



Office of the City Clerk

**Commission Agenda**

Date .....2018 Jun 20

Correspondence.....(c)

K. O'Connell, City Clerk

B. Zeinabova, Deputy City Clerk

**INTER-OFFICE MEMORANDUM**

**TO:** CHAIR AND MEMBERS  
PARKS, RECREATION AND CULTURE  
COMMISSION

**DATE:** 2018 JUNE 12

**FROM:** CITY CLERK

**FILE:** 02410-01

**SUBJECT: WILLINGDON LINEAR PARK GRAND OPENING EVENT  
SATURDAY, 2018 JULY 21  
(ITEM NO. 7(4), MANAGER'S REPORTS, COUNCIL 2018 JUNE 11)**

Burnaby City Council, at the Open Council meeting held on 2018 June 11, received the above noted report and adopted the following recommendations contained therein:

1. **THAT** Council approve street closures as outlined in this report.
2. **THAT** a copy of this report be sent to Parks, Recreation and Culture Commission for their information.
3. **THAT** a copy of this report be sent to Amy Rose, Chair, Burnaby North Community Association, 6990 Aubrey Street, Burnaby, BC V5B 2E5.

In Accordance with Recommendation No. 2, a copy of the report is attached for your information.

A handwritten signature in dark ink, appearing to read "Kate O'Connell".

Kate O'Connell  
City Clerk

KO:rj

Copied to: Director Parks, Recreation and Cultural Services  
Director Engineering

**NOTE**

This is for the information of the Commission

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**TO:** CITY MANAGER **DATE:** 2018 June 06

**FROM:** DIRECTOR PARKS, RECREATION AND **FILE:** 1650-20  
CULTURAL SERVICES *Willingdon Linear Park*  
DIRECTOR ENGINEERING

**SUBJECT: WILLINGDON LINEAR PARK GRAND OPENING EVENT  
SATURDAY, 2018 JULY 21**

**PURPOSE:** To seek Council approval for the closure of Willingdon Avenue for the Willingdon Linear Park Grand Opening Event.

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**RECOMMENDATIONS:**

1. **THAT** Council approve street closures as outlined in this report.
2. **THAT** a copy of this report be sent to Parks, Recreation and Culture Commission for their information.
3. **THAT** a copy of this report be sent to Amy Rose, Chair, Burnaby North Community Association, 6990 Aubrey Street, Burnaby, BC V5B 2E5.

**REPORT**

The Willingdon Linear Park grand opening event is proposed to take place on Saturday, 2018 July 21. This celebration is one of several events that will occur this year. Council approval of the street closures to hold this event is requested as outlined in this report.

**1.0 Background**

Willingdon Linear Park is expected to be completed by early 2018 July. The park extends 13 blocks and runs along the east side of Willingdon Avenue between Brentwood Town Centre and Hastings Street. This park creates a safe, accessible, comfortable, attractive and vibrant open space for pedestrians, cyclists and public transit users. This unique park features art designed specifically for this site and contains two pocket parks with the first one located at Charles Street and Willingdon Avenue and the second located at Parker Street and Willingdon Avenue.

**2.0 Event Details**

To celebrate the completion of the project and commemorate the official opening of the Willingdon Linear Park, a grand opening event is being proposed for Saturday, 2018 July 21 from

**To:** City Manager  
**From:** Director Parks, Recreation and Cultural Services  
Director Engineering  
**Re:** Willingdon Linear Park Grand Opening Event  
Saturday, 2018 July 21

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10:30 a.m. to 2:30 p.m. The event is proposed to take place in Willingdon Linear Park and extend west to include Willingdon Avenue from Midlawn Drive to Parker Street.

The event site will be divided into three zones:

- Zone A – Active Zone (Midlawn Dr. to Charles St.)
- Zone B – Food Zone (Charles St. to William St.)
- Zone C – City Showcase Zone (William St. to Parker St.)

