

**TO:** CITY MANAGER **DATE:** 2005 April 11  
**FROM:** DIRECTOR ENGINEERING **FILE:** 38000-40  
**SUBJECT:** HATS OFF DAY PARADE – SATURDAY, 2005 JUNE 04  
**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 Ave, Burnaby BC, be sent a copy of this report.

**REPORT**

Gilmore Community Association has requested that Hastings St traffic between Boundary and Gamma be detoured along City streets on 2005 June 04 between 8:30am 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 St traffic. East and westbound traffic will be diverted to Lougheed Hwy this year to relieve the traffic congestion on Parker St.

The parade will assemble in the 100 and 200 blocks of Beta Ave and in the 4600 block of Albert St at 8:00am. At 9:00am, the parade will proceed westbound along Hastings St, dispersing in the 3700 block of Albert St approximately 11:30am.

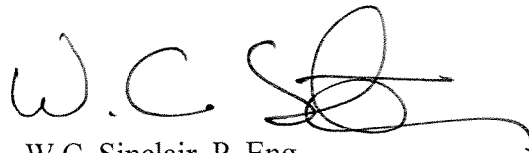
Planned art and other children's activities will also be situated on City property on the south side of the 3800 block Hastings St.

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 \$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 waste removal and clean up.



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

SC:jb

Copied to: Director Finance  
RCMP-Traffic Division