

**TO:** MAYOR & COUNCIL  
**FROM:** GENERAL MANAGER ENGINEERING  
**SUBJECT:** **TEMPORARY ROAD CLOSURE REQUEST – GIROLINA BIKE & RUN EVENT**  
**PURPOSE:** To seek Council approval for a temporary road closure on Penzance Drive between Willingdon Avenue and North Beta Avenue for the Girolina event.

### **RECOMMENDATION**

**THAT** the closure of the portion of Penzance Drive between Willingdon Avenue and North Beta Avenue be approved from 6:00 AM – 1:30 PM on July 16, 2023, as outlined in the June 19, 2023 report titled “Road Closure Request – Girolina Bike & Run Event.”

### **CHIEF ADMINISTRATIVE OFFICER’S COMMENTS**

I concur with the recommendation of the General Manager Engineering.

#### **1.0 POLICY SECTION**

Temporary road closures for special events do not require Council approval, as such this report is discretionary based on previous administrative practices.

#### **2.0 BACKGROUND**

The City of Burnaby Parks, Recreation and Culture Services (PRC) Department (the event organizer) is returning this year with the annual Girolina Bike and Run event in the Capitol Hill neighbourhood. The event is organized for children from the age of 5-11 to encourage participation in family cycling with activities presented by the PRC Department and supported by the local cycling community.

#### **3.0 GENERAL INFORMATION**

Staff will be working with a qualified traffic management company to develop the traffic control plan; coordinate with the City’s Sign Shop to install temporary parking restriction signage; and coordinate with City Bylaw Enforcement for parking enforcement.

As Girolina is a City produced event, liability insurance is not required; however, the event organizer is aware that approval of the road closure is subject to the following condition(s):

1. That a qualified traffic control management company will set up the road closures according to the approved layout (see Attachment 1).

#### **4.0 COMMUNICATION AND COMMUNITY ENGAGEMENT**

The event organizer is aware that all emergency and transit services are to be advised of the event. Notification letters to impacted residents and businesses will be sent out at least two (2) weeks prior to the event to advise them of the road closures and any temporary parking restrictions.

#### **5.0 FINANCIAL CONSIDERATIONS**

Funding is provided by Parks, Recreation and Culture in the 2023 Operating budget.

Respectfully submitted,

Jozsef Dioszeghy, P. Eng., General Manager Engineering

#### **ATTACHMENT**

Attachment 1 – Map of Temporary Road Closure for the Event

#### **REPORT CONTRIBUTORS**

This report was prepared by Faye Chan, Traffic Technician 1, and reviewed by Amy Choh, Director Engineering Transportation.