

## Staff Report

---

**Report To:** City Council  
**Report From:** Heidi Jennen, Engineering Services Administrator  
**Meeting Date:** October 18, 2021  
**Report Code:** OP-21-036  
**Subject:** Road Closures – November 20, 2021 – Santa Claus Parade and Festival of Northern Lights Opening Ceremony

---

### Recommendations:

THAT in consideration of Staff Report OP-21-036 respecting Road Closures – November 20, 2021, City Council approve the road closure plan in the downtown as outlined below, to accommodate the Santa Claus Parade road closure beginning at 1 p.m. and the Festival of Northern Lights Opening Ceremony beginning at 2 p.m. on November 20, 2021.

### Highlights:

- During COVID-19 restrictions in 2020, health and safety measures were put in place so the public could continue enjoying both Festival of Northern Lights and the Kiwanis Santa Claus parade.
- Kiwanis Club of Owen Sound has been in operation for 97 years.

### Strategic Plan Alignment:

[Strategic Plan](#) Priority: This report supports the delivery of Core Service

### Background:

This year will mark the 76<sup>th</sup> Kiwanis Santa Claus parade. Past events have typically been held on the third Saturday of November beginning at 10 a.m. In 2020, to accommodate the Provincial restrictions due to COVID-19, the

Kiwanis Club held a very successful drive-through Santa Claus parade at the Bayshore Community Centre.

This year, the Kiwanis Club of Owen Sound will be hosting their 76<sup>th</sup> Santa Claus parade beginning at 5 p.m. instead of the traditional 10 a.m. start.

A report was presented to the Owen Sound Downtown Improvement Area Board on September 8, 2021 advising of the proposed change in time for the Santa Claus parade on November 20, 2021 and that the road closure in the River District will begin at 1 p.m. Businesses in the River District will take advantage of this mid-day road closure in the downtown with their own celebrations.

## **Analysis:**

### **Santa Clause Parade**

This year, the Santa Claus parade will be held on Saturday, November 20 with a start time of 5 p.m. Road closures will remain the same as in previous years but will begin at 1 p.m. The closure will begin in the 800 and 900 block of 2<sup>nd</sup> Avenue East and will continue northerly. As in previous years, 10<sup>th</sup> Street East will be closed at 2<sup>nd</sup> Avenue East as the parade passes through the intersection.

This year, a Paid Duty Officer or a Kiwanis Club volunteer will be required at 7<sup>th</sup> Street East & 2<sup>nd</sup> Avenue East to avoid issues with people moving barricades along the closed road. Any costs associated with this will be at the expense of the Kiwanis Club of Owen Sound.

As in previous years, Rogers TV will be broadcasting the event live.

A COVID-19 safety plan must be prepared by the Kiwanis Club and reviewed by Public Health prior to the event being held.

Because 2-hour parking is not enforced in the downtown on weekends, signage will be posted along 2<sup>nd</sup> Avenue East advising motorists that parking will not be allowed after 1 p.m. or their vehicle could be towed. Maps will also be displayed to show other parking locations.

### **Festival of Northern Lights**

The Festival of Northern Lights will also be hosting their event November 20, 2021 with the same closures as in previous years:

2 p.m.-9 p.m.

- 1<sup>st</sup> Avenue East – 8<sup>th</sup> Street to 9<sup>th</sup> Street East
- 1<sup>st</sup> Avenue West – 8<sup>th</sup> Street to 9<sup>th</sup> Street West
- City Hall parking lot

6 p.m.-9 p.m.

- 8<sup>th</sup> Street from 2<sup>nd</sup> Avenue East to 2<sup>nd</sup> Avenue West

### **Insurance**

General liability insurance naming the City of Owen Sound as additional insured for a limit of no less than \$2,000,000 per occurrence is required from both the Kiwanis Club of Owen Sound and the Festival of Northern Lights.

### **Financial Implications:**

Overtime costs for Public Works to remove barricades for road closures.

### **Communication Strategy:**

- Media Advisories and social media posts.
- Signage posted along the closure area indicating 'No Parking' after 1 p.m., a map outlining parking options will be provided on the signage.
- Posters will be available for stores to post in their windows advising of the road closure commencing at 1 p.m.
- Notification of road closures will be posted on Municipal 511.

### **Consultation:**

Changes to the timing of the Santa Claus parade outlining the details of the road closure were sent to Public Works, Fire Services and Police Services. No comments or concerns were received.

A report to the Owen Sound Downtown Improvement Area Board from the Manager of Community Development & Marketing and the Community Development Coordinator on September 8, 2021 provided notice to the board that the streets in the River District would be closed beginning at 1 p.m. on November 20, 2021.

**Attachments:**

None.

**Recommended by:**

Chris Webb, Manager of Engineering Services

**Reviewed by:**

Dennis Kefalas, Director of Public Works and Engineering

**Submission approved by:**

Tim Simmonds, City Manager

For more information on this report, please contact Heidi Jennen, Engineering Services Administrator at [hjennen@owensound.ca](mailto:hjennen@owensound.ca) or 519-376-4440 Ext. 3302.