

THE CORPORATION OF THE
CITY OF WHITE ROCK
CORPORATE REPORT



DATE: March 8, 2021

TO: Mayor and Council

FROM: Eric Stepura, Director of Recreation and Culture

SUBJECT: Miramar Village Plaza Special Events 2021

RECOMMENDATIONS

THAT Council endorse the following events to be held on the public open space located in Miramar Village Plaza in 2021:

1. White Rock Farmers' Market on Sundays from May 2, 2021 to October 24, 2021; and
 2. Christmas on the Peninsula on Saturday, November 27, 2021.
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EXECUTIVE SUMMARY

Miramar Village Plaza (Miramar Plaza) is private property with a public right of way. The City of White Rock has the authority (granted in Air Space Parcel Plan BCP39026) to use, and to allocate the use of Miramar Plaza for hosting City produced or sponsored events.

The purpose of this corporate report is to seek Council approval for the proposed events to be located at Miramar Plaza in 2021.

PREVIOUS COUNCIL DIRECTION

In accordance with the City/Bosa Air Space Parcel Plan BCP39026, the City has the authority to book and host public events in the Plaza in 2021, subject to Council approval.

INTRODUCTION/BACKGROUND

Miramar Plaza Events Proposed for 2021

The special events held at Miramar Plaza are important for building community spirit, attracting visitors to the Town Centre area and in addition, have a positive economic impact to local businesses.

Miramar Plaza area is owned by the three (3) adjoining strata's (Tower A, Tower B and Tower C & D). The City does not own the property but does have a statutory right of way for the use of the plaza area and amphitheater. Management of the maintenance and use of Miramar Plaza is by the Miramar Plaza Management committee (on which the City has a staff representative). For the City to hold events in Miramar Plaza, Council approval is required.

City of White Rock staff regularly meet with representatives of Miramar Strata Council and their property management companies to discuss issues related to the maintenance, management and events held at Miramar Plaza. Attached as Appendix A are the "Miramar Village Plaza Use

Guidelines” that were approved by members of the Miramar Management Committee at their meeting held March 28, 2015.

One (1) of the guidelines for use of the Plaza is that “The Miramar strata corporations be consulted for input prior to the White Rock City Council approval of special events scheduled for the Plaza.” City staff have consulted with the Miramar Strata Council representatives and Bosa properties, and have received support of the following special events proposed to be held at the Plaza in 2021:

a) White Rock Farmers” Market (May 2, 2021 – October 24, 2021)

The City of White Rock sponsors the White Rock Farmers’ Market (Farmers’ Market) in order for the Farmers’ Market to use Miramar Plaza in accordance with our agreement with Bosa and Miramar Strata’s. The City sponsorship of the Farmers’ Market is limited strictly to the use of the Plaza and a portion of Russell Avenue. There is currently no financial sponsorship from the City to the Farmers’ Market, however, the City does provide in kind service in the form of power for some food and beverage vendors, and the use of the outside washrooms at the White Rock Community Centre at no charge to the Farmers’ Market.

The Farmers’ Market purchases liability insurance that names the City and the Miramar Strata’s as additional insured for the use of the Plaza. In addition, the Farmers’ Market also pays the City for the following services:

- Annual business license; and
- Road and Right of Way Use Permits.

Discussions have been held between City staff, executive members of Miramar Strata Councils and organizers of the Farmers’ Market, and the following terms have been agreed upon:

- One (1) year term (2021);
- Farmers’ Market setup cannot begin before 8:00 a.m.;
- Market hours are from 10:00 a.m. to 2:00 p.m. on Sundays, May 2 through October 25, 2021;
- Farmers’ Market will contribute \$150.00/market day to Miramar Plaza Management Committee as a contribution to cover the costs of power, water and plaza maintenance and upkeep;
- Amplified music is not permitted in the Plaza;
- Only alcohol sold in sealed containers is permitted in the Plaza;
- Removal of all garbage, recycling and clean-up of all litter is the responsibility of the event organizer;
- The Farmers’ Market is responsible for cleaning and maintaining the outdoor washrooms and providing access to the public on Market days;
- The Farmers Market is permitted to store market equipment in the two outdoor washrooms between markets. This equipment must be removed and stored elsewhere following the market season;
- City of White Rock will secure a damage/security deposit for special events held in Miramar Plaza which will be used to pay for site cleanup expenses that the event organizer failed to perform;

