
TO: CITY MANAGER **DATE:** 2016 April 20

FROM: DIRECTOR ENGINEERING **FILE:** 38000-40

SUBJECT: ROAD CLOSURE – REMI STREET

PURPOSE: To seek Council approval for a road closure.

RECOMMENDATIONS:

1. **THAT** Council approve the road closure as discussed in this report.
2. **THAT** the coordinator of the event, Cynde Downs, Executive Assistant & Facility Coordinator, Spartan Controls, 7500 Winston St, Burnaby, BC, V5A 4X5, be sent a copy of this report.

REPORT

A request to use City streets for the 3rd Annual Customer Appreciation Day on Thursday, 2016 June 23 has been received from Cynde Downs, Executive Assistant & Facility Coordinator of Spartan Controls. Council approval is required by the Street & Traffic Bylaw.

Spartan Controls is requesting the closure and use of Remi Street on 2016 June 23 between 3:00 pm to 9:00 pm for a Customer Appreciation Day/ Show & Shine (see *attached* map). The closure of Remi Street is to facilitate a Show & Shine of approximately a dozen or more vehicles.

The organizers have again polled and received approval from the impacted neighbouring businesses of their proposed event. Neighbouring businesses have alternate accesses available via Phillips or Lozells. Neighbouring businesses have also been invited to participate.

The organizers are aware that approval is subject to the following conditions:

1. That the road closure be conducted under the supervision of one person or organizer.
2. That emergency access be maintained at all times on Remi St.
3. That the organizer has agreed to monitor all barricades for the duration of the road closure.
4. That all emergency services are advised of the event.

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5. That the road closure be covered with liability insurance in the minimum amount of \$2 million with the City of Burnaby named as co-insured, and that the insurance policy include a 30 day cancellation notice and a cross liability clause.
6. That a signed copy of the “City of Burnaby Permit For Short Term Use and Occupancy Of City Lands” be received no later than one week prior to the event.



Leon A. Gous, P. Eng. MBA
Director Engineering

SP/cp

Attachment

Copied to: Director Finance
RCMP – OIC Burnaby Detachment Chief Supt. Dave Critchley
Deputy Fire Chief – Dave Samson
BC Ambulance Special Operations via email at EMSO@bcehs.ca
Emergency Program Coordinator – Charmaine Pflugrath
Supervisor - Sports & Outdoor Recreation – Jill Porter