

MUNICIPALITY OF CHATHAM-KENT
COMMUNITY AND DEVELOPMENT SERVICES
COMMUNITY SERVICES – CULTURE & SPECIAL EVENTS

TO: Mayor and Members of Council

FROM: Janet Raddatz,
Manager, Culture and Special Events

DATE: January 31, 2008

SUBJECT: Proposed Concert, Chatham Municipal Airport

RECOMMENDATIONS

It is recommended that:

1. A “Rockstock” concert, to be held at the Chatham Municipal Airport on Saturday June 21, 2008, be approved and subsequently, that the Airport be closed on that date.
2. The collection of \$.25 for each concert ticket sold, up to a maximum of \$1,500, to cover costs of Airport and Public Works staff, be approved

BACKGROUND

Kennedy-Yorkridge Ventures is a newly formed Chatham-Kent company that is looking to bring a summer music concert to Chatham-Kent. Company representatives have networked with various experienced promoters to assist and advise on concert events. They now wish to hold a concert in the Chatham area on June 21, 2008.

The event organizers expect to attract 6,000-10,000 people to the proposed concert, which would feature an act or combination of acts such as, “Finger Eleven”, “Sloan”, “Matthew Good Band”, etc. Local bands are also anticipated to be featured. Marketing efforts are expected to be concentrated both inside and outside of Chatham-Kent, since the event organizers wish to attract both residents and tourists to the concert. If successful in attracting tourists, the concert would have a positive economic impact for Chatham-Kent. Based on 2005 Ministry of Tourism Regional Tourism profiles, the average overnight domestic visitor spends \$95 per person per night.

COMMENTS

As this is a significant and unique event, the event organizer met with a variety of representatives on December 14, 2007 including:

- Manager, Culture and Special Events
- Special Events Assistant
- Inspector, Fire Services
- District Sergeant, Chatham, Police Services
- Sergeant, Police Services Traffic Section
- Director, Public Works South
- Licensing Assistant
- Public Health Inspector
- Engineering Technician
- Inspector, Liquor Enforcement Branch, Alcohol & Gaming Commission of Ontario

At this meeting the event organizer proposed two potential locations for the concert: Thames Grove Conservation Area or the Chatham Airport. Police Services noted that Thames Grove is not a suitable venue due to public safety issues. The entire south shore has a natural barrier of the river, which prohibits emergency access. Access from the remaining entry points is not readily accessible and presents a problem when medium sized events (fewer than 6,000 people) occur on-site. The Chatham Airport was therefore considered the only feasible location if the event organizer wished to remain on municipal property.

A second meeting was held at the Chatham Municipal Airport on January 16, 2008. The following representatives attended that meeting:

- Special Events Assistant
- Manager, Chatham Municipal Airport
- Director, Public Works South
- Inspector, Fire Services
- District Sgt, Ridgetown/Blenheim/Thamesville/Bothwell, Police Services
- Constable, Police Services

The summarized list of concerns and resolutions are found in Attachment A. When the concerns are appropriately addressed, there would be no objections by the Agencies/ Municipal departments whose members attended the meeting, and the event could be held.

The Director, Public Works South has confirmed with Nav Canada that there are no restrictions closing a Municipal Airport if Council agrees to close the airport for the event.

Sontair operates the airport for the Municipality and is in agreement with the proposed one-day closure. There would be no loss of revenue for the Saturday. Only private

user groups would be affected by the closure; they would be unable to take recreational flights.

If Council approves, Public Works / Airport staff will notify all user groups, well in advance of the date, that the airport will be completely closed.

Since Airport and Public Works staff will need to be on-site during and after the event to ensure the facility is maintained and returned to its pre-event condition, it is recommended that the event organizer will pay the Municipality \$.25 for each ticket sold up to a maximum of \$1,500 to cover the staff costs.

COMMUNITY STRATEGIC PLAN

The recommendations in this report supports the following objectives and strategic directions:

B: Economy – We are a prosperous community.

