



Subject: Annual Lighted Santa Claus Parade

To: Council

From: Corporate Services Department

Report Number: 2023-202

Meeting Date: November 14, 2023

Recommendation:

That Corporate Services Department Report 2023-202 be received; and

That the proposed road closures and parking restrictions provided in Appendix B – Proposed Santa Claus Parade Route for the purposes of the Port Colborne Lighted Santa Claus Parade be approved.

Purpose:

The purpose of this report is to recommend road closures and parking restrictions for the management and control of vehicular traffic for the purposes of the annual lighted Santa Claus Parade (“the parade”) in Port Colborne. Staff are recommending a slight alteration to the traditional parade route due to logistical concerns that will be discussed within this report. The road closures and parking restrictions being proposed will facilitate the parade movement, help manage traffic, and will allow for the safe passage of pedestrians through the event area.

Background:

The parade takes place on the first Saturday in December each year. This year, the parade will take place on Saturday, December 2, 2023, at 6:30pm. Staging of floats will begin at 4:00 p.m. in the area identified in the Appendices.

Recreation staff have identified logistical issues with the traditional parade route (Appendix “A”). This parade route blocks access in and out of Portal Village Retirement Community at Steele Street. There is no alternate entrance or exit into the facility. This parade route also restricts traffic travelling southbound or northbound on Steele Street to access the north or south part of the city. The only option for someone located south

of Clarence Street to travel north of the parade route is to detour to Highway 3 and use Cement Road and vice versa. In previous years, this detour has resulted in traffic congestion on Steele Street and vehicles driving onto the parade route to avoid having to detour.

To solve this issue, Recreation staff have proposed an alternate parade route (Appendix “B”) that is similar to the previous parade route but minimizes traffic congestion issues and maintains unimpeded access to the Portal Village facility.

Discussion:

To facilitate this year’s parade, staff recommend temporary road closures and parking restrictions on Saturday, December 2, 2023, from 4:00 p.m. until 9:00 p.m., for the purpose of staging parade floats, as follows:

- Fielden Avenue, from the southern limit of Killaly Street to the southern limit of Elgin Street;
- Elgin Street, from the eastern limit of Steele Street to the Western limit of Elm Street; and
- Fielden Avenue, at the western limit of Delhi Street.

This request will provide parade marshals a safe and orderly area for parade floats to assemble prior to the start of the parade.

In addition, staff recommend the following areas be closed to vehicular traffic and street parking on Saturday, December 2, 2023, from 5:00 p.m. until 9:00 p.m., to provide for safe viewing areas from boulevards/sidewalks and to ensure floats can move freely throughout the route and disperse at the end, as follows:

- Fielden Avenue, from the southern limit of Elgin Street to the southern limit of Clarence Street;
- Clarence Street, from the western limit of Fielden Avenue to the eastern limit of West Street;
- West Street, from the northern limit of Clarence Street to the southern limit of Charlotte Street; and
- Charlotte Street, from the eastern limit of Catharine Street to the eastern limit of West Street.

The City’s Public Works department will block off all parking stalls with pylons and provide waste receptacles along the parade route prior to the commencement of the parade. By-law Enforcement staff will enforce the provisions established within the approved parade route during the time of the traffic and parking restrictions. Further, staff recommend temporary (barricaded) road closures to restrict vehicular traffic at intersections throughout the route, as follows:

- North intersection of Fielden Avenue and Elgin Street;
- West intersection of Fielden Avenue and Carter Street;
- East intersection of Fielden Avenue and Princess Street;
- West intersection of Fielden Avenue and Park Street;
- West and south intersections of Fielden Avenue and Clarence Street;
- North and south intersections of Elm Street at Clarence Street;
- North and south intersections of Catharine Street at Clarence Street;
- North and south intersections of King Street at Clarence Street
- North and east intersections of West Street at Charlotte Street;
- South intersection of West Street at Charlotte Street;
- North and south intersections of King Street at Charlotte Street; and
- East and north intersections of Charlotte Street and Catherine Street.

Prior to the commencement of the parade, the City's Roads Division will begin to close the above intersections with barricades starting at Port Colborne High School. Once all intersections are closed, the parade will commence.

To facilitate the parade along West Street, the closure of Bridge 21 will be required. Recreation staff will communicate with the St. Lawrence Seaway Management Corporate Traffic Control Supervisor and provide the necessary details for the bridge closure.

Internal Consultations:

This report was circulated internally with staff in the following Divisions: Communications, By-law Enforcement, the Fire Department, and Public Works.

Recreation staff will work in collaboration with the above-mentioned Divisions to coordinate the parade.

Financial Implications:

The Parade is funded via the Civic Celebrations budget.

Public Engagement:

A notice of road closures and parking restrictions will be distributed to all residents and businesses in the affected areas of the road closures.

After the completion of the parade, staff will have an online voting platform for community members to vote for their favourite float in the parade.

Strategic Plan Alignment:

The initiative contained within this report supports the following pillar(s) of the strategic plan:

- Welcoming, Livable, Healthy Community
 - Economic Prosperity
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Conclusion:

In conclusion, Recreation staff are seeking Council to approve the road closures and parking restrictions as seen in Appendix “B”.

Appendices:

- a. Appendix A: Traditional Santa Claus Parade Route
- b. Appendix B: Proposed Santa Claus Parade Route

Respectfully submitted,

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Report Approval:

All reports reviewed and approved by the Department Director and also the City Treasurer when relevant. Final review and approval by the Chief Administrative Officer.