

	THE CORPORATION OF THE TOWN OF COBOURG
	Canadian Fire Fighters Museum Memorial Arena Meeting Notes
	Tuesday May 23, 2023 2:00 PM Memorial Arena

1. Update on the Cost of Installing a New Truck Entry
 Received a second quote that is more reasonable. CFFM will have to provide the drawings. Potentially looking at a new location for the entry.
 CFFM would like to meet with the Building Department to go over what they will need. They would like the Town to waive fees as this will be an improvement to a Town building. Director Geerts advised this would require Council approval.

CFFM wants total flexibility on who they hire. Director Geerts confirmed that there is no requirement to follow the Town Purchasing Policy.

2. Using the Arena for a CFFM Fall Fundraiser (Weekend Event)
 Request will be included in Staff Report.
 CFFM wants to follow a winning formula for Fundraising such as the Northumberland Hills Hospital Foundation. They have been in contact with Rhonda Cunningham, Foundation President and CEO.
3. Storage of Artifacts, Trucks etc.
 Discussed non-exclusive use which will be included in the Staff report to Council.
4. Confirming Messages to Council
 Michelle will present as a delegation on June 5.
 Director Geerts has started the staff report to council for June 5.
 Recommendation:

THAT Council receive this report for information purposes,

FURTHER THAT Council extends its thanks to the Canadian Fire Fighter's Museum for choosing Cobourg as their new location,

FURTHER THAT Council approves the non-exclusive temporary use (up to 12 months) of the Memorial Arena by the Canadian Fire Fighter's Museum for in-depth non-destructive engineering and architectural work for the purposes of determining detailed plans for museum development, and

FURTHER THAT Council approves the non-exclusive temporary use (up to 12 months) of the Memorial Arena by the Canadian Fire Fighter's Museum for fundraising meetings, tours, and activities for the purpose of generating funds to finance future lease-hold improvements for the site.

5. Mapping Steps to Get CFFM into the Arena including Due Diligence and Draft MOU

Discussed a transition document which could be as simple as a letter to allow CFFM access to the building and to store items.

A request for non-exclusive temporary use will be included in the staff report.

6. General Discussion

We will continue to meet monthly.

7. Next Meeting

June 27, 2023