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

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

**SUBJECT: ROAD CLOSURE REQUEST – 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 for South Burnaby Neighbourhood House's Summer Barbeque Event as outlined in this report.
2. **THAT** a copy of this report be sent to Antonia Beck, Chief Executive Officer, South Burnaby Neighbourhood House, 4460 Beresford Street, Burnaby, BC, V5H 0B8.

REPORT

1.0 INTRODUCTION

Antonia Beck, Chief Executive Officer of the Burnaby Neighbourhood House submitted a road closure request on Beresford Street on Thursday, 2022 August 11 to host the annual street party.

2.0 DISCUSSION

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 500 people are expected to attend this year's event. In addition to the barbecue, the event will have a variety of interactive and display booths hosted by community partners and local businesses. There will also be children and family activities such as games, face painting, crafts, music and entertainment.

The Neighbourhood House is requesting the closure of Beresford Street from Telford Avenue to the laneway west of Telford Avenue (see **attached** map) from 1:00 pm to 8:00 pm which includes set up and take down. The Neighbourhood House has consulted with

To: Chief Administrative Officer
From: Acting General Manager Engineering
Re: Road Closure Request – Annual South Burnaby
Neighbourhood House Summer Barbeque Event
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all of the businesses on Beresford Street 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:

1. That the road closure is 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 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.

3.0 RECOMMENDATIONS

It is recommended that Council approve the road closure for South Burnaby Neighbourhood House’s Annual Summer Barbeque. It is further recommended that a copy of this report be sent to Antonia Beck, Chief Executive Officer, South Burnaby Neighbourhood House, 4460 Beresford Street, Burnaby, BC, V5H 0B8.


Jozsef Dioszeghy, P. Eng.
ACTING GENERAL MANAGER ENGINEERING

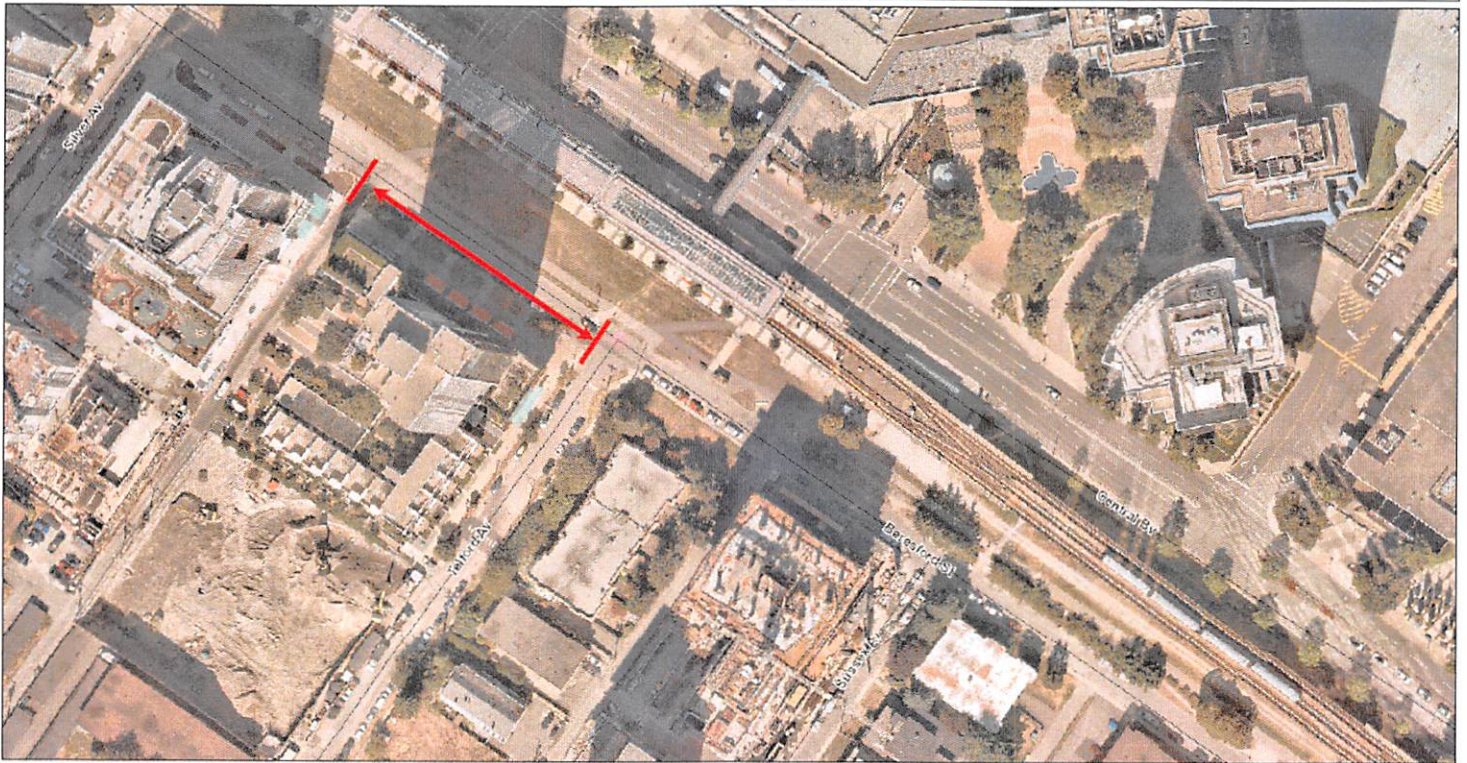
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Attachment

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

South Burnaby Neighbourhood House - Annual BBQ

Thursday, August 11 1:00 pm to 8:00 pm

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