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September 2024

Mayor Luke Charbonneau & Council,  
Town of Saugeen Shores  
600 Tomlinson Drive,  
Port Elgin, ON N0H 2C3

Your Worship and Council,

We are thrilled to announce that Pumpkinfest 2024 is set for October 4-6, marking the 39th year of this cherished community event. Our team has diligently worked to create an unforgettable festival experience that brings together residents and visitors in a celebration of the Fall season, the GIANTS, and our community. Fun for the whole family.

We invite you to join us at 10 AM on Saturday, October 5 for our opening ceremonies, where we invite council members to partake in the VIP seed-chucking experience.

**New** this year, we're excited to introduce "Party in the Patch," featuring headline performances by The Roadhammers on Friday and 54.40 on Saturday night. Our festival continues to offer beloved attractions, including the International Weigh Off, Artisan Craft Show, Bruce Telecom Stage performances, OPG Environmental Tent and GIANT Block Building, Junior Fire-fighter Challenge, and the youth fun pet show. We invite everyone to visit [www.pumpkinfest.org](http://www.pumpkinfest.org) for a comprehensive list of evolving attractions and events.

With your approval, the festival will occupy its traditional downtown footprint. We have requested an additional one-block road closure on Gustavus Street to facilitate our Marketplace and shuttle bus drop-off point. We are in the process of contacting the impacted residents and businesses.

Pumpkinfest proudly supports local non-profit groups, which collectively raised over \$25,000 last year through their participation. We are committed to nurturing these partnerships and expanding our festival's positive community impact. Last years TRIEM Report stated a 4.1 M economic impact from our festival.

We express our gratitude to the Municipality of Saugeen Shores and its departments, including Police, Fire, Community Services, Building, By-Law, GIS mapping, and Public Works, for their unwavering support. Your contributions are instrumental in making Pumpkinfest a "Family Fun, Second to None" event, and we are honored to recognize you as one of our GOLD sponsors.

Thank you for your time and consideration. We look forward to seeing you all at Pumpkinfest 2024!

Warm regards,  
The Pumpkinfest Team

**Attached:**

Permissions Request  
Detailed Assistance Request  
Traffic Control Overview Map  
Shuttle Bus Map

