

TO: MAYOR & COUNCIL
FROM: GENERAL MANAGER ENGINEERING
SUBJECT: **TEMPORARY ROAD CLOSURE REQUEST – REMEMBRANCE DAY PARADE AND CEREMONY, NORTH BURNABY**
PURPOSE: To seek Council approval for a temporary road closure on Albert Street, Alpha Avenue, and adjacent laneway for the Royal Canadian Legion, Branch 148, Remembrance Day Parade and Ceremony.

RECOMMENDATION

THAT the closure of Albert Street, Alpha Avenue, and the laneway north of Albert Street be approved from 10:00 AM – 11:00 AM on November 11, 2023, as outlined in the October 16, 2023, report titled “Temporary Road Closure Request – Remembrance Day Parade and Ceremony, North Burnaby”; and

THAT the closure of Alpha Avenue, north of Albert Street be approved from 10:00 AM – 12:00 PM on November 11, 2023, as outlined in the “Temporary Road Closure Request – Remembrance Day Parade and Ceremony, North Burnaby”.

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 Royal Canadian Legion, Branch 148, will be organizing their annual parade and ceremony on November 11, 2023. The parade will proceed south from the Library at Confederation Centre, east on Albert Street, north on Alpha Ave, and to the North Burnaby Cenotaph.

3.0 GENERAL INFORMATION

To facilitate the temporary road closure, staff will work with a qualified traffic management company to develop a 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. City staff will also be working closely with the RCMP to safely accommodate the needs of residents and participants.

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

1. That a qualified traffic control management company will set up the road closures according to the approved layout; and
2. That the event be covered with liability insurance for a minimum amount of \$5,000,000 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.

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 support is provided as part of the 2023 Engineering Operating budget.

Respectfully submitted,

Jozsef Dioszeghy, P.Eng., General Manager Engineering

ATTACHMENTS

Attachment 1 – Map of Temporary Road Closure for Remembrance Day RCL 148

REPORT CONTRIBUTORS

This report was prepared by Giovanna Lanius-Pascuzzi, Traffic Technician 1, and reviewed by Eric Tam, P.Eng. PToE, Senior Transportation Engineer, and Amy Choh, P.Eng.,PMP, Director Engineering Transportation.