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**TO:** CITY MANAGER **DATE:** 2020 February 12  
**FROM:** DIRECTOR ENGINEERING **FILE:** 38000-40  
**SUBJECT:** HATS OFF DAY PARADE – SATURDAY, 2020 JUNE 06  
**PURPOSE:** To seek Council approval for the Hats Off Day Parade.

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**RECOMMENDATIONS:**

1. **THAT** Council approve the parade and related street closures as outlined in this report.
2. **THAT** a copy of this report be sent to Mischa Greenwood, Chair, Hats Off Day Committee, c/o Heights Merchants Association, 4019 Hastings St, Burnaby, BC V5C 2J1.

**REPORT****INTRODUCTION**

This year's Hats Off Day Parade is proposed to take place on Saturday, 2020 June 06 and the organizers are seeking similar assistance as they have received in the past including support for the necessary street closures, parking restrictions, traffic control, sanitation services, and utilization of the Heights Fountain Square and Urban Renewal Site adjacent to Hastings Street. Council approval for a parade is required by the *Street & Traffic Bylaw*.

**POLICY SECTION**

The Hats Off Day Parade is aligned with the City of Burnaby's Corporate Strategic Plan by supporting the following goals and sub-goals of the Plan.

**Goal**

- A Connected Community
  - Social connection –  
Enhance social connections throughout Burnaby

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- An Inclusive Community
  - Create a sense of community –  
Provide opportunities that encourage and welcome all community members and create a sense of belonging
  
- A Healthy Community
  - Community involvement –  
Encourage residents and businesses to give back to and invest in the community

## **DISCUSSION**

Hastings Street between Boundary Road and Gamma Avenue will be closed between 8:30 am and 5:00 pm. At the same time, all cross streets and laneways along the same stretch of Hastings will be closed between Albert Street and Pender Street. Floats and parade participants will be assembling in the 200 – 300 blocks of Alpha Avenue and Beta Avenue and the 4500 – 4700 block of Albert Street between 8:00 am to 12:00 pm. At 9:30 am, the Hats Off Day Family Fun Dash will begin on Hastings Street between Madison Avenue and MacDonald Avenue. At 9:45 am, the Vancouver & Seattle Police Drill Teams will proceed west along Hastings Street starting at Beta Avenue. The actual parade will start at 10:00 am and end at Boundary Road, requiring a partial closure of Boundary Road north to Albert Street for dispersal in the 3700 - 3800 block of Albert Street at approximately 11:00 am. Following the parade, Hastings Street will remain closed for pedestrian oriented activities. At 4:00 pm, the RCMP will begin to clear the street in preparation of opening it up to traffic at 5:00 pm. The parade route and other related street closures are shown on Figure 1 (*attached*).

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 en route.
3. That the RCMP has agreed to control and monitor traffic operations at Hastings Street & Willingdon Avenue for the duration of the road closure.
4. That the organizers are responsible for arranging for barricade volunteers for all barricade locations except where RCMP will be present.
5. That all emergency and transit services are advised of the event.

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6. 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.
7. That the parade be covered with liability insurance in the minimum amount of \$5 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.
8. 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.

As in past years, City staff will be providing the requested support and the RCMP will ensure that a safe environment exists by having staff members available.



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

RP/ac

Attachment

Copied to: Director Corporate Services  
Director Public Safety & Community Services  
RCMP – OIC Burnaby Detachment Chief Supt. Deanne Burleigh  
Acting Fire Chief – Dave Samson  
BC Ambulance Special Operations, via email SpecialOperations@bcehs.ca  
Emergency Program Coordinator – Charmaine Pflugrath  
Supervisor - Sports & Outdoor Recreation – Lyndsay Anderson

# HATS OFF DAY PARADE - SATURDAY JUNE 06, 2020

- CLOSED BETWEEN 8:00am - 5:00pm
- CLOSED BETWEEN 8:00am - 12:00pm
- CLOSED BETWEEN 8:30am - 5:00pm
- CLOSED BETWEEN 11:00am - 12:30pm



REV. NO.	REVISIONS	DATE	BY	CHKD



## COUNCIL STREET CLOSURE

DATE	2020-FEB-17
PREP BY	T. COO. P. HALL
DESIGNED BY	
APPROVED BY	

STREET AND AVENUE CLOSURE PERMITS