### **2.1 Zone A – Active Zone**

This section extends from Midlawn Drive to Charles Street and will feature fun interactive activities for all ages including a dedicated area for the North Burnaby Community Fair and community groups throughout Burnaby.

This year's North Burnaby Community Fair was scheduled to take place on the same day as the Willingdon Linear Park Grand Opening event. After meeting with the fair's committee members, the Burnaby North Community Association would like to partner with the City to move their event from Kensington Park to the Willingdon Linear Park celebration.

In addition, the official opening ceremonies will take place in this zone at the Charles Street pocket park.

### **2.2 Zone B – Food Zone**

This section extends from Charles Street to William Street and will feature food trucks and seating areas.

### **2.3 Zone C – City Showcase Zone**

This section extends from William Street to Parker Street and will feature interactive displays from city departments such as Eco-Sculptures, Pop-up Library, Engineering, RCMP and Fire. The area contains the second pocket park on the corner of Parker Street and Willingdon and will include activities from city services, along with featuring the artists who were involved with the design elements in the park.

## **3.0 Communications and Other Requirements**

The Engineering and Parks, Recreation and Cultural Services departments will be working together with the Corporate Marketing Department to coordinate this special event. Sufficient funding is available through the project budget to cover the cost of the event.

### **3.1 Communications**

A full marketing and communications plan is being developed. It will include advertising in the local newspaper, website presence, transit shelter advertising along Willingdon Avenue, social

To: City Manager  
From: Director Parks, Recreation and Cultural Services  
Director Engineering  
Re: Willingdon Linear Park Grand Opening Event  
Saturday, 2018 July 21

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media and other promotional materials (i.e. posters and flyers) distributed in civic facilities as well as through parks programs.

Advanced notice regarding the road closure will be provided to the community through radio traffic reports, local newspaper advertising, and the City's website and social media accounts. In addition, letters will be sent out to the residents in the neighbourhoods adjacent to the event to advise them of the road closures and temporary parking restrictions.

### **3.2 Road Closures**

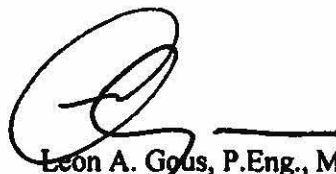
It is proposed Willingdon Avenue between Parker Street and Midlawn Drive be closed between 8:30 a.m. and 4:30 p.m., with the event being held from 10:30 a.m. to 2:30 p.m. At the same time, all cross streets and laneways along the same stretch of Willingdon will be closed between Parker Street and Midlawn Drive (see attached road closure plan). The road closures are necessary to facilitate set up and take down for the event. A traffic management plan is being developed to re-route traffic away from the closed portion of Willingdon Ave and to minimize impacts to local streets.

As per normal practices, staff will ensure that all participants be instructed to respect the rights and property of the residents encountered in the area; that there is appropriate control and monitoring of traffic operations at Willingdon Avenue and Parker Street and at Willingdon Avenue and Brentlawn Drive for the duration of the street closure; that barricade volunteers are arranged for all barricade locations except where traffic operations are present; that certified traffic control persons are in place to control traffic at pre-determined locations for the duration of the road closure and that all emergency and transit services are advised of the event.

It is recommended that Council approve the street closures and that a copy of this report be sent to Parks, Recreation and Culture Commission and the Chair of the Burnaby North Community Association as outlined in this report.



