

**REPORT NO. 283 of the  
SOCIAL DEVELOPMENT,  
HEALTH & CULTURE STANDING COMMITTEE**  
of its meeting held March 4, 2015

---

**Present:**                               **Councillor Ed Sleiman, Chair**  
   **Councillor Paul Borrelli**  
   **Councillor Rino Bortolin**  
   **Councillor John Elliott**  
   **Councillor Jo-Anne Gignac**

That the following recommendation of the Social Development, Health and Culture Standing Committee **BE APPROVED** as follows:

Moved by Councillor Bortolin, seconded by Councillor Borelli,

**THAT** the request from the Canadian Cancer Society to host the Relay For Life at the Riverfront Festival Plaza and the Riverfront Civic Terrace on June 5 and June 6, 2015 **BE APPROVED**; and further

**THAT** the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign the agreement satisfactory in form to the City Solicitor, in financial contact to the Chief Financial Officer and City Treasurer, and in technical content to the Executive Director of Recreation and Culture.

Carried.

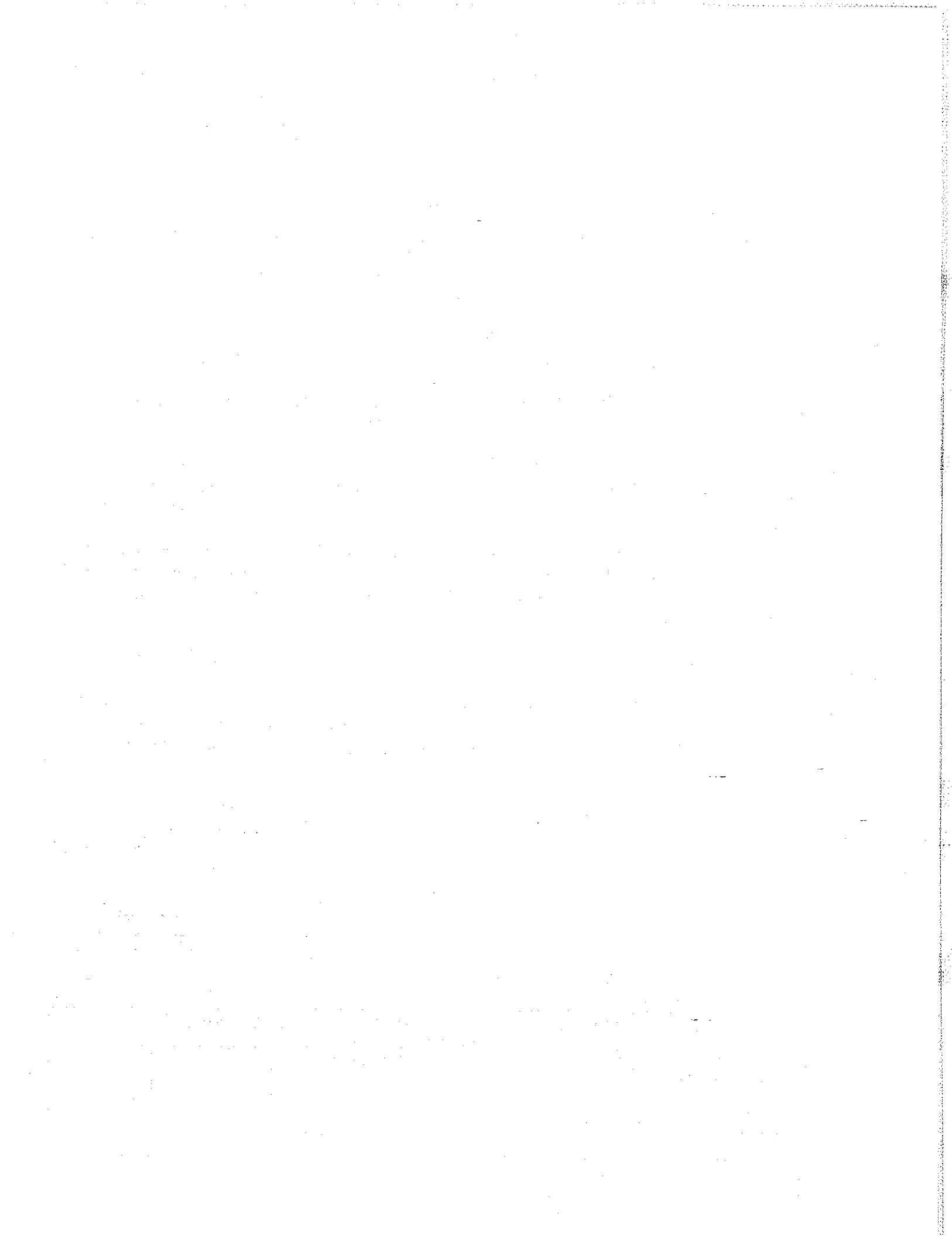
**Livelinek 17571 SR/12126**

Clerk's Note: The report authored by the Coordinator of Special Events, Recreation and Culture dated February 11, 2015 entitled "*Relay for Life 2015 Canadian Cancer Society June 6, 2015 Riverfront Festival Plaza and Riverfront Civic Terrace*" is attached as background information.

