
TO: CITY MANAGER **DATE:** 2017 May 01

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

SUBJECT: ANNUAL SOUTH BURNABY 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 12th Annual Community Open House and Street Party Event on Wednesday, 2017 August 09 between 4:00 pm and 7:00 pm has been received from Danny Kalivoda, Manager of Community Engagement of the South Burnaby Neighbourhood House. Council approval is required by the Street & Traffic Bylaw.

This will be their 2nd year at their new location at 4460 Beresford St. Last year's event was a huge success. South 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 700 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 to the west (see *attached* map) from 3:00 pm to 7:30 pm which includes set up and take down. The Neighbourhood House has consulted with all of the businesses on Beresford within the road closure and they are all supportive of this request. Parking will be removed on Beresford for the event.

To: City Manager
From: Director Engineering
Re: ANNUAL SOUTH BURNABY COMMUNITY OPEN
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The organizers are aware that approval is subject to the following conditions:

1. That the parade be conducted under the supervision of one person as marshal or organizer.
2. That all participants be instructed to respect the rights and property of the individuals encountered enroute.
3. That the RCMP has agreed to monitor all barricades for the duration of the parade.
4. That all emergency and transit services are advised of the event.
5. That the parade 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/ac

Attachment

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

