

# Memorandum

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Date: October 18, 2019  
Submitted by: Community Services – Cultural Services Division  
Subject: Delegation Response – Rotary Club of Port Moody Regarding Ribfest

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At the October 15, 2019 Special Council (Committee of the Whole) meeting, Council received a delegation from the Rotary Club of Port Moody regarding Ribfest. 2019 was the final year of a three-year funding agreement between the Rotary Club and the City, with an annual value of \$35,000. The Rotary Club thanked Council for their continued support and requested to enter into another three-year funding agreement with the same annual funding value of \$35,000.

The \$35,000 grant is used to support the event in three key areas:

- \$12,400 – staff support for site maintenance and repairs during and after the event, as well as supporting the waste management plan;
- \$6,800 – police support during the event; and
- \$15,800 – site support through the rental and servicing of toilets, rental of grey water management system, waste bin rentals, and removal of waste from the site.

Ribfest has proven to be a very popular event and appears to draw larger crowds each year. In 2019, staff worked with the Rotary Club to introduce a sixth Ribber and a vegetarian/vegan rib option to the event in order to better serve attendees. An event of this size does pose challenges for the park, and wear and tear to the park is expected. Staff and the Rotary Club continue to develop ideas and solutions to minimize the expected wear and tear, and to minimize the potential for accidental damage to the park. Staff have no concerns with the continuation of this event.

In addressing the Port Moody Rotary Club's request, Council may choose to:

- support the request by entering into another three-year funding agreement at \$35,000 per year (the multi-year funding agreement template is attached for reference);
- enter into another multi-year funding agreement for a term other than three years at \$35,000 per year;
- enter into a multi-year funding agreement for a specific term and value as determined by Council;
- approve support for 2020 only, with a value determined by Council; or
- not support Ribfest through the Festival and Special Event Assistance Program.

***Council direction is requested.***

Attachment(s)

1. Delegation Request – Rotary Club of Port Moody.
2. Festival and Special Event Assistance Program Agreement.

## Report Approval Details

Document Title:	Port Moody Rotary Delegation Response Regarding Ribfest.docx
Attachments:	- Attachment 1 - Delegation Request - Rotary Club of Port Moody.pdf - Attachment 2- Special_Event_and_Festival_Grant_of_Assistance_Agreement.docx
Final Approval Date:	Nov 19, 2019

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

**Lesley Douglas, General Manager of Environment and Parks - Nov 18, 2019 - 9:28 AM**

**Rosemary Lodge, Manager of Communications and Engagement - Nov 18, 2019 - 10:50 AM**

**Paul Rockwood, General Manager of Finance and Technology - Nov 18, 2019 - 1:43 PM**

**Kate Zanon, General Manager of Community Services - Nov 18, 2019 - 4:27 PM**

**Tim Savoie, City Manager - Nov 19, 2019 - 10:00 AM**