use of the east parking lot at the Cornwall Civic Complex for a drive-through Ribfest event.

**Recommendation**

That Council refer this request to Administration for a report.

**Background / Discussion**

Optimist Club of Cornwall is requesting permission to use the east parking lot at the Cornwall Civic Complex for a drive-through Ribfest event from Friday, July 24 to 26, 2020. Setup would occur on July 23, 2020.

Document Title:	Ribfest 2020 Use of Parking Lot at Civic Complex - 2020-294-Corporate Services.docx
Attachments:	- Letter to City Clerk Ribfest 2020.docx
Final Approval Date:	Jun 5, 2020

This report and all of its attachments were approved and signed as outlined below:

**Geoffrey Clarke - Jun 4, 2020 - 4:14 PM**

**Maureen Adams - Jun 5, 2020 - 11:09 AM**

OPTIMIST CLUB OF CORNWALL  
P.O. BOX 794  
CORNWALL, ON K6H 5N7

June 4, 2020

Ms. Manon Levesque  
Office of the City Clerk  
340 Pitt Street  
Cornwall, ON K6H 5T7

Re: Optimist Club of Cornwall Ribfest 2020

Dear Ms. Levesque

The Optimist Club of Cornwall has developed a drive through style Ribfest for 2020 in an order to provide something to the residents in the area at this time when almost all events, festivals and gatherings have been cancelled. We feel that providing a portion of Ribfest will be better for the community and our organization than simply closing for the year. Our plan has been submitted to the EOHU and we are awaiting approval of the restaurant style setup. All efforts will be directed towards creating and maintaining a safe and responsible event for the public in these unprecedented times. We have taken steps to respect social distancing by having a setup that does not encourage the patron to exit their vehicle. Walk up traffic will be handled by having volunteers deliver the purchases to them.

The concept is based on a majority of orders being made online where there will be different options for payment to avoid the use of cash as much as possible. It is also our plan to try schedule pickups in an attempt to prevent significant traffic issues. The concept would involve using the east parking lot at the Civic Complex to arrange a drive up service booth where the order would be identified, then proceeding to the appropriate lane by the ribbers where the food would be handed to them in their vehicle. They would then proceed through a roadway marked off by traffic cones to the other areas where the remaining part of their orders can be fulfilled while at no time being required to exit their vehicle. They would then have to exit on to Water Street with no provision for parking.

We therefore request the use of the East parking lot at the Civic Complex along with using the north parking lots for traffic control by having entrance only from Water Street eastbound lane at the west entrance and exit only by the aquatic center.

We plan to set up on location at the Civic Complex beginning Thursday July 23, 2020 to ensure all equipment is operative and safe in conducting business from Friday July 24<sup>th</sup> to Sunday July 26, 2020.

Thanking you for your time in this matter.

Respectfully,

Terry Muir

President

Optimist Club of Cornwall