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**TO:** CITY MANAGER **DATE:** January 12, 2010

**FROM:** DIRECTOR PARKS, RECREATION &  
CULTURAL SERVICES

**SUBJECT: 2010 CANARY SOAPBOX DERBY**

**PURPOSE:** To seek approval for the road closures for the 2010 Canary Soapbox Derby.

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**RECOMMENDATIONS:**

1. THAT Council approve the road closure, as discussed in this report.
2. THAT the coordinator of the event, Stephanie Price, 25 – 788 West 15<sup>th</sup> Avenue, Vancouver, BC V5Z 1R5 be sent a copy of this report.
3. THAT the operator of Silent Waters Ltd. (Deer Lake Boat Rentals), Damien Liu , 5435 Sperling Avenue, Burnaby, BC V5E 2T2 be sent a copy of this report.

**REPORT****INTRODUCTION**

A request to use City streets for the third annual 2010 Canary Soapbox Derby on 2010 September 25 from 9:00 am to 4:00 pm has been received from Stephanie Price of the Canary Foundation (Attachment #1). The event would require the closure of Deer Lake Drive and Sperling Avenue adjacent to Deer Lake Park. The races would run from 11:00 am – 4:00 pm. Leading technology companies will build soapbox derby cars and then race them down Deer Lake Drive. There will be children's entertainment and awards for the fastest soap box and most stylish one. Money raised will go to the Canary Foundation, which is dedicated to funding early cancer detection and intervention. The Canary Foundation works in conjunction with the BC Cancer Foundation, supporting research at BC Cancer Agency. The event was a huge success at this location last year with local resident support and involvement. (Attachment #2)

**ROAD CLOSURE**

The road closure would encompass Deer Lake Drive and Sperling Avenue adjacent to the Deer Lake Park from 9:00 am to approximately 4:00 pm. Organizers will provide a letter to all affected residents by the end of August that will be impacted by the road closure. The organizers will have designated volunteers manning the road barricades at the top of Deer Lake Drive and the bottom of Sperling Avenue with access available for all local residents and Deer Lake Boat Rentals during the entire event.

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Access to and from the parking lot at Deer Lake will be open to all via the north gate and the south gate will be closed to the public. The park beside Deer Lake Boat Rentals will be used for the event.

## CONCLUSION

City staff are satisfied that the proposed road closure as outlined is practicable. In accordance with the Street & Traffic Bylaw, Council approval is required for the derby.

The organizers are aware that Council approval for road closure is subject to the following conditions:

1. That the road closure 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 road closure 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 barricades be manned by volunteers for the entire length of the road closure.
5. That the organizers provide a letter to all affected businesses and residents that will be impacted by the road closure.

The Engineering Department concurs with this report.



Dave Ellenwood  
DIRECTOR PARKS, RECREATION & CULTURAL SERVICES

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Copied to: RCMP – OIC Burnaby Detachment - Supt. Rick Taylor  
Director of Engineering  
Director Finance  
Fire Chief - Bob Cook  
BC Ambulance - Carlisa Hampton - Special Operations  
#302 - 2755 Virtual Way, Vancouver, BC V5M 4X6

**CANARY SOAP BOX DERBY - 2010**

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Dear City Council,

I am happy to announce that our 2<sup>nd</sup> Annual Canary Derby, held in Burnaby, was a bigger success than the first one held in Gastown. Happily, we raised over \$129,000, up \$13,000 from the year previous, which is very exciting.

The event's success was mainly due to the excellent and beautiful location at Deer Lake Park. Our event was concentrated in the park area beside Deer Lake Drive, next to the boat rental. We also utilized the parking lot closest to the concession stands as well as having access to the change room. With all of these elements, it was a perfect setting to watch the race and enjoy the atmosphere.

Excitingly, many community residents came out to watch and several contacted us before our event to volunteer. As well, Damien, from the boat rentals, was very kind and helpful, and graciously let us use the boat rental access route.

Many of the racers and spectators took out a boat as an extra activity on event day.

Due to the overwhelming achievements of the event, along with the amazing support from the City of Burnaby, we would love to hold this event again this year.

Please see the details following.

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**CANARY SOAP BOX DERBY - 2010**

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**REQUEST FOR EVENT**

**Event :** Third Canary Soapbox Derby in the Lower Mainland. Being held in Burnaby for the second year!

**Location :** Deer Lake Park  
(starting at top of Deer Lake Dr - which then turns into Sperling Avenue - finishing at the start of the parking lot on Sperling Avenue)

**Date :** Saturday September 25<sup>th</sup> 2010

Vancouver's leading technology companies will build soapbox derby cars and then race them down Deer Lake Drive to the beginning of the Deer Lake Park parking lot (on Sperling Ave) Saturday September 25th, 2010 from 9 a.m. to 4 p.m. There will be children's entertainment and awards for fastest soap box and most stylish one. Money raised will go to the Canary Foundation, which is dedicated to funding early cancer detection and intervention. The Canary Foundation works in conjunction with the BC Cancer Foundation, supporting research at BC Cancer Agency.