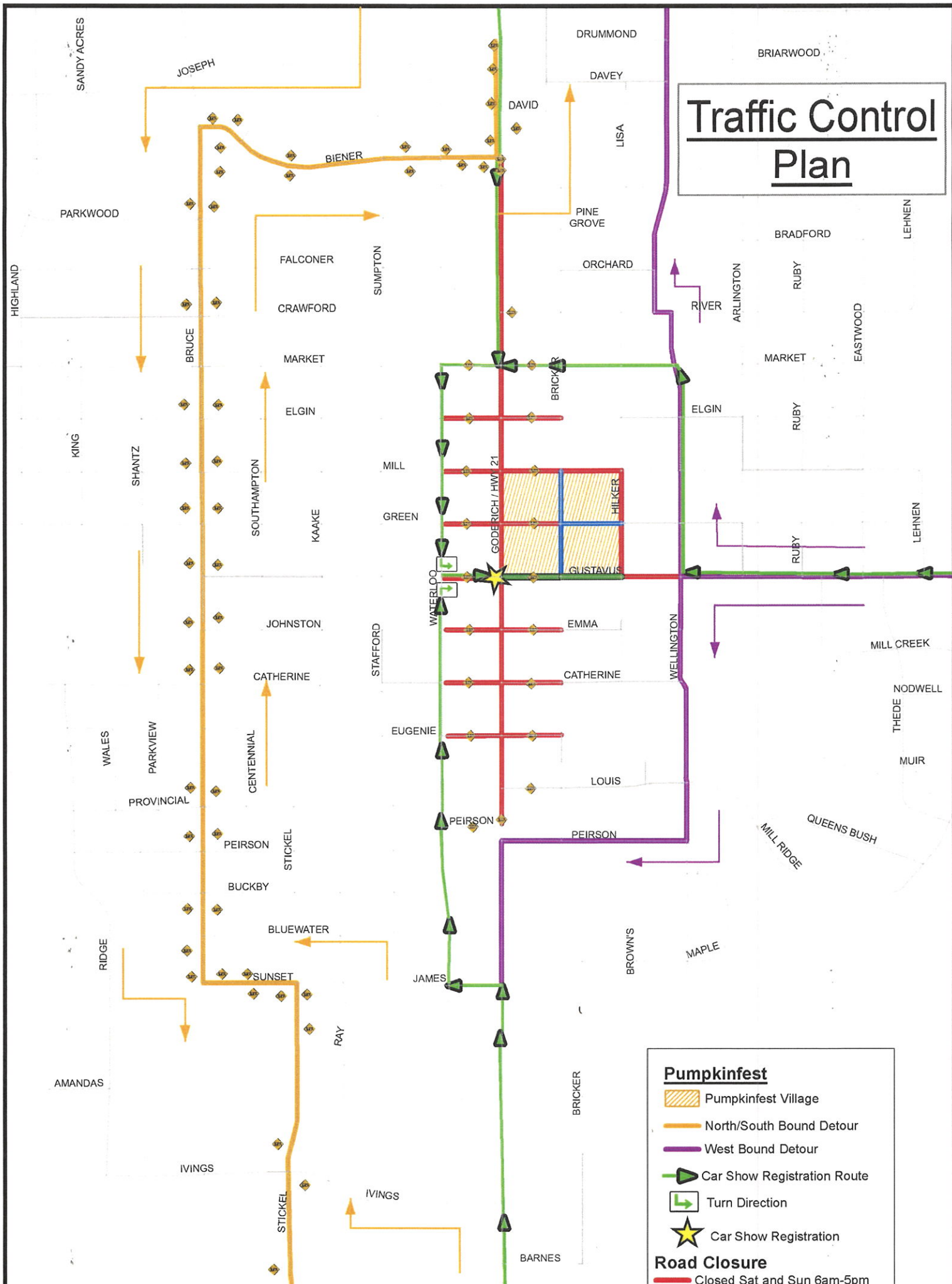
**Areas that need your understanding and approval include the following:**

**\*\*See Overview Traffic and Shuttle Maps**

1. **Permission** to close the following streets for the Cinderella's Car Show – **Goderich St. for 10 blocks from the south side of Market Street to the north side of Pierson Ave as well as the 3 blocks of Gustavus Street (County Road # 17) from the west side of Goderich Street to the east side of Wellington Street, and Bricker Street from South of Gustavus Street to North of Green Street between the hours of 6 a.m. and 5 p.m. on Saturday October 5 and Sunday, October 6, 2024** Also permission to close and use the following side streets during the same hours if necessary – **Elgin, Mill, Green and Catherine Streets from the east side of Waterloo Street to the west side of Bricker Street.**
2. **Permission to close portions of the four-block radius for the weekend from Friday October 4 at 10am to October 6 at 6 pm- From the East side of Goderich Street to South Side of Mill Street, South side of Mill Street to West side of Hilker, West side of Hilker to South side of Gustavus, North side of Gustavus to East side of Goderich. *\*\*Note: Gustavus Street remains open until 4pm on Friday, October 4 to allow for buses.*** These closures allow for the staging of Pumpkinfest Village- Weigh-off Tent, Mid-way, Craft Show, Marketplace and OPG Tent, along with other family fun activities. Map attached.
3. **The use of the THREE Municipal Parking Lots/Areas** on Bricker Street across from Tim Hortons for the Food/Entertainment Court and the lot at the corner of Green and Bricker Street for the Midway and the public parking area adjacent to the cenotaph behind Allens Fireside Grill. For the OPG tent from 7 a.m., Thursday October 3 until 7 p.m. on Sunday October 6, 2024.
4. **The, use of the Plex Parking Lot and washroom facilities** for shuttle bus parking and pick up
5. **The use of the Green Street Public Beach** for shuttle bus parking and pick up
6. **Waiving of all Building Permit fees** for all necessary permits as directed by the Chief Building Official.
7. **The use of town equipment and required labour at no cost as per the attached list outlining the requirements.** The value of this approval has been determined to be worth \$5,000.00+, therefore crediting the Town of Saugeen Shores with a "GOLD" sponsorship level. We will work closely with the Public Works & Community Service staff as well as the Police Chief, Fire Chief and By-Law Enforcement Officer to ensure a safe, well-run event.