- Farmers' Market must obtain Comprehensive General Liability Insurance in the minimum amount of \$5M (five million dollars) for bodily injury, death or property damage which names the City of White Rock and the three (3) Miramar Strata's as additional insured;
- Farmers' Market must obtain at their expense, a Traffic Control Plan, and follow the conditions of the Traffic Control Plan on all Market days;
- Farmers' Market must provide the City and Fraser Health with a COVID-19 Safety Plan which demonstrates how Market staff and volunteers will control the flow of Market visitors, prevent groups from gathering and address any other safety measures and restrictions as per Provincial Health Orders;
- The City will allow a road closure of the portion of Russell Avenue from Johnston Road to the entrance to Miramar Plaza. This road closure will be permitted on the condition that the Farmers' Market cannot impede access/egress of the underground parking lot and the front entrance to Miramar Tower A, 15152 Russell Avenue; and
- The City will allow a closure of Miramar Mews (the lane between Towers A and B) between Russell Avenue and the northwest access/egress entrance to the Miramar West Tower.

b) Christmas on the Peninsula (November 27, 2021)

The City of White Rock has in the past provided some financial support to Christmas on the Peninsula in the form of a grant-in-aid, plus some services in kind such as the use of City tents, power and other event-related equipment. Last year, this popular annual event was held virtually due to the COVID-19 pandemic. The organizers are hoping to hold an in-person event again in 2021, however, if the Provincial Health Orders restricting group gatherings are still in place this Fall, they are prepared to run the event virtually again this year. Some details about this annual event are as follows:

- A small outdoor component of the Christmas on the Peninsula event would be held in the open area in Miramar Plaza between the four (4) Miramar Towers;
- A small parade may occur along Miramar Mews between Russell Avenue and Thrift Avenue;
- All costs for this event including cleanup, installing and removal of decorative lighting and waste removal will be borne by the event organizers;
- Festival organizers must obtain Comprehensive General Liability Insurance in the minimum amount of \$5M (five million dollars) for bodily injury, death or property damage which names the City of White Rock and the three (3) Miramar Strata's as additional insured;
- Organizers must obtain and abide by a Traffic Control Plan at their expense, if they plan to do a parade;
- Organizers must provide the City and Fraser Health with a COVID-19 Safety Plan which demonstrates how volunteers will control the flow of visitors, prevent groups from gathering, and address any other Provincial Health Orders; and
- A closure of Miramar Mews (the lane between Towers A and B) between Russell Avenue and the northwest access/egress entrance to the Miramar West Tower.

Representatives of Miramar Strata Councils have given their endorsement of this annual event for a one (1) year term.

Staff recommend that Council endorse and approve the White Rock Farmers' Market and Christmas on the Peninsula events in Miramar Plaza for a one (1) year term (2021).

FINANCIAL IMPLICATIONS

Costs for the above community events will be paid for by the event organizers, which may or may not include services from the City.

LEGAL IMPLICATIONS

Not applicable.

COMMUNICATION AND COMMUNITY ENGAGEMENT IMPLICATIONS

These two community events will be promoted on the City's website and social media channels.

INTERDEPARTMENTAL INVOLVEMENT/IMPLICATIONS

The City's Engineering Department will be involved regarding review and approval of road closures, Right of Way permits and Traffic Control Plans.

CLIMATE CHANGE IMPLICATIONS

Not applicable.

ALIGNMENT WITH STRATEGIC PRIORITIES

Council's corporate vision is to provide a high quality of life where arts and culture flourish and our heritage is celebrated where we can all live, work and play in an enjoyable atmosphere, and where the community feels safe, secure and friendly. Special Events support the cultural development needed to build that kind of community.

