



**Subject: Downtown BIA – Harvest Festival**

**To: Council**

**From: Corporate Services Department**

Report Number: 2022-202

Meeting Date: September 13, 2022

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**Recommendation:**

That Corporate Services Department – Recreation Division Report 2022-02 be received;

That Catharine Street from Clarence Street to Charlotte Street be closed to vehicular traffic and street parking from 7:00am to 6:00pm on Saturday, September 24, 2022.

That Charlotte Street from King Street to West Street be closed to vehicular traffic and street parking from 7:00am to 6:00pm on Saturday, September 24, 2022.

That Council approve City support of Harvest Festival and waive the \$180 fees as outlined in the report.

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**Purpose:**

The purpose of this report is to present a request to Council from the Port Colborne Downtown Business Improvement Area Board of Management (“PCDBIA”). The PCDBIA is requesting road closures to host the Harvest Festival on Saturday, September 24, 2022, from 9:00 a.m. to 5:00 p.m.

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**Background:**

Harvest Festival is an annual event run by the PCDBIA; they are expecting over 5,000 attendees in the downtown core on Saturday, September 24, 2022. Below is an outline of the event and the requests from the PCDBIA:

- Food and artisan vendors at King George Park.
- Wagon rides for children on Charlotte and West Street.
- Train rides for children on the West Street Promenade sidewalk.

- Food vendors, crafters, kids' activities, and magic show at Mariners Park.
  - Crafters at St. James & St. Brendan's Church.
  - Downtown businesses are invited to participate in the event with sidewalk sales.
  - Pubs & Restaurants will be providing entertainment and the PCDBIA will provide buskers around the area.
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### **Discussion:**

Recreation staff have discussed the proposed events with the PCDBIA and are supportive of the plan. The PCDBIA will be providing their own portable washrooms. The portable washrooms will be placed behind Market Square. The harbour master building washrooms will also remain open for this event. The PCDBIA will be hiring medical staff from Odyssey Medical to support the event.

### **Road Closures:**

- Catharine Street from Clarence Street to Charlotte Street closed to vehicular traffic and street parking from 7:00am to 6:00pm on Saturday, September 24, 2022.
- Charlotte Street from King Street to West Street closed to vehicular traffic and street parking from 7:00am to 6:00pm on Saturday, September 24, 2022.

### **Requests from the City:**

- 10 large pylons.
- 10 road barricades.
- Extra garbage bins in King George Park, Charlotte Street, and the Promenade.
- Access to hydro at King George Park.
- Waiver of park permit fee for King George Park.
- Waiver of fee for noise variance application.

The total amount of fees requested to be waived is \$180.

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### **Internal Consultations:**

Recreation staff have informed Public Works, Communications, By-Law, and the Fire Department of the event.

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### **Financial Implications:**

There are no financial implications to the city for this event.

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### **Public Engagement:**

The PCDBIA will notify all property owners in the affected areas of the road closures.

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### **Strategic Plan Alignment:**

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

- Attracting Business Investment and Tourists to Port Colborne
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### **Conclusion:**

In conclusion, the PCDBIA is hosting the annual Harvest Festival in downtown Port Colborne. They are requesting road closures, support from the city, and waiver of fees to support this event.

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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.