  
\_\_\_\_\_  
CHAIRPERSON

  
\_\_\_\_\_  
DEPUTY CLERK

<b>NOTIFICATION :</b>				
Name	Address	Email Address	Telephone	FAX
Judy Lund		<a href="mailto:jlund@ontario.cancer.ca">jlund@ontario.cancer.ca</a>		
Mike Holdsworth, President, Downtown Residents Association Windsor		<a href="mailto:mholdsworth@gmail.com">mholdsworth@gmail.com</a>		
Downtown Windsor BIA		<a href="mailto:debi@indabamarketing.com">debi@indabamarketing.com</a>		



**THE CORPORATION OF THE CITY OF WINDSOR**  
**Social Development, Health and Culture Standing Committee-**  
**Administrative Report**

**MISSION STATEMENT:**

*"Our City is built on relationships – between citizens and their government, businesses and public institutions, city and region – all interconnected, mutually supportive, and focused on the brightest future we can create together."*

<b>LiveLink REPORT #: 17571 SR/12126</b>	<b>Report Date: February 11, 2015</b>
<b>Author's Name: Mike Taylor</b>	<b>Date to Standing Committee: March 4, 2015</b>
<b>Author's Phone: 519 253-2300 ext. 2716</b>	<b>Classification #:</b>
<b>Author's E-mail: mtaylor@city.windsor.on.ca</b>	

**To: Social Development, Health and Culture Standing Committee**

**Subject: Relay for Life 2015  
Canadian Cancer Society  
June 6, 2015  
Riverfront Festival Plaza and Riverfront Civic Terrace**

P&amp;R 15-11

**1. RECOMMENDATION: City Wide: \_\_\_\_\_ Ward(s): 3**

THAT the request from the Canadian Cancer Society to host the Relay For Life at the Riverfront Festival Plaza and the Riverfront Civic Terrace on June 5 and June 6, 2015 **BE APPROVED**

**AND** further, that the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign the agreement satisfactory in form to the City Solicitor, in financial contact to the Chief Financial Officer and City Treasurer, and in technical content to the Executive Director of Recreation and Culture

**EXECUTIVE SUMMARY:**

N/A

**2. BACKGROUND:**

Relay For Life is the Canadian Cancer Society's signature event, happening across the country during the month of June (and in fact across the world). Relay For Life events have been occurring in Ontario for the past 17 years, and specifically in Windsor & Essex County for the past 14 years. For the 2015 event, the Canadian Cancer Society would like to relocate the event to Festival Plaza, which offers a venue that can accommodate their structural and operational needs to host the event. Move in for the event will take place on Friday, June 5, 2015. The event will take place on Saturday, June 6, 2015 from 2:00 pm – 11:00 pm. The event will vacate the venue by Monday, June 8, 2015

3. **DISCUSSION:**

This event involves teams of people walking as a fundraiser for Canadian Cancer Society funded cancer research and is their largest annual signature event. Food and music presented on the stage entertain the participants and their guests. This will be an alcohol free event, as per their provincial and national guidelines, and is considered a family oriented event.

4. **RISK ANALYSIS:**

As part of their agreement with the City, the event organizers are required to develop a security plan and consult with Windsor Police Services, Windsor Fire and Rescue to maximize safety for those attending the event.

5. **FINANCIAL MATTERS:**

The applicant is confirmed to be either a current or previous customer of The Corporation of the City of Windsor. The applicant has no outstanding payments beyond 30 days owing to the City arising out of previous or earlier requests for special event permission or approvals. The client will be required to pay appropriate fees as per the approved 2015 Schedule of Fees.

6. **CONSULTATIONS:**

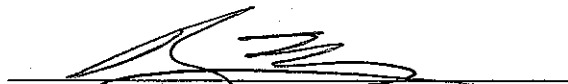
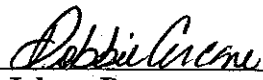
SERT (Special Events Resource Team). E-mail notification was sent to Chief Financial Officer and City Treasurer; City Solicitor; Executive Director of Parks and Facilities; Chief Building Official; License Commissioner; Risk Management Supervisor; Executive Director of Operations, City Engineer, and Ward Councillor; representatives from the Downtown Windsor Business Improvement Association; representative from the Downtown Residents Association.

7. **CONCLUSION:**

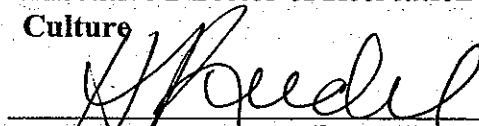
The City of Windsor recognizes the importance of special events and festivals in enhancing the quality of life, tourism, culture, recreation, and education, all of which would not be possible without the invaluable services of volunteers, community groups, and sponsors that add their support and skills to enhancing the community events.



Mike Taylor  
Coordinator of Community Special Events  
Services

  
Jan Wilson *per Jan Wilson*  
Executive Director of Recreation and  
Culture

*for* Jelena Payne  
Community Development and Health  
Commissioner and Corporate Leader  
Social Development, Health, Recreation,  
and Culture

  
Helga Reidel  
Chief Administrative Officer

MT/

**APPENDICES:****DEPARTMENTS/OTHERS CONSULTED:**

Name:

Phone #: 519 ext.

**NOTIFICATION :**

Name	Address	Email Address	Telephone	FAX
Judy Lund	#2-3201 Marentette Ave Windsor, ON N8X 4G3	JLund@ONTARIO.CANCER.CA	519-254-5116	519-254-4809
Mike Holdsworth, President Downtown Residents Association Windsor		<a href="mailto:mholdsworth@gmail.com">mholdsworth@gmail.com</a>	519.253.4567	
Downtown Windsor Business Improvement Association c/o Debi Croucher	419 Pelissier Street Windsor, ON N9A 4L2	<a href="mailto:debi@indabamarketing.com">debi@indabamarketing.com</a>	519.252.5723	
SERT				
Ward Councillor Rino Bortolin				

