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**TO:** CITY MANAGER **DATE:** 2014 August 14  
**FROM:** DIRECTOR ENGINEERING **FILE:** 38000 40  
**SUBJECT:** REMEMBRANCE DAY PARADE - 2014 NOVEMBER 11  
**PURPOSE:** To seek Council approval for a Remembrance Day Parade

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**RECOMMENDATIONS:**

1. **THAT** Council approve the parade as discussed in this report.
2. **THAT** the coordinator of the event, Tom Waddell, Royal Canadian Legion #83, 5289 Grimmer St Burnaby BC V5H 2H3, be sent a copy of this report.

**REPORT**

A request to use City streets for a Remembrance Day Parade on Monday, 2014 November 11 has been received from Branch #83 of the Royal Canadian Legion. Council approval is required by the Street & Traffic Bylaw.

The Remembrance Day Parade and ceremony will be conducted by the Royal Canadian Legion Branch #83 and the Korean Veterans Association Unit #14. The parade will assemble in front of the Royal Canadian Legion at 5289 Grimmer and at 10:15 am they will march west to Royal Oak, turn left and proceed south bound to Imperial, turn right onto Imperial and proceed west to Jubilee where the parade will turn right on Jubilee into the cenotaph just past the corner of Jubilee and Imperial where the ceremony will commence. The service is expected to end by 12:00 noon. The streets surrounding the parade route will be barricaded just prior to the start of the parade to control traffic as shown on the *attached* map. Barricades are lifted once the parade is safely off an affected street. Jubilee will remain closed until the ceremony is complete and participants have dispersed at approximately 12:30pm.

City staff will be working closely with the RCMP and Coast Mountain Bus Company to safely accommodate the needs of residents and participants.

Large advance warning signs will be installed on Kingsway, Royal Oak, Imperial and Nelson one week in advance of the parade.

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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 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.
4. That the RCMP agrees to monitor all barricades and traffic signals for the duration of the parade.
5. That an informational letter and map be sent out to all residents and businesses impacted by the road closures at least 2 weeks in advance of the parade.
6. 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.



Leon A. Gous, P.Eng., MBA  
DIRECTOR ENGINEERING

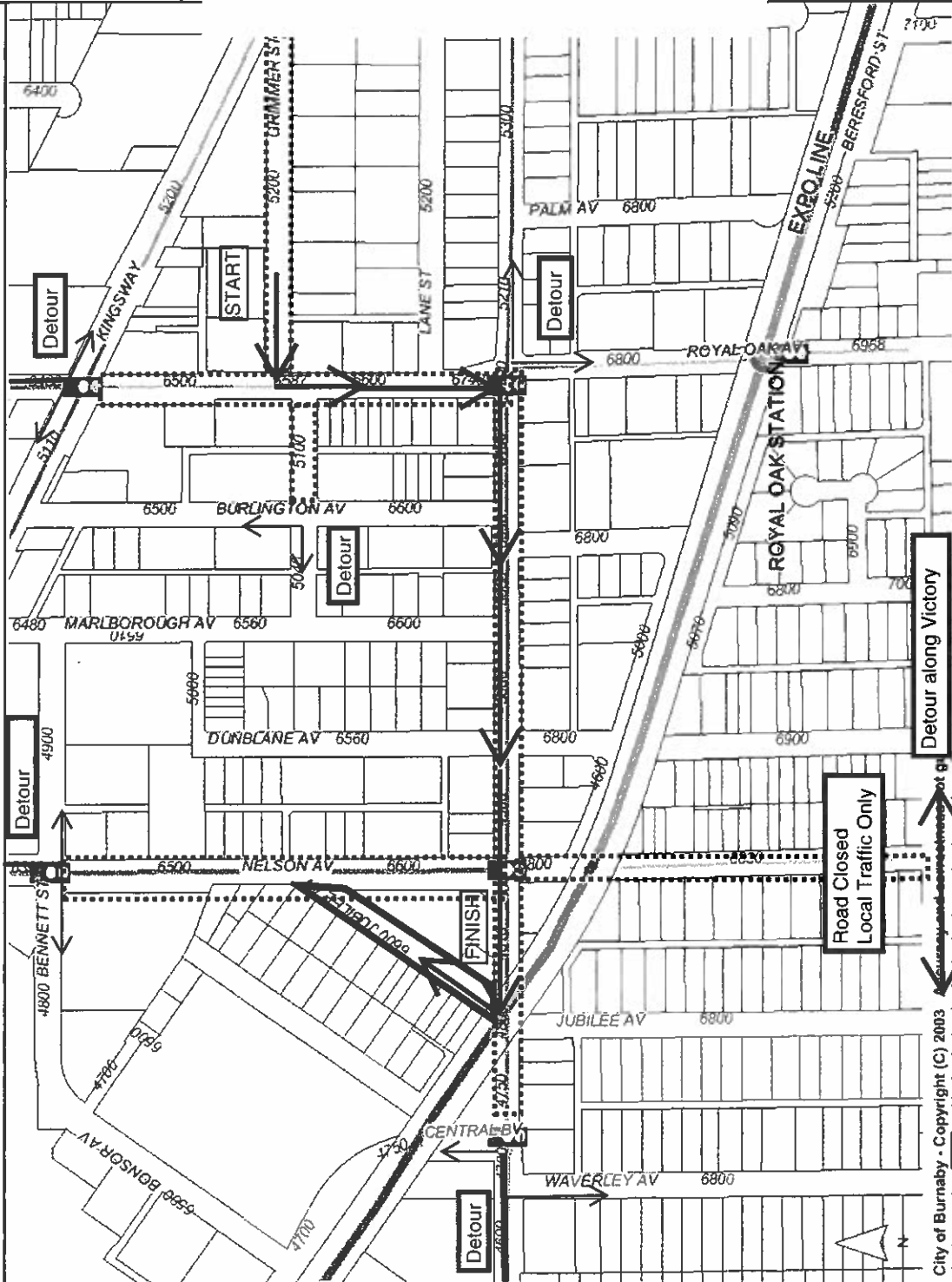
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Attachment

Copied to: Director Finance  
RCMP – OIC Burnaby Detachment Chief Supt. Dave Critchley  
Fire Chief – Doug McDonal  
Deputy Fire Chief – Ron Barker  
Deputy Fire Chief – Joe Robertson  
BC Ambulance Service, Supt Dist #4 - 302-2955 Virtual Way, Vancouver BC V5M 4X6  
BC Ambulance Special Operations, 8100 Nordel Way Delta BC V4G 8A9 Att: Ron Ford  
Emergency Program Coordinator – Charmaine Pflugrath  
Supervisor - Sports & Outdoor Recreation – Jill Porter



# Remembrance Day Parade - Legion No 83



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**Legend:**

- Road Closure 10:00 am - 11:00 am
- Road Closure 10:30 am - 12:30 pm
- Detour along Victory

Map Scale  
1 : 5000