<b>Pumpkinfest 2024 Detailed Assistance Request</b>		
<b>WHAT IS NEEDED</b>	<b>WHEN NEEDED</b>	<b>Notes</b>
<b>Public Works Department</b>		
Installation of directional and detour signage for Highway 21	Saturday October 5 and Sunday October 6	Highway 21 S before South Street, Highway 21 N at North Bruce, Highway 21 N before 4th concession, See Traffic Control Map
Supply of 6-10 commercial dumpsters	Friday October 4 - Monday October 7	behind growers tent(Missionary Church), 1 in lane between Chamber and Firehall
2 compost bins	Friday October 4 - Monday October 7	behind "weigh-off tent" arena
Use of approximately 100 Barricades - Dropped to Appropriate Locations	Friday October 4 - Monday October 7	Distribute throughout car show and site locations, as done in past (see Traffic Control map)
Placement of barricades	Saturday October 5 and Sunday October 6	as done previously - except for overnight changes on Gutavus See Traffic Control Map
(3) road closure MTO signs put out and corresponding detour route signage	Saturday October 5 and Sunday October 6	MTO Compliant Signage
Permission to install signage along bus & car show routes	Friday October 4 - Sunday October 6	As per signage map - No changes
Road Closures Permissions - Car Show	Saturday October 5 & Sunday October 6	As per Bylaws
Road Closures Permissions - Village	Friday October 4 - Sunday October 6	As per Bylaws and closure map
2 dedicated on-call employees for event weekend	Friday October 4 - Sunday October 6	please ensure Festival Coordinator Joanne Robbins has direct contact numbers
<b>Community Services Department</b>		
Use of special events trailer	Wednesday October 2 - Monday October 7	share schedule to be arranged
Use of 1 Town Trucks	Wednesday October 2 - Monday October 7	truck to be hooked to event trailer for use
Garbage cans placed throughout downtown	Friday October 4 - Sunday October 6	
Delivery of picnic tables	Friday October 4 - Sunday October 6	6 - Coulter Parkette
Access to power in Legion Park Shed	Friday October 4 - Sunday October 6	Keys and/or directions for use
Dedicated on-call employee for event weekend	Friday October 4 - Sunday October 6	please ensure Festival Coordinator has direct contact number
Assistance with downtown garbage pick-up	Saturday October 5 and Sunday October 6	Continued support of garbage duty downtown during the festival
Permission to use all municipal parking lots located at Pumpkinfest Village	Thursday October 3 to Sunday October 6	barricade Wednesday night for the Mid-way & Tent set up - communicated to businesses around the area about the closure of the roads
* Please note that weather forecasts may warrant date changes for scheduled erection of tents		

# Traffic Control Plan



**Pumpkinfest**

-  Pumpkinfest Village
-  North/South Bound Detour
-  West Bound Detour
-  Car Show Registration Route
-  Turn Direction
-  Car Show Registration

**Road Closure**

-  Closed Sat and Sun 6am-5pm

# Pumpkinfest Shuttle Routes

## Routes

### Pumpkin Run:

The Plex - 736 Wellington - Pumpkinfest

### Tomato Run:

Giant Tiger - Port Elgin Main Beach - Pumpkinfest

### Sunflower Run:

Kenorus Campground - Holiday Park Campground - Southampton Home Hardware - Rona - Pumpkinfest

