

TO: CITY MANAGER

DATE: 1999 09 03

FROM: DIRECTOR ENGINEERING

FILE: 55-01-02

SUBJECT: 21ST ANNUAL CHRISTMAS TOY RUN

PURPOSE: To advise Council of the preparations for the 21st Annual Christmas Toy Run to be held on Sunday the 3rd of October 1999.

RECOMMENDATIONS:

1. **THAT** the 21st Annual Toy Run be approved as discussed in this report.
2. **THAT** the RCMP and City staff be authorized to provide full support for this event as discussed in this report.
3. **THAT** copies of this report be sent to the event coordinator, Adele Tompkins, Executive Director, BC Coalition of Motorcycles, Unit 37, 13320 116th Avenue, Surrey, BC, V3R 0R8 and Mr. Raymond DesCotes, Executive Director, Lower Mainland Christmas Bureau, 1370 Napier Street, Vancouver, BC, V5L 2M4.

REPORT

1.0 BACKGROUND

A request to ride through Burnaby for the 21st Annual Christmas Toy Run has been received from Adele Tompkins, Executive Director of the BC Coalition of Motorcycles. The Christmas Toy Run is an annual event that provides a large quantity of toys for families throughout the lower mainland. This year's event has been scheduled for Sunday, October 03.

2.0 PROPOSED ROUTING AND TRAFFIC CONTROL

As in previous years, the Toy Run will commence at Coquitlam Centre, travel west on Barnet Highway, through Port Moody on St. John's Street, west through Burnaby via Barnet Highway and Hastings Street, and into Vancouver to the Pacific Coliseum. The majority of the route passes through the City of Burnaby.

For the 1998 Toy Run, an attempt was made to change the format to allow for breaks in motorcycle traffic and have the event run strictly following rules of the road. For the 1999 Toy Run, a return to the parade format has been proposed. To assist in making this year's event a success, staff met with the organizers in May 1999 to devise an effective and safe procedure to meet the needs of the organizers and provide an opportunity to allow for a return to the more successful parade format of previous years.

To safely accommodate the needs of residents and participants, a much more active role for City staff and the RCMP is required. The proposed traffic control plan for the day of the event is summarized as follows:

2.1 Parking Removal

Parking will be removed from the north side of Hastings Street between Inlet Drive and Boundary Road from 9:00AM to 1:00PM. City Bylaw Officers will arrange for the removal of any vehicles left on the street during this restriction.

2.2 Road Closures

All intersecting streets on the north side of Hastings Street between Inlet Drive and Boundary Road will be closed from 10:00AM to the end of the parade at approximately 12:00PM except for two control points at Willingdon Avenue and Holdom Avenue where traffic will be queued and allowed to cross at the traffic signals at fifteen minute intervals during the parade.

Eastbound traffic will not be permitted to turn left across the parade traffic. Northbound traffic will be restricted to right turns only at all intersections except at the two control points mentioned above. Westbound Burnaby Mountain Parkway traffic will be intercepted at Duthie Avenue and routed southbound to Curtis Street or Broadway for the duration of the parade. Barricades will be placed and monitored by City staff.

2.3 Traffic Signal Operations

All traffic signals, except at the control points, will be placed into flash operation during the parade, displaying a flashing yellow to Hastings Street and flashing red to the crossing street. The signals at the control points will be manually held to display green until such time as traffic is permitted to cross. At that time, the signal will be manually changed to display red on Hastings and green on Holdom or Willingdon for a short interval to allow traffic to move across Hastings Street. Regular RCMP officers or RCMP auxiliary members will be posted to all signals to monitor or control traffic operations as required during the parade.

2.4 Transit Operations

TransLink has been directly involved with the preparations for the Toy Run. They will be rescheduling or rerouting buses as required during the parade. City staff will work closely with TransLink staff to assist transit operations .

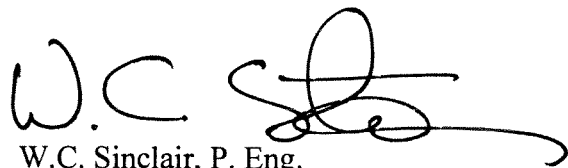
3.0 Public Relations

Residents and businesses of Burnaby in the area north of Georgia Street between Inlet Drive and Boundary Road will be notified of the event by a notice to be delivered by 1999 September 25. City staff will prepare and arrange for the distribution of the notices. A press release will be prepared and distributed to the newspapers encouraging the public to come and view the event and asking that they modify their travel plans to avoid the route should they need to travel in North Burnaby.

Large advance warning signs will be installed on Hastings Street, Gilmore, Willingdon, Holdom, Kensington, and Sperling Avenues and on Burnaby Mountain Parkway by Wednesday, September 29. On the day of the event, a large changeable message sign will be installed on Willingdon Avenue south of Lougheed to intercept northbound traffic and attempt to divert Vancouver bound traffic to Lougheed Highway.

4.0 COSTS

The cost of providing the signing, barricades, City staff policing, and equipment for the event is estimated at \$15,000. As this a charitable event for a good cause, it is recommended that the costs of providing the necessary services be born by the city. However, this item has not been budgeted and accordingly it is recommended that costs be met through the use of operating contingency fund.


W.C. Sinclair, P. Eng.
DIRECTOR ENGINEERING

BB:

cc: Director Finance