B1: Promote and market Chatham-Kent.

B2: Make Chatham-Kent a business-friendly community and a desirable leisure destination.

D: Culture – We are a cultural community.

D1: Celebrate and support heritage, arts, and cultural events and programs.

D2: Protect and promote heritage, arts, and cultural areas and resources.

Desired Outcomes/Proposed Activities

- Develop leisure/cultural venues that support community and business attraction activities.
- Increase tourist dollars and total time spent in Chatham-Kent by a measurable percentage.
- Develop Chatham-Kent as the business and leisure destination of choice in Ontario.
- Develop a comprehensive inventory of heritage, arts, and cultural organizations, facilities, sites and landscapes.
- Increase participation in heritage, arts, and cultural events and activities.
- Increase the number of visitors to cultural festivals.
- Increase attention and support paid to heritage, arts, and cultural endeavours by government, business, and industry.
- Support heritage, arts, and culture to make Chatham-Kent a more diverse and creative place in which to live.

The recommendations in this report will not adversely impact on the remainder of the Community Strategic Plan.

CONSULTATION

The representatives listed in this report, who attended December 14, 2007 and January 16, 2008 meetings, have reviewed the report and support the event, so long as the concerns outlined in the report are appropriately addressed by the event organizer and an event application is submitted through the Special Events Policies and Procedures Manual.

The Director, Public Works South was consulted with regard to this matter and confirmed that Council approval is required in order to close the airport for this event.

The Coordinator, Emergency Medical Services was consulted and has no objections to the event; provided the event organizer engages/commissions an organization that can provide qualified first aid treatment during the event.

Legal Services was consulted with regard to the level of liability coverage required for an event of this size. They have confirmed that a certificate of insurance, in the amount of \$2 million per incident, naming The Corporation of the Municipality of Chatham-Kent as an additional insured is sufficient.

A Budget and Performance Analyst, Budget & Performance Services, reviewed the Financial Implications and agrees with the information contained in that section.

The event organizer has reviewed this report and agrees with the recommendations.

FINANCIAL IMPLICATIONS

All municipal costs will be recovered from the event organizer. Public Works has noted that a refundable damage deposit, in the amount of \$5,000, will be required from the event organizer as well as a commitment that any damage above and beyond that dollar amount would be paid for by the event organizer.

Since Airport and Public Works staff will need to be on-site during and after the event to ensure the facility is maintained and returned to its pre-event condition, the event organizer will pay the Municipality \$.25 for each ticket sold, up to a maximum of \$1,500, to cover the staff costs.

Sontair operates the airport for the Municipality. They have confirmed that there would be no loss of revenue due to closing the airport for one day.

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Reviewed by:

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Matthew Keech, Licensing Assistant
Dave McIntosh, Public Health Inspector
Marion Smith, Manager, Chatham Municipal Airport
Sgt Steve Misik, Dst Sgt, Ridgetown/Blenheim/Thamesville/Bothwell, Police Services
Constable Ken Muir, Police Services.
Paul Pomajba, Sergeant, Police Services Traffic Section
Kevin Holman, Inspector, Liquor Enforcement Branch, Alcohol & Gaming Commission of Ontario.
Lachlan Kennedy, Event Organizer, Kennedy-Yorkridge Ventures

Attachment: A – Summarized List of Concerns and Resolutions

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Summarized List of Concerns and Resolutions

The event organizer met with a variety of representatives on December 14, 2007 and January 16, 2008. The following is a summarized list of concerns and resolutions from these two meetings:

