



Staff Report

Report Title: Lucknow Kinsmen Request

Prepared By: John Yungblut

Department: Public Works

Date: May. 1, 2023

Report Number: PW-2023-05-26

File Number: C11 PW 23

Copy to: D06 MIT 23

Attachments: MITF Letter, Super Pull Letter

Recommendation:

THAT the Township of Huron-Kinloss Committee of the Whole hereby receives Report Number PW2023-05-26 prepared by John Yungblut, Director of Public Works, AND FURTHER THAT Council provide direction to Staff regarding the support requests.

Background:

Dungannon Super Pull and Demo Derby

Township staff received the attached letter from the Lucknow Kinsmen requesting a donation in kind from the Township for the 2023 Dungannon Super Pull and Demo Derby with the follow requests:

1. Temporary closure of Walter St. and Washington St. in Lucknow from June 16th-17th
2. 2,000m³ of surplus clay that is currently stockpiled at the Ripley Industrial Park
3. Three tandem dump trucks to haul garbage to the Huron Landfill
4. Four road closed barricades
5. The use of one of the two portable generators owned by the Township.
6. Additional street lighting on Campbell St. at the Walter St. and Washington St. intersections
7. Designation of the Lucknow & District Sports Complex as an emergency shelter from June 16th to June 17th
8. Showers available at the Lucknow & District Sports Complex on June 17th from 9am-1pm

9. Gravel road grading on the event grounds (Graceland)
10. Waived tipping fees at the Huron Landfill

Music in the Fields

Township staff received the attached email from the Lucknow Kinsmen requesting a donation in kind from the Township for the 2023 Music in the Fields Event:

11. The temporary closure of Walter St. and Washington St. in Lucknow from Aug. 23rd-27th, including barricades
12. The use of one of the two portable generators owned by the Township.
13. Grading and dust control of the event grounds (Graceland).
14. Four tandem axle dump trucks to haul garbage to the Huron Landfill
15. Four Township staff to operate the dump trucks
16. Waived tipping fees at the Huron Landfill
17. Large item removal throughout the weekend (as needed)

Discussion:

Dungannon Super Pull and Demo Durby

Items 1, 3, 4, 5 and 9 are similar to the requests for the Music in the Field as long as we are able to provide sufficient staff to operate the dump trucks. Township staff do not see an issue with providing item 2 as well.

Township staff estimate the 2023 Super Pull donation value to be as follows:

Description	Cost
Dust control	\$5,300
Grading	\$500
Garbage trucking	\$3,000
Tipping fees	\$600
Landfill staff extra hours	\$250
Total	\$9,650

The Township does not have a rental rate for our generator and we have not established a value for the surplus material at the Ripley Industrial Park. We expect to have more than 2,000m³ of surplus material remaining once development is complete, so there is a low probability that fill will need to be imported if this amount is provided to this event. The Kinsmen will be responsible for the cost of loading and hauling the fill material.

Item 6 is not in the 2023 Capital Budget and Township staff have not investigated the scope of work required to install additional street lighting at these intersections. We recommend bringing this forward during 2024 budget deliberations.

Item 7 is included in the event safety plan and item 8 will need to be approved by the Lucknow Recreation Department.

Music in the Fields

All the requests received are consistent with what Township staff have provided in previous years. The only variance is the Township has only been able to provide three operators instead of the four requested, which hasn't been an issue in the past.

Upon subsequent conversations with the Kinsmen, it is unlikely that item 13 will be necessary for Music in the Fields. If grading and a second application of dust control is necessary, Township staff recommend requesting that the Kinsmen cover those expenses because it is not in our 2023 operating budget.

Based on the assistance provided in previous years, Township staff have calculated the estimated donation value for the 2023 Music in the Field event as follows:

Description	Cost
Garbage trucking	\$5,600
Tipping fees	\$1,300
Landfill staff extra hours	\$350
Total	\$7,250

These costs do not include the cost of the generator because Township staff have not established a rental rate for these units. Fuel is the responsibility of the Kinsmen.

The Kinsmen has also been informed that the Township cannot guarantee that qualified staff will be available to operate the dump trucks and they will be given sufficient notice if they need to find alternate arrangements.

Surplus Clay Intended Use

Upon receiving the written request for the Township to supply surplus clay to the Tractor Pull Event, Staff reached out to clarify the intended use and location. On Wednesday the 26th of April, Staff met with representatives from the Kinsmen Tractor Pull and Music in the Fields committee to clarify amongst all stakeholders, the exact placement of the "Pull Track" where the clay was intended to be deposited.

