
TO: CITY MANAGER **DATE:** 2011 August 10
FROM: DIRECTOR ENGINEERING **FILE:** 38000-40
SUBJECT: ROYAL OAK COMMUNITY CHURCH NEIGHBORHOOD EVENT
PURPOSE: To seek Council approval for a temporary road closure.

RECOMMENDATIONS:

1. **THAT** Council approve the road closure as discussed in this report.
2. **THAT** the coordinator of the event, Debra Shelley, Elder Chair, Royal Oak Community Church, 7175 Royal Oak Ave, Burnaby, BC V5J 4J3, be sent a copy of this report.

REPORT

A request to use City streets for a neighbourhood event on Sunday, 2011 September 11 has been received from Debra Shelley of the Royal Oak Community Church. Council approval is required by the Street & Traffic Bylaw.

The Royal Oak Community Church has requested the closure of Victory St between Marlborough Ave & Royal Oak Ave on Sunday, 2011 September 11 from 9:30 am to 3:00 pm to facilitate a neighbourhood event. The event would include music, a free barbecue, activities for the children, and visits by both the Fire & Police departments.

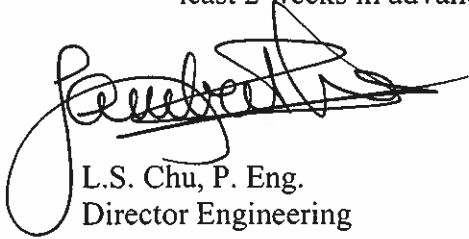
The organizers are aware that approval is subject to the following conditions:

1. That the road closure 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 road 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.

To: City Manager
From: Director Engineering
Re: ROYAL OAK COMMUNITY CHURCH
NEIGHBORHOOD EVENT

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4. That a signed copy of the "City of Burnaby Permit For Short Term Use and Occupancy Of City Lands" be received no later than one week prior to the event.
5. That the organizer is responsible for supplying barricade volunteers to man the barricades for the entire road closure.
6. That an informational letter be sent out to all residents impacted by the road closure at least 2 weeks in advance of the event.



L.S. Chu, P. Eng.
Director Engineering

SC/br

Copied to: Director Finance
RCMP – OIC Burnaby Detachment Chief Supt. Dave Critchley
Fire Chief – Shaun Redmond
BC Ambulance Service, 302-2955 Virtual Way, Vancouver BC V5M 4X6
Emergency Program Coordinator – Charmaine Pflugrath
Supervisor, Sports & Outdoor Recreation



Royal Oak Community Church Neighbourhood Event



- Skytrain Stations
- Skytrain Lines
- Lol
- Right of Way
- Street Intersections
- Traffic Signal
- Speed Humps
- Speed Humps
- Roads
- Private
- Residential
- Collector
- Arterial
- Freeway
- Colour 2008
- Hydrology
- Parks
- Parkland To Be Acquired
- Parkland
- Boundary



ROAD CLOSURE
SUNDAY SEPTEMBER 11
9:00 AM TO 3:00 PM

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Map Scale
1 : 2500