
TO: CITY MANAGER **DATE:** 2018 June 08

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

SUBJECT: ANNUAL SOUTH BURNABY NEIGHBOURHOOD HOUSE SUMMER
BARBEQUE 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, Antonia Beck, Executive Director, 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 13th Annual Community Neighbourhood House Summer Barbeque Event on Wednesday, 2018 August 01 between 3:00 pm and 7:00 pm has been received from Antonia Beck, Executive Director of the South Burnaby Neighbourhood House. Council approval is required by the Street & Traffic Bylaw.

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 Summer Barbeque 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, music and entertainment.

The Neighbourhood House is requesting the closure of Beresford from Telford to the lane to the west (see *attached* map) from 2:00 pm to 8:00 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.

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

To: City Manager
From: Director Engineering
Re: ANNUAL SOUTH BURNABY COMMUNITY OPEN
HOUSE AND STREET PARTY EVENT
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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 enroute.
3. That the organizers are responsible for arranging barricade volunteers for all barricade locations.
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.



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

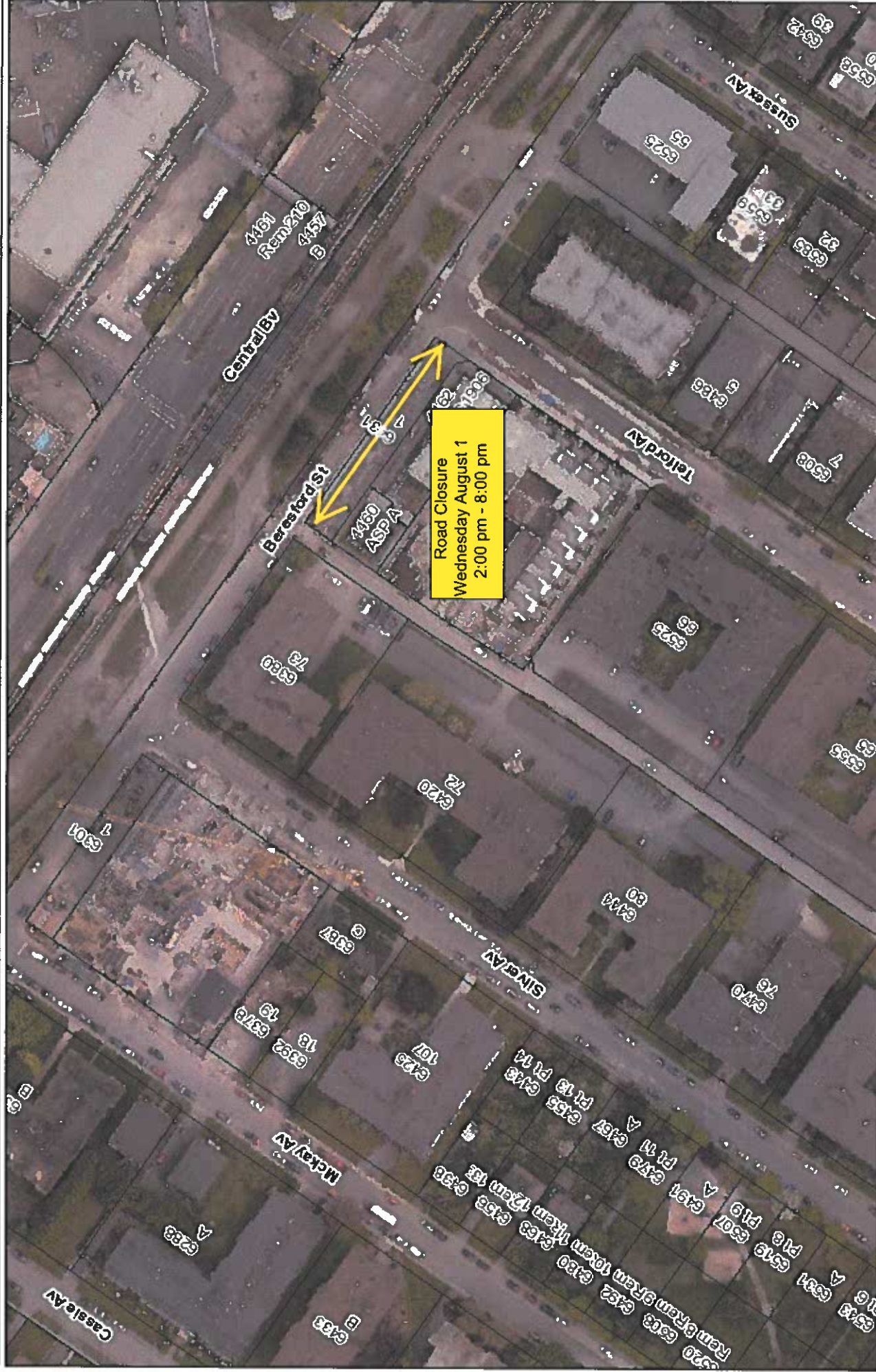
SP/ac

Attachment

Copied to: Director, Public Safety & Community Services
RCMP – OIC Burnaby Detachment Chief Supt. Deanne Burleigh
Fire Chief – Joe Robertson
BC Ambulance Special Operator via email at EMSO@bcehs.ca
Emergency Program Coordinator – Charmaine Pflugrath

South Burnaby Neighbourhood House Annual Summer Barbeque Event - Wednesday August 1st

1:1,610



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.