## Pick-Up/Drop-Off Locations

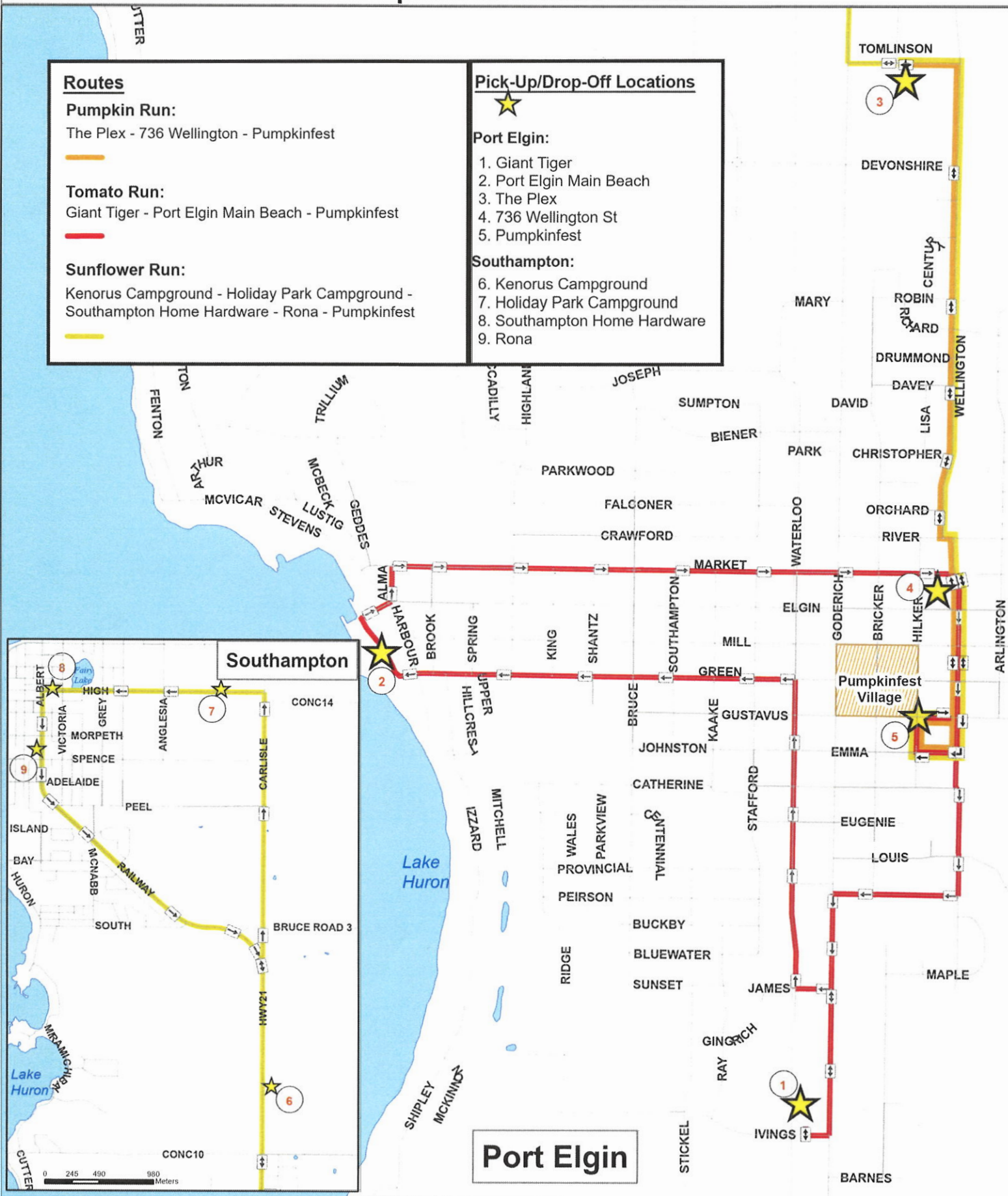


### Port Elgin:

1. Giant Tiger
2. Port Elgin Main Beach
3. The Plex
4. 736 Wellington St
5. Pumpkinfest

### Southampton:

6. Kenorus Campground
7. Holiday Park Campground
8. Southampton Home Hardware
9. Rona



Location: Saugeen Shores  
 Date Created: August, 2024  
 Scale: 0 120 240 480 Meters



Datum: NAD 83, Zone 17N  
 Created By: N. Logtenberg  
 Data Source: Town of Saugeen Shores and Bruce County