



The Corporation of the City of Cornwall
Regular Meeting of Council
Report

Department: Corporate Services
Division: Clerk's Division
Report Number: 2021-79-Corporate Services
Prepared By: Manon Levesque, City Clerk
Meeting Date: June 28, 2021
Subject: Temporary Closure of Pitt Street for Summer Weekends

Purpose

To allow for a temporary closure of Pitt Street from Second Street to First Street and from First Street to 58 Pitt Street as requested by the Chamber of Commerce, the Downtown BIA and Schnitzel's European Flavours.

Recommendation

That Council authorize the temporary closure of Pitt Street from Second Street to First Street and from First Street to 58 Pitt Street on the dates requested.

Background / Discussion

The Cornwall Downtown BIA wishes to host a temporary weekend(s) closure(s) of Pitt Street, south of Second Street to the north of First Street and also South of First Street to the north side of the Cornwall Square entrance.

The request was circulated to all Departments and the organizer provided written notice to all merchants and businesses within the geographical area of the suggested street closure giving them the opportunity to provide their comments.



Cornwall Transit

Although only two (2) bus stops are within the requested blocked area, the detour will affect many more bus stops on Montreal Road including the Cornwall Square, the Cornwall Civic Complex and the Aquatic Centre.

The actual detours for the Montreal Road route and the Riverdale routes will be:

- From Pitt and Second to:
- East on Second Street
- North on Sydney
- West on Third Street
- South on Augustus Street
- East on Water Street (Montreal Road Route)
- West on Water Street (Riverdale Route)
- And regular route

Fire Services

We always have a concern regarding street closures and pedestrians in the street concerning emergency responses. We are in support of the closure as long as the entry is maintained open with temporary barriers and seating from the restaurants does not impede the street access for our apparatus. Foot traffic is fine, but we need to ensure our vehicles can still access the street in the case of an emergency.

Cornwall Police Service

There may be slight increases in response times and the need for barriers to be movable in the event emergency vehicles required urgent access. Our concerns would not stand in the way of the approval of such a closure, however, we would want the ability to document the potential concerns and have them on record, to alert Council or Administration to any liability concerns.

Traffic

From a traffic perspective, this is feasible as long as the appropriate 'road closure' signage is in place and access is provided for emergency vehicles.

Access to the Mall from Pitt Street should remain open.

Planning

Because of the insurance requirements, Downtown BIA will be the organizer and will be responsible for its provision.

In order to accommodate any emergency vehicles, the curb-to-curb portion of the right-of-way would be for pedestrians only and could be cleared for emergency vehicles if necessary.

As with other encroachments to date, vendors or eateries will be required to enter into a Temporary Encroachment Agreement with the City if they propose to utilize the sidewalk or bricked areas for sales apparatus, seating, etc. In these situations, they may also be required to provide insurance coverage.

Insurance Coverage

The DBIA will secure a policy for insurance coverage in which the City will be named as additional insured. In the event that there is a claim in which the City is named, the DBIA policy will respond first.

To clarify, the City has identified the following insurance requirements for this activity:

- Broad form Commercial General Liability policy for a limit of not less than \$5 Million dollars on a per occurrence basis with respect to third party liability claims for bodily injury, property damage, and personal injury. The policy needs to include and show:
 - Premises and operations liability, contractual liability, liquor liability (if serving alcohol), cross liability, several liability, and severability of interest clause
 - The Corporation of the City of Cornwall to be added as an additional insured



- If the insurance policy is to be amended, cancelled, or allowed to lapse, the City of Cornwall is to be provided with thirty (30) days prior written notice by Registered Mail

Merchants

One request was received from the owner of Echo Trends to stop the closure at 58 Pitt Street in order to allow access to a shared driveway to parking between Echo Trends and Pot of Gold located at 54 Pitt Street and 44 Pitt Street respectively. Accordingly, the closure would include the area directly in front of 58 Pitt Street and would not continue to the front of 54 Pitt Street and 44 Pitt Street to the entrance of the Cornwall Square.

