



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

Department: Planning, Development and Recreation
Division: Parks and Recreation
Report Number: 2020-322-Planning, Development and Recreation
Prepared By: James Fawthrop, Division Manager
Meeting Date: July 1, 2020
Subject: Ribfest 2020, Use of Parking Lot at Cornwall Civic Complex

Purpose

To report to Council on the request from the Optimist Club to use the parking lot at the Cornwall Civic Complex for Ribfest 2020.

Recommendation

That Council grant the Optimist Club permission to use the parking lot at the Cornwall Civic Complex for Ribfest 2020.

Financial Implications

The Optimist Club has been awarded a \$10,000 municipal grant through the City's Outside Agency Municipal Grant funding program for the hosting of the Ribfest 2020 event.

Background / Discussion

At the regular meeting of Council on June 8th, 2020, the Optimist Club submitted a request to Council seeking permission to use the parking lot at the Cornwall Civic Complex for Ribfest 2020. Council received the request and referred the matter to Administration for a report.



Administration met with the Optimist Club to understand and review the details of the proposal. Please find attached a sketch showing the proposed layout for the event using the Cornwall Civic Complex parking lot.

Administration does not have any objections to the proposed use of the Cornwall Civic Complex parking lot for Ribfest 2020 provided that the following conditions are met:

- That the Optimist Club obtain approval from the Eastern Ontario Health Unit to host the event;
- That a two-way traffic corridor is preserved through the east parking lot to allow for unimpeded access to and from Marina 200 throughout the duration of the event;
- That a designated area at the south end of the east parking lot be preserved as overflow parking for Marina 200 patrons;
- That a designated area of the parking lot be preserved for Cornwall Aquatic Centre patrons;
- That a designated area of the north parking lot be preserved for City staff and residents accessing the municipal offices at the Cornwall Civic Complex.

Description of the Ribfest 2020 proposed operation:

The Optimist Club proposes a “drive-thru” style configuration for Ribfest 2020 as a means of ensuring physical distancing among Ribfest patrons.

Event organizers propose to utilize a combination of online pre-ordering, designated spaces for ordering and vehicle waiting areas, designated spaces for pedestrian ordering and waiting areas. Patrons will be encouraged to pre-order online before arriving to help minimize the time spent onsite. For those that don't pre-order, volunteers will take orders through the vehicle windows, then move the vehicle to a designated waiting area. When the vehicle's order is ready for pick up, the vehicle will leave the designated waiting area and be permitted to proceed to the vendor area for pickup.

Administration supports the proposal to use the east parking lot for the vendors and the food pick up area as electrical and water services are readily available in this area.

Traffic Flow

Ribfest patrons will be directed to enter the property via the westerly entrance (Newsy Lalonde Way) off of Water Street. Volunteers will direct traffic to the



appropriate designated areas in the north parking lot to place their orders and wait for notice that their order is ready. Once a patron's order is ready, volunteers will direct the vehicle to the food vendor area in the east parking lot for pick up. Once they have picked up their food order, patrons will be directed to exit the premises through the easterly exit via the Water St./Sydney St. intersection. A corridor for two-way traffic will be designated through the east parking lot to allow for unimpeded access to and from Marina 200.

Ribfest patrons will not be permitted to exit their vehicles in the designated waiting areas and will be required to leave the premises once they have received their food order.

Event organizers also plan to establish a home delivery system using its volunteers to help reduce traffic volumes onsite and to allow local residents who don't have access to a vehicle to participate in the event.

Event organizers have also requested the use of Salons A and C to host a virtual concert that would be broadcast on Cogeco's Your TV. Administration have no objections to the proposed use of Salons A and C for this purpose provided that necessary measures are taken to ensure physical distancing of the various performers, Cogeco staff, and volunteers.

Document Title:	Ribfest 2020 Use of Parking Lot at Cornwall Civic Complex - 2020-322-PDR.docx
Attachments:	- Ribfest2020Layout.pdf
Final Approval Date:	Jun 16, 2020

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

James Fawthrop - Jun 16, 2020 - 4:38 PM

Mark A. Boileau - Jun 16, 2020 - 4:42 PM

Maureen Adams - Jun 16, 2020 - 7:40 PM