While it was determined that organizers of both events were in approval of the location the Kinsmen have selected, Staff recognized that the location selected is entirely within the rail allowance. Further information supplied, including engineer's drawings and a detailed overhead map further clarified that the intention of the Kinsmen is to remove and replace the existing walking trail to facilitate the building of the "Pull Track".

The proposed drawings are attached to this report. Kinsmen representatives have confirmed that they are now requesting *the Kinsmen be permitted to remove and*

rebuild the 12 foot walking path, with "Tractor Pull" areas, created with the requested surplus clay, abutting the trail on both sides.

In December of 2022, the Kinsmen presented a proposal to Council and requested an easement to permit tractors to drive on the rail trail walkway to return to the staging area after their competition. In further discussions with the club, it was determined that a licensing agreement for use of the rail trail walkway during the event would cover that request. In creating the licensing agreement, Staff determined that all the unopened road allowances on the property (map attached) should be included within the agreement, to restrict public access to those areas during Kinsmen events.

Staff believe that due to a misunderstanding in the actual width of the rail trail parcel of land has led to the miscommunication between Staff and the organizers as to where the "pull track" will be located. Staff understood based on the information provided, including the presentation to Council, that the pull track was to be developed entirely on Kinsmen property, to either side of the rail trail allowance. The rail trail property width greatly exceeds the 12-foot walking path, and this may have contributed to a misunderstanding on where the pull track could be located. The Kinsmen have confirmed that moving the pull track exclusively to the Kinsmen property would interfere with the Music in the Fields event.

Staff considered the request, and do not object to the proposal, provided that Staff concerns can be addressed satisfactorily. The majority of concerns could be addressed through a licensing agreement which would permit exclusive use of the rail trail and other road allowances on the property during events. However, Staff would also like to ensure that the 12 foot walking path is restored to original or better shape, and that it is graded to a standard approved by the Director of Public Works to ensure proper drainage. Other concerns to be addressed by the agreement include, a requirement to restore the grounds to original or better condition should the "Pull Tracks" no longer be used for events, safety requirements to prevent injury in ditched areas, and maintenance requirements throughout the year.

Summary

Should Council wish to approve any of the requests contained within this report, Staff are providing the following motions for consideration:

- 1) THAT Council approve the temporary closure of Walter St. and Washington St. in Lucknow on June 16, 17 and August 23-27, 2023, and provide road closed barricades as required. (items 1,4 and 11 above)
- 2) THAT Council approve in-kind support for the use of available trucks and staff for the purpose of garbage removal (maximum of three);
AND FURTHER THAT landfill tipping fees be waived at the Huron Landfill for waste generated at the events. (items #3,10,14,15 and 16 above)
- 3) THAT Council approve the use of two portable generators during the events, (excepting should a Township need emerge prior to or during the event);

AND FURTHER THAT for clarity the fuel costs associated with generator use shall be the responsibility of the Kinsmen organization. (items #5 and 12 above)

- 4) THAT Council approve in-kind support of gravel road grading on the event grounds at Graceland be provided using Township staff and resources, prior to the Derby/Tractor Pull Event;

AND FURTHER THAT for clarity any further grading or dust control required for additional events at the Graceland site shall be the responsibility and at the cost of the event organizers. (items # 9 and 13 above)

- 5) THAT the request for additional lighting on Campbell St. at the Walter St and Washington St intersections be considered in future Council budget deliberations (item #6 above)
- 6) That requests for the Lucknow and District Sports Complex be referred to the required approval authorities. (items # 7 and 8)
- 7) THAT Council authorize the Clerk and Chief Administrative Officer to prepare and execute a licensing agreement with the Lucknow Kinsmen to permit the re-construction of the rail trail property, and use of the rail trail for approved special events as outlined in Report PW-2023-05-26;

AND FURTHER THAT for the purpose of this construction and subject to the signing of a licensing agreement and the Lucknow Kinsmen organization meeting of any other requirements to the satisfaction of Staff related to the construction, that Council approve providing to the Lucknow Kinsmen at no cost up to 2,000 m³ of surplus clay only;

AND FURTHER THAT for clarification the cost of loading and hauling the fill material be borne by the Lucknow Kinsmen (item #2 above).

Financial Impacts:

The 2023 Operating Budget has allocated approximately \$12,000 for Music in the Fields assistance. Assistance with the Super Pull event will need to be covered by savings elsewhere in the operating budget.

Strategic Alignment / Link:

We are an accessible community that offers opportunities for everyone by ensuring people have a place to live and by being open and transparent.

Respectfully Submitted By:

John Yungblut, Director of Public Works

Approved By:

Mary Rose Walden, Chief Administrative Officer