Proposed Time(s) of closure hours:

1. Thursday, July 1, 2021, from 11:00 a.m. to Sunday, July 4, 2021
2. Friday, July 9, 2021, at 4:00 p.m. to Sunday, July 11, 2021, at 8:00 p.m.
3. Friday, July 16, 2021, at 4:00 p.m. to Sunday, July 18, 2021, at 8:00 p.m.
4. Friday, July 23, 2021, at 4:00 p.m. to Sunday, July 25, 2021, at 8:00 p.m.
5. Friday, 30, 2021, at 4:00 p.m. to Sunday, August 1, 2021, at 8:00 p.m.
6. Friday, August 6, 2021, at 4:00 p.m. to Sunday, August 8, 2021, at 8:00 p.m.
7. Friday, August 13, 2021, at 4:00 p.m. to Sunday, August 15, 2021, at 8:00 p.m.
8. Friday, August 20, 2021, at 4:00 p.m. to Sunday, August 22, 2021, at 8:00 p.m.
9. Friday, August 27, 2021, at 4:00 p.m. to Sunday, August 29, 2021, at 8:00 p.m.
10. Friday, September 3, 2021, at 4:00 p.m. to Sunday, September 5, 2021, at 8:00 p.m.

Should this request be approved, the organization will be responsible to comply with the aforementioned requirements and the City's Corporate Policy on Temporary Street Closures for Special Events including notification, public advertisement, contacting all emergency services, arrange for detour routes and temporary signage, commercial general liability, and indemnification.

The Organizer must demonstrate how they will comply with the applicable COVID-19 public health and workplace safety measures as outlined by the Province of Ontario's Roadmap to Reopen Regulation, which is enforced locally by the Eastern Ontario Health Unit.



Accessibility Impact

During the summer, patios have been extended to the sidewalks sometimes creating barriers to persons with disabilities who rely on assistive devices. The temporary road closure will allow persons with disabilities to move around freely on the road without fear of traffic.

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| Document Title: | Temporary Closure of Pitt Street for Summer Weekends - 2021-79-Corporate Services.docx |
| Attachments: | - DBIA Summer Weekends.pdf - Temporary Street Closure Letter to Businesses.pdf |
| Final Approval Date: | Jun 24, 2021 |

This report and all of its attachments were approved and signed as outlined below:

Geoffrey Clarke - Jun 24, 2021 - 2:02 PM

Maureen Adams - Jun 24, 2021 - 4:30 PM

APPENDIX A
TEMPORARY STREET CLOSURE
APPLICATION FORM

Date: 2021-06-18

Organizing committee name: Cornwall Downtown BIA

Mailing address: 158 Pitt Street, Cornwall, ON

Contact person: Hassan Rafiei

Phone number: 613-938-8844

Purpose of Street Closure: To allow businesses to have patios and retail outside on the sidewalks and to bring lost revenue back to downtown business due to the Covid restrictions.

Proposed date(s) of closure beginning: July 1st, 2021

Terminating: September 5th, 2021

Proposed Time(s) of closure hours:

1. Thursday, July 1, 2021, from 11:00 a.m. to Sunday, July 4, 2021
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Geographical area suggested to be closed:

Pitt Street, south of Second Street to north of First Street. South of First Street to North of Cornwall Square entrance.

Signature of Authorized Committee Member

Title _____

Signature of Authorized Committee Member

Title _____

**APPENDIX B
TEMPORARY STREET CLOSURE**

Schnitzels European Flavours
158 Pitt St, Cornwall Ontario
613-938-8844
hassan@schnitzels.ca

2021-06-18

**General Notice
Temporary street closure**

We Cornwall Downtown BIA wish to host a temporary weekend(s) closure as of July 1st, 2021 at 11:00am to Sunday July 4th at 8:00pm and every weekend till September 5th, 2021 between the hours of 4:00pm Friday to 8:00pm Sunday and will be asking Municipal Council endorsement for permission to close, on a temporary basis, Pitt Street, south of Second Street to north of First Street and also South of First Street to the north side of the Cornwall Square entrance.

As part of the Municipal a Temporary Street Closure Policy, we wish to notify you of our pending request. In accordance to Section 11 (a) (b), you have an opportunity to provide your comments no later than (7 days from date of letter) in writing and address it to the Clerk's Office located at 360 Pitt Street, Cornwall, ON, K6H 3P9, by fax 613-933-1860 or by email mlevesque@cornwall.ca.

The proposed Detour Route, suggested by the Municipal Transportation Section is enclosed for information purposes.

