



Information Memo

To: Council-In-Committee Meeting
Date: November 15, 2023
Division: Corporate Services
Department: Accessibility and Special Projects
Ward: All Wards
Subject: Information Memo – Port Dover ChristmasFest Parade -
Temporary Road Closure

Recommendation(s):

THAT the Information Memo regarding Special Event 2023-47 – Port Dover ChristmasFest Parade Temporary Road Closure be received as information.

Background

The purpose of this memo is to inform Council of the delegated road closure activity for the Port Dover ChristmasFest & Santa Clause Parade on Saturday November 18th, 2023.

Discussion:

The following road closure will be in effect for the event from 12:00 p.m. until 2:30 p.m.

- Harbour Street
- Main Street from Harbour Street to McNab Street West
- McNab Street West from Main Street to St. George Street
- St. George Street from McNab Street West to Market Street West
- Market Street West from St. George Street to Main Street

Financial Services Comments:

Any costs associated with the additional temporary road closures on Saturday November 18th, 2023, as identified above will be accommodated within current operating base budgets.

Attachment(s):

- Port Dover ChristmasFest Parade Road Closure Map 2023

Strategic Plan Linkage:

This report aligns with the 2022-2026 Council Strategic Priority to "Celebrate and Connect all of our Communities".

Explanation:

Special Events support Council's Strategic Priority to "Celebrate and connect all of our communities" by bringing communities together through celebrations of our unique cultures, geographies and identities.

Conclusion:

Norfolk County recognizes the importance of special events in our community. The goal of Policy No. CS-45, Outdoor Special Event Policy, is to "encourage County wide festivals and events that draw people together, helping to promote community spirit".

The outdoor special event application for the Port Dover ChristmasFest & Santa Clause Parade has been circulated to the appropriate departments for review and comments.

Planning is well underway to support a successful Port Dover ChristmasFest & Santa Clause Parade event.

Approval:

Approved By:
Heidy VanDyk
General Manager, Corporate Services

Reviewed By:
Sam McFarlane
Manager, Accessibility and Special Projects

Prepared By:
Alicia Flynn
Corporate Services Generalist