
TO: CHIEF ADMINISTRATIVE OFFICER **DATE:** 2022 June 15

FROM: ACTING GENERAL MANAGER **FILE:** 38000-40
ENGINEERING

SUBJECT: ROAD CLOSURE REQUEST – 2022 EDMONDS CITY FAIR

PURPOSE: To seek Council approval for road closures.

RECOMMENDATIONS:

1. **THAT** Council approve the road closures for the Edmonds City Fair as outlined in this report.
2. **THAT** a copy of this report be sent to Daniela Tench, Program Coordinator on behalf of the Edmonds Fair from City of Burnaby's Parks, Recreation and Culture, 7433 Edmonds Street, Burnaby, BC, V3N 1B1.

REPORT

1.0 INTRODUCTION

A request to use City streets for the 17th Annual Edmonds City Fair on Saturday, 2022 July 23 has been received from Daniela Tench, Program Coordinator on behalf of the Edmonds Fair from City of Burnaby's Parks, Recreation and Culture.

2.0 DISCUSSION

The 17th annual Edmonds City Fair is proposed to be held on Saturday, 2022 July 23, from 11:00 am to 3:00 pm. The event would require the closure of Humphries Avenue between Elwell Street and Vista Crescent (see **attached** map) from 8:00 am to 4:30 pm, which includes set up and tear down.

This community festival is a collaborative effort of local community and business organizations. The following are proposed activities to be held at Edmonds Park's playground and plaza: a petting zoo, roaming entertainers, games such as sack races, egg and spoon race, activities for all ages, and a variety of ethnic performances. There will also be food and displays from the local community featuring free activities, primarily for children. In addition, the scaled down Classic Car Show is planned along Humphries Avenue between Elwell Street and Vista Crescent. With this year's event being one hour shorter than previous years, attendance is estimated to be no more than 5,000 people.

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

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 en route.
3. 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.
4. 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.
5. That a letter be sent out to all residents and businesses impacted by the road closures 2 weeks prior to the event.
6. That the organizers are responsible for arranging for barricade volunteers for all barricade locations.
7. That all emergency and transit services are advised of the event.

3.0 RECOMMENDATIONS

It is recommended that Council approve the road closures for the Edmonds City Fair as outlined in this report. It is further recommended that a copy of this report be sent to Daniela Tench, Program Coordinator on behalf of the Edmonds Fair from City of Burnaby's Parks, Recreation and Culture, 7433 Edmonds Street, Burnaby, BC, V3N 1B1.


Jozsef Dioszeghy, P. Eng.
ACTING GENERAL MANAGER ENGINEERING

AC/sla
Attachment

Copied to: General Manager Community Safety
OIC RCMP
Fire Chief
Emergency Program Coordinator (Attn. Charmaine Pflugrath)
Manager Recreation Services (Attn. Isabelle Taillon)
Supervisor Sports and Outdoor Recreation (Attn. Lucas Bjerke)
BC Ambulance Special Operator (via email at SpecialOperations@bcehs.ca)
City Clerk



Edmonds City Fair - 2022

Saturday, July 23rd 8:00am to 4:30pm

1:2,000



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.