Respectfully,

Signature of Two Authorized Committee

Committee Member PRINT

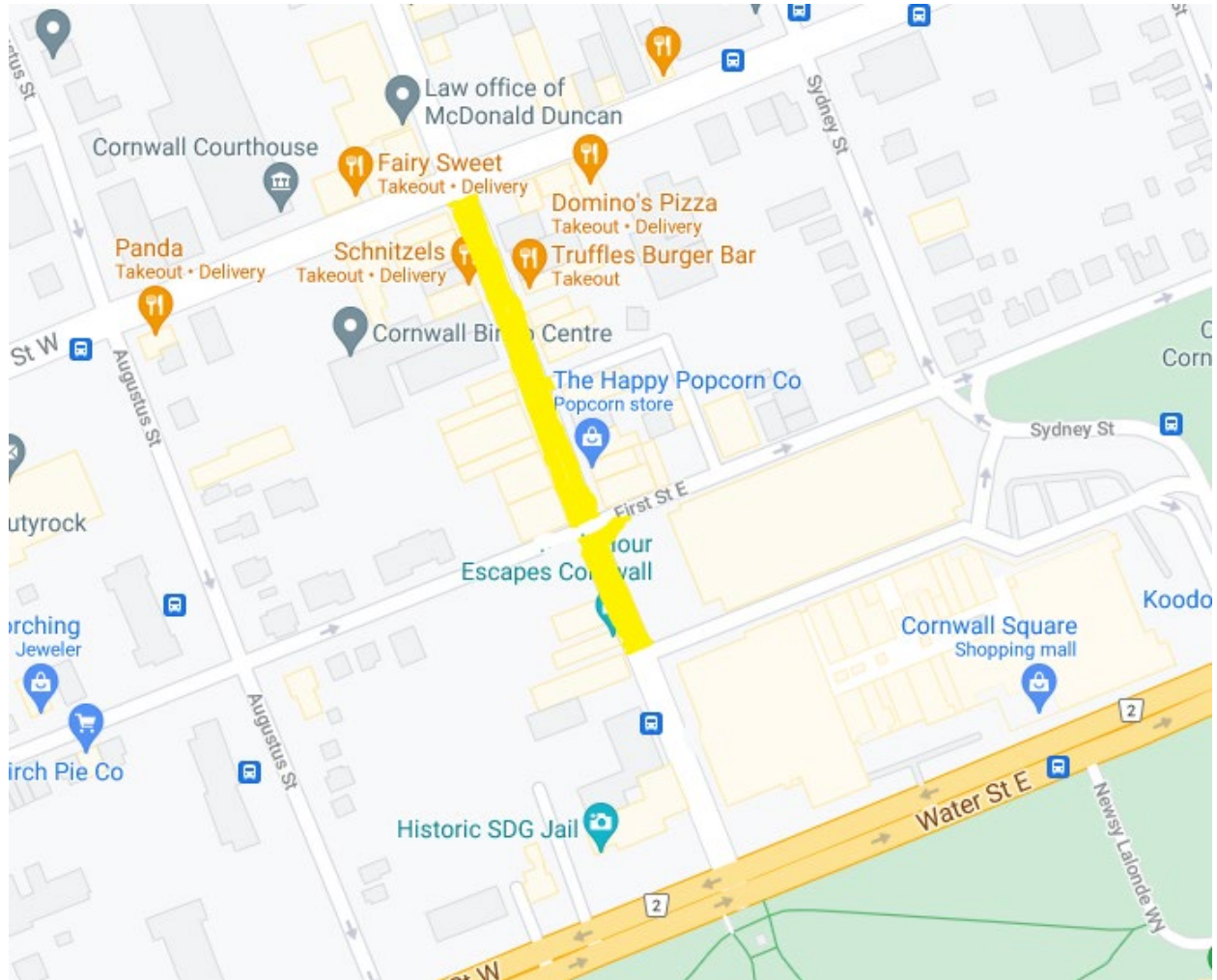
Members Required Title

Committee Member

PRINT

Cc: Municipal Clerk's Department

Temporary Street Closure on Pitt Street. In yellow it will indicate the area that is being requested for weekend closures during the summer months. Pitt Street, south of Second Street to north of First Street. South of First Street to North of Cornwall Square entrance.



Manon Levesque

From: noreply@salesforce.com on behalf of Greg Pietersma
<pietersma@cornwallchamber.com>
Sent: Friday, June 18, 2021 2:22 PM
To: Manon Levesque
Subject: General Notice Temporary street closure

[External E-mail]

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

June 16th, 2021

Official application form with complete details can be viewed

here: <https://documentcloud.adobe.com/link/review?uri=urn:aaid:scds:US:136c9d31-5634-4e20-b745-1ac95ac7acbc>

We Cornwall Downtown BIA wish to host a temporary weekend(s) closure as of July 1st, 2021 at 11 am to Sunday, July 4th at 8 pm and every weekend till September 5th, 2021, between the hours of 4 pm Friday to 8 pm Sunday and will be asking Municipal Council endorsement for permission to close, on a temporary basis, Pitt Street, south of Second Street to the north of First Street and also South of First Street to the north side of the Cornwall Square entrance.

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Respectfully,

Josh Casselman
President
DBIA

