

Item .....	12
Manager's Report No. ....	10
Council Meeting .....	03/04/07

**TO:** CITY MANAGER **DATE:** 2003 03 17  
**FROM:** DIRECTOR ENGINEERING **FILE:** 55-01-02  
**SUBJECT:** HATS OFF DAY PARADE - SATURDAY, 2003 JUNE 07  
**PURPOSE:** To seek Council approval for the Hats Off Day Parade.

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**RECOMMENDATIONS:**

1. **THAT** Council approve the parade and related road closures 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, B.C., be sent a copy of this report.

**R E P O R T**

Gilmore Community Association has requested that Hastings Street traffic be detoured along City streets on 2003 June 07 between 9:00am to 3:00pm for the annual Hats Off Day Parade. In the context of the Street & Traffic Bylaw, a parade requires Council's approval.

Engineering staff, RCMP, Fire, BC Transit and parade organizers have been working together to manage the diversion of Hastings Street traffic. East and westbound traffic will be diverted to Parker Street as in previous years.

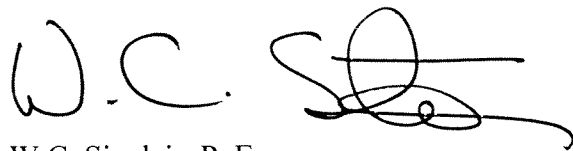
The parade will assemble in the 100 and 200 block of Beta Avenue and in the 4600 block of Albert Street at 9:00am. At 9:30am, the parade will proceed westbound along Hastings Street, dispersing in the 3700 block of Albert Street approximately 11:30am.

Pony rides and children's activities will also be situated on City property on the south side of the 3800 block Hastings Street.

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 marshal 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 \$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.

As in past years, 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 and to coordinate cleaning.

A handwritten signature in black ink, appearing to read 'W.C. Sinclair', with a stylized flourish extending from the end.

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

SC:jb

cc: Director Finance  
RCMP - Traffic Division