

**TO:** CITY MANAGER  
**FROM:** DIRECTOR ENGINEERING  
**SUBJECT:** HATS OFF DAY PARADE  
SATURDAY, 1998 JUNE 06

**DATE:** 1998 05 04

**FILE:** 55-01-02

**PURPOSE:** To seek Council approval for the Hats Off Day Parade.

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**RECOMMENDATIONS:**

1. THAT Council approve the parade as discussed in this report.
2. THAT the coordinator of the event, Liz Dill, Community School Coordinator, Gilmore Community School, 50 S. Gilmore Avenue, Burnaby BC, be sent a copy of this report.
3. THAT a copy of this report be sent to Lorna Leslie, Ministry of Transportation & Highways, #200 - 1065 Columbia Street, New Westminster BC, V3M 6H7.

**REPORT**

Gilmore Community Association has requested that Hastings Street traffic be detoured along City streets on 1998 June 06 between 9:00am and 2:30pm. As this parade requires the temporary closure of Hastings, approval must be granted by the Ministry of Transportation & Highways. In the context of the Street & Traffic Bylaw, a parade requires Council's approval.

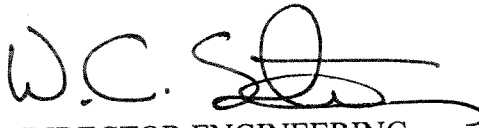
The parade will assemble in the 300 and 400 block of Rosser Avenue and in the 4200-4400 block of Albert Street at 9:30am. At 10:00am the Seattle and Vancouver Motorcycle Squads will proceed down Hastings then the parade will wait 15 minutes until starting. The parade will then proceed westbound along Hastings Street, dispersing in the 3700 block of Albert Street at approximately 12:00noon. As Albert Street will be closed from Boundary to Willingdon blocks from 8:00am to 2:30pm for assembly and dispersal, the coordinator, Liz Dill, has undertaken a mail-out to residents to inform them of the event and closure. During the parade, Carleton Street will also be closed from Pender Street to Albert Street for display booths and MacDonald between Pender and Hastings for an inflatable tunnel for kids between 8:00am and 4:00pm. A new additional feature to this year's event will be a Children's Carnival that will be situated on City property at the south side of the 3800 block Hastings. To ensure public safety, the City will be erecting snow fencing along the south side of the 3800 block Hastings.

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 marshall or organizer.
2. That all participants be instructed to respect the rights and property of the individuals encountered en route.
3. 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.
4. That the coordinator of the Children's Carnival (Fraser Amusements) 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.

Since this parade requires the temporary closure of a highway, extensive measures must be taken to re-route Hastings Street traffic. It is recommended that westbound traffic be diverted to Oxford Street and eastbound traffic be diverted to Parker Street.

The RCMP will ensure that a safe environment exists by having staff members available and City staff will be present to assist in the handling of traffic control.

  
DIRECTOR ENGINEERING

SP:jb

cc: Director Finance  
RCMP-Traffic Division