

TO: CITY MANAGER

DATE: 2004 07 07

FROM: DIRECTOR ENGINEERING

FILE: 38000-40

SUBJECT: ROAD AND LANE CLOSURE - GRAY AVENUE

PURPOSE: To seek Council approval for a road and lane closure.

RECOMMENDATIONS:

1. **THAT** Council approve the road and lane closure as discussed in this report.
2. **THAT** the coordinator of the event, Reverend K.I. MacDonald, South Burnaby United Church, 7591 Gray Avenue, Burnaby, BC V5J 3Z4, be sent a copy of this report.

REPORT

A request to use a City street and laneway for a community Festival on Saturday, 2004 September 18, 7:00 am to 4:00 pm has been received from Reverend K.I. MacDonald of the South Burnaby United Church. Council approval is required by the Street & Traffic Bylaw.

The South Burnaby United Church is requesting the use and closure of the road and laneway in the rear of their property (7591 Gray) and Gray Avenue from Watling to Rumble, see attached map, for their fourth Fall Festival on Saturday, 2004 September 18.

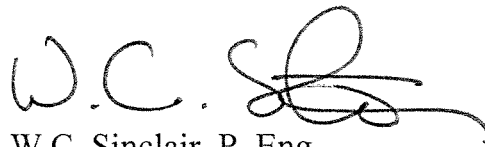
The festival will allow their neighbours an opportunity to meet and participate in their various events through the day.

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

1. That the road and lane closure be conducted under the supervision of one person as marshall or organizer.

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2. That all participants be instructed to respect the rights and property of the individuals encountered in the laneway and on the road.
3. That the road and lane 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.


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

SC:
Attach.

cc: Director Finance
RCMP-Traffic Division

