
TO: CITY MANAGER **DATE:** 2016 June 09

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

SUBJECT: 11TH ANNUAL BURNABY NEIGHBOURHOOD HOUSE COMMUNITY
OPEN HOUSE AND STREET PARTY EVENT

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, Danny Kalivoda, Manager of Community Engagement, Burnaby Neighbourhood House, 4460 Beresford Street, Burnaby, BC V5H 0B8, be sent a copy of this report.

REPORT

A request to use City streets for the 11th Annual Community Open House and Street Party Event on Wednesday, 2016 August 10 between 4:00 pm and 7:00 pm has been received from Danny Kalivoda, Manager of Community Engagement of the Burnaby Neighbourhood House. Council approval is required by the Street & Traffic Bylaw.

This event will be especially momentous as they are saying hello to their new location at 4460 Beresford St. Burnaby Neighbourhood House is a not for profit organization that offers a wide range of programs and services to people of all ages and diverse cultures living in Burnaby. This annual Street Party Event is a public event that further promotes their work in building welcoming and inclusive neighbourhoods. Over 500 people are expected to attend this year's event. In addition to a barbecue, the event will have a variety of interactive booths hosted by community partners and local businesses, display booths and children and family activities such as games, face painting and crafts.

The Neighbourhood House is requesting the closure of Beresford from Telford to the lane way to the west (see *attachment*) on Wednesday, 2016 August 10 between 3:00 pm and 7:30 pm to ensure a safe and relaxing environment for all participants. The Neighbourhood House has consulted with all of the businesses on Beresford within the road closure and they are supportive of this request. Parking will be removed on Beresford for the event.

To: City Manager
From: Director Engineering
Re: 2016 ANNUAL SOUTH BURNABY COMMUNITY
OPEN HOUSE AND STREET PARTY EVENT
2016 June 09..... Page 2

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 as organizer.
2. That all participants be instructed to respect the rights and property of the individuals encountered en route.
3. That barricades remain in place and will be manned at all times during the road closure.
4. That all emergency and transit services are advised of the event.
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.
7. That the organizers send out letters to residents that are affected by the road closures and temporary parking restrictions 2 weeks prior to the event.



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

SP/ac

Attachment

Copied to: RCMP – OIC Burnaby Detachment Acting Supt. Stephan Drolet
Deputy Fire Chief – Dave Samson
BC Ambulance Special Operator via email at EMSO@bcehs.ca
Emergency Program Coordinator – Charmaine Pflugrath