**Proposed Event Time Table**

Set-up:	7:00am – 8:45am
Trial Heats:	9:00am – 11:00am
Race:	11:00am – 3:00pm
Final Race:	3:00pm – 3:30pm
Award Presentation	3:30pm – 4:00pm
Clean up:	4:00pm – 5:00pm
City Streets up and running by	5:15pm
<b>We will race for 45 minutes and have 15 minutes before the hour to allow local residents access to their driveways</b>	

**Safety:**

We will have tires down each side of the racecourse, extending 200ft past the finish line. We will also have tires placed around any structures that are protruding.

We are going to ask two St John Ambulance first aid attendants to be on-site as well as the mobile first aid truck. They will be located just past the finish line beside the race pit in the parking lot.

We will provide liability insurance as we did last year.

## **CANARY SOAP BOX DERBY - 2010**

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### **Sanitation**

We would like to use the public washrooms on-site but will order extra portable toilettes for the BBQ area should the City of Burnaby not want us to tie up their public bathroom. We will rent 4 port-a-potties from the City.

We will order extra garbage cans (toters – 96 gallon) and recycling bins to be distributed along the racecourse. We will have volunteers picking up garbage during the event and the garbage company will take away all the rented bins at the end of the event.

### **Temporary Structures**

We would like to have a 24' x 12' platform (12" high) at the finish line with a tent on top (10' x 20') with a finish line truss structure fitted with a finish line banner and the logos of the sponsors. This will most likely be in the parking lot area close to the finish line.

We would also like to use the park by the boat launch to have a private BBQ area. Within this area we would like to have a regulated ID checking beer garden for VIP guests and racers only. We will get the appropriate permits as requested by the City.

### **Power Source**

We would like to utilise the power source in the abandoned concession stand (as we did last year). We will also have a back up generator.

### **Sound System**

*Multi-zoned sound system consisting of*

- 4 Mackie SRM450 active loudspeakers
- 2 Community R2 loudspeakers
- 1 Yamaha 01V digital mixing console
- 1 DBX 2231 stereo 1/3 octave equalizer
- 1 Denon DNC635 CD player
- 1 FM receiver
- Wireless microphones with handheld transmitter

We would like to play an array of music through out the races via a set-up that is controlled by our sound technician. We would not have the music on until 11am and will be mainly heard by those in the beer garden and along the finish line.

### **Entertainment**

We will have a kid zone located in the BBQ area with a bouncy castle for children. We would also like to rent a climbing wall and put it in the parking lot for the race teams to use. We are trying to see if we can get a local band to play for an hour during the lunch break.

**CANARY SOAP BOX DERBY - 2010**

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**Food**

We would like to have a BBQ area to serve hamburgers for invited guests and their families. We would sell the food but all the proceeds would be donated to the charity. We are going to ask Vera's Burgers to sponsor our event again. It was a hugely popular.

We would also like to have a beer/wine garden for special VIP guests and racers. Again, only available to invited guests of the derby.

Better Life Coffee will be supplying coffee for free for our invited guests as well as our volunteers. They will be set up in the park area off the race course.

We will obtain the proper permits as set out by the food and safety for Fraser health. We will also obtain the liquor license as required by the City.

**Parking**

We would require use of part of the parking lot. Preferably the stalls closest to the road for our race pit and finish stage. We would also request the parking spaces along Deer Lake Drive and Sperling Avenue (up until the end of the parking lot) be reserved for our racecourse.

**Improvements we propose:** We would put more directional signs up at the entrance to Sperling Avenue and talk to the Burnaby Museum about using some of their parking as overflow. Once the racers have set up we will ask them to move their cars to a further location thus freeing up space for spectators.

**Neighbourhood**

We are going to send out a letter to the residents in the area that will be affected by our racecourse notifying them of the upcoming event. We will also go door to door with a handout to speak with anyone that may have any questions or concerns. We plan to do this by the end of August 2010. The letter will be circulated to Carol Chard for approval before we send it to the residents.

**Race Logistics**

We run races (one car at a time) every 5 minutes starting at the top of the hour for 6 sets (2 test sets, 2 qualifying sets, 2 championship sets). If we start racing at 9:00am we can finish at 3:30pm. After the final race, we can have our awards ceremony acknowledging the winners of the two categories (1. Fastest 2. Best Style). We will also say a few words about our sponsors and volunteers. We will also schedule 15 minutes before the hour to allow residents to access their homes. As soon as the last race is done we will have a tear-down team ready to open the street. We will still need the park area to have our awards. The whole event should be cleaned up by 5pm.

***CANARY SOAP BOX DERBY - 2010***

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**Improvements we propose:** We are going to have more cars this year with more focus on style than speed. We are also talking about moving the start line to below the curve so that we can have a furthest car challenge.

**Volunteers**

We have estimated the need for 80 volunteers doing a range of jobs from race pit, traffic marshals, set-up and take-down of the temporary structures, garbage patrol, kids zone patrol, runners, BBQ area, and, information booth attendants. We will have a leader in charge of each 'volunteer area'.

We appreciate any feedback you can give us to make sure our event is a success.

The Canary Committee looks forward to working with the City of Burnaby.

Best,  
Stephanie Price  
Event Coordinator  
604-644-6401

Attachment # 2