OPTIONS / RISKS / ALTERNATIVES

Alternate options for Council's consideration:

1. Not endorse the White Rock Farmer's Market on Sundays May 2, 2021 to October 24, 2021; and/or
2. Not endorse the Christmas on the Peninsula Saturday November 27, 2021.

CONCLUSION

The City of White Rock recognizes that special events are an important part of enjoying life in White Rock and provide affordable entertainment to its citizens. It also recognizes that special events enhance tourism, culture and recreation, while providing an economic benefit to businesses in the City.

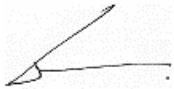
Respectfully submitted,



Eric Stepura
Director Recreation and Culture

Comments from the Chief Administrative Officer

I concur with the recommendations of this corporate report.



Guillermo Ferrero
Chief Administrative Officer

Appendix A: Miramar Village Plaza Use Guidelines

APPENDIX A

Miramar Village Plaza Use Guidelines

Miramar Village Plaza is private property with a public Right of Way. Miramar Plaza is defined as the outdoor space between the two apartment towers at 15152 Russell Ave (Tower A) and 1473 Johnston Rd (Tower B). The White Rock Community Centre, is located on the ground floor of Tower A. Miramar Plaza is used to stage City of White Rock produced or sponsored special events. City of White Rock staff and special events organizers recognize this location is home to local residents and as such will operate as a good neighbor. City of White Rock and special event organizers will informally communicate, discuss, and reasonably resolve any conflicts or concerns.

Guidelines:

The two Miramar strata corporations will be consulted for input prior to the White Rock City Council approval of the Special Events scheduled for Miramar Village Plaza.

Miramar event calendars will be given to the strata corporations for information.

Due to noise bylaws, events are not permitted to begin setup prior to 8:00am.

Amplified music is not permitted unless prior approval has been granted by the City of White Rock. No confetti is allowed in Miramar Village Plaza.

Only alcohol sold in sealed containers at the White Rock Farmers Market is permitted. Outdoor beer and/or wine gardens and tastings are not permitted unless prior approval has been granted by the City of White Rock.

The City of White Rock will secure a damage/security deposit for Special Events taking place in Miramar Plaza. This deposit will be used to pay for site cleanup expenses that the event organizer failed to perform.

Special Event organizers are obligated to ensure the site is clean after each event. This includes:

- All garbage, decorations, vendors, personal and rented equipment must be removed at conclusion of events.
- Removal of all garbage, recycling materials and clean-up of any litter is the responsibility of the event organizer.

In the event the Miramar Strata's are dissatisfied with the quality of site clean-up following City sponsored events, they are to contact White Rock Recreation and Culture at 604-541-2199 to discuss. In keeping with the City of White Rock's Liability Insurance Policy Directive #108, event organizers must obtain Comprehensive General Liability Insurance protecting the City of White Rock against liability for bodily injury, death or property damage, arising out of the activity with the City, and both Miramar Strata's (BCS 3236 - 15152 Russell Ave and BCS 3237-1473 Johnston Rd.) must be named as an Additional Insured on the policy. The policy is to include inclusive coverage for the event from setup through to dismantling. Proof of insurance must be received by White Rock Recreation and Culture Department and both Strata Councils prior to the use of Strata property and/or City owned property (i.e., parks, facilities, or roads) covered under the special event application/permit.

Miramar Village Plaza Road Closures: A Right-of-Way (ROW) permit is required in order to close off any City roads. For Miramar Village Plaza events, a ROW can be considered that closes:

- Russell Ave. between Johnston Rd. and the east corner of the Tower A building.
- Miramar Mews (Lane between Russell Avenue and Thrift Avenue).

Please Note: Road Closures are not permitted on Russell Ave. between Foster Street and the entrance/exit to the Plaza as this would impede access to the underground parking lot and the front entrance to 15154 Russell Ave.

Existing parking restrictions indicate no parking in front of 15152 Russell Street building.

Date Ratified by the Miramar Plaza Management Committee – March 27, 2015