Dave Ellenwood  
DIRECTOR PARKS, RECREATION  
AND CULTURAL SERVICES



Leon A. Gous, P.Eng., MBA  
DIRECTOR ENGINEERING

MI/ab

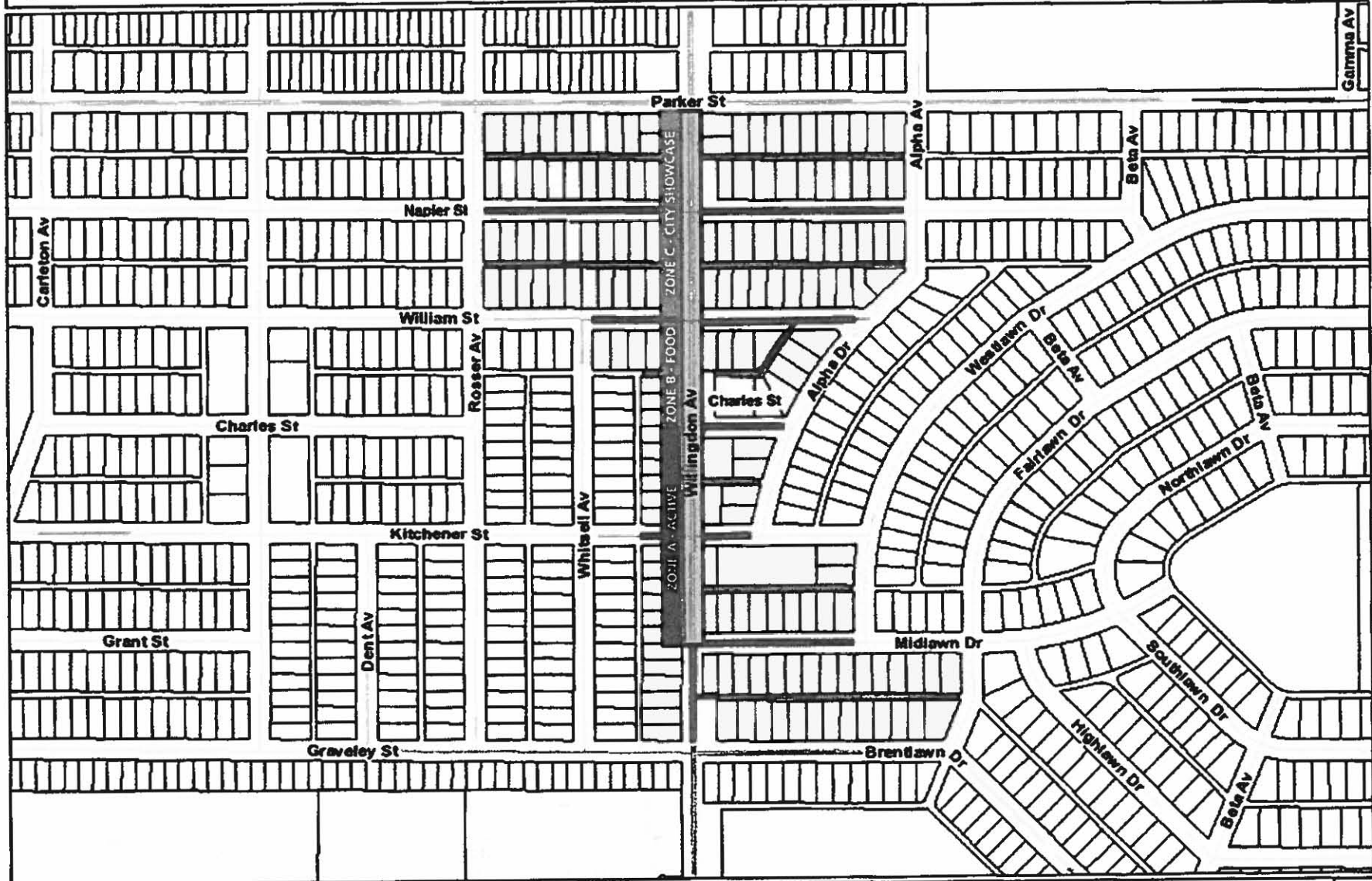
Attachment (Street Closure Plan)

Copied to: Director Corporate Services  
Director Public Safety & Community Services  
RCMP OIC Burnaby Detachment  
Fire Chief



# Willingdon Linear Park Grand Opening - July 21

1:4,831



The information has been gathered and assembled on the City of Burnaby's computer systems. Data provided herein is derived from a number of sources with varying levels of accuracy. The City of Burnaby disclaims all responsibility for the accuracy or completeness of information contained herein.