1. Alcohol & Gaming Commission of Ontario: Must approve any licensed alcohol area that will exceed 500 people. Staff from the Commission noted the need to sell designated "licensed area" tickets and "all ages" tickets, rather than selling general admission tickets for the event. As the event organizer stated that a local non-profit organization has expressed interest in running the licensed area, a meeting must take place between the non-profit organization, the event organizer, and the Alcohol & Gaming Commission to confirm details.
2. Fire Services: Will need to calculate, in advance, the attendance numbers allowed in both the licensed and all-ages areas based on the size of the area. The number of people at the event will determine the number of exits that are required in the fencing and the size of the exit spaces. Further, performers will require emergency exits separate from the general public. A 120 foot perimeter around the jet fuel area must be maintained for emergency vehicle access at all times.
3. Police Services: No liquids or coolers may be brought in from off-site. The event organizer should consult with police before hiring any private security company. The request for paid duty officers must be sent in at least 2 months in advance. Logistics and communication at the event will need to be discussed with Police Services at a subsequent meeting at least two months in advance of the event. Police Services is recommending that parking be located on the same side of the road as the event. In the case that there is insufficient parking in the primary area, Police Services recommends that the event organizer prepare a secondary parking area. (Note: the event organizer has since stated that farm land has been leased adjacent to the airport for additional parking) Police Services will review all traffic and parking plans in advance.
4. Public Works: Parking is not feasible on the airport runway since there are very expensive lights located on the ground. Limited parking around the runway will be allowed. 35 - TC54 traffic barrels must be placed on both sides of the taxi-way lights, along the turn to the east and along the few lights to the west, in order to protect the runways. One-way access to parking by the jet fuel area will be allowed. If there is any rain on the day of the event there will be no parking allowed on the property. There are 3 new hangers in the airport and they will need to be protected with private security to ensure that they are safe. Public Works will consider applying a dust suppressant (at the event organizer's cost) to the peripheral roads due to the increased traffic caused by the event. A refundable damage

- deposit in the amount of \$5,000 will be required and any damage above and beyond that would be paid for by the event organizer. Since Airport and Public Works staff will need to be on-site during and after the event to ensure the facility is maintained and returned to its pre-event condition, the event organizer will pay the Municipality \$.25 for each ticket sold up to a maximum of \$1,500 to cover the staff costs. As with all special events, the event organizer must obtain and provide proof of coverage, by way of a Certificate of Insurance of public liability and property damage insurance, in the amount of \$2 million per incident, naming the Corporation of the Municipality of Chatham-Kent as an additional insured for the special event.
5. Public Health: The appropriate number of portable toilets and wash basins will need to be brought on-site as outlined in the Special Events Policies and Procedures Manual. The Health Unit will also need a list of the food vendors to be submitted with the Special Events application, prior to the event. Lastly, Public Health stated that portable water will need to be run via a hose from the airport's water supply for proper handwashing and cleaning.
 6. Building Enforcement and Licensing Services: No smoking signs must be posted by the event organizer under any tents that have seating. All tents will require a building permit and through the permit process a building inspector will be checking to ensure they are structurally sound, fire rated, and located in an appropriate spot. The event organizer must provide a sketch of the location showing the number and size of tents to be set up. Also, Building Enforcement and Licensing Services would need to know where the tents are being rented from so that structural drawings could be obtained. Vendors (food, clothing, etc.) will need to be licensed. Licensing can provide a list of properly licensed food vendors to the event organizer. Any charities which may be planning on doing raffles at the event must be properly licensed.
 7. Infrastructure and Engineering: The event organizer will need enough clearance in between the road and the fence (7 meters; 10 meters at the corner). In addition, the parking calculations from the Dec 2007 meeting submitted by the event organizer do not appear to be accurate. The event organizer must contact Infrastructure and Engineering in advance to ensure calculations are accurate.
 8. EMS (for Ambulance Services): Will require the event organizer to engage/commission an organization that can provide qualified first aid treatment during the event.
 9. The event organizer must submit detailed plans to the Alcohol & Gaming Commission, Police Services, Fire Services, Emergency Medical Services and Public Works so that these plans can be approved by each individual

Department, before the event can be given final approval through the Special Events Policies and Procedures Manual.

10. As this is a large event that is expected to occur annually, a debriefing meeting will be organized by the Special Events Assistant within two months following the event.

When the concerns are appropriately addressed, there would be no objections by the Agencies/ Municipal departments whose members attended the meeting, and the event could be held.