

To: Electoral Area Services Committee

Date: 2024-04-11

From: Louise Hinton, Bylaw Compliance and Enforcement Officer File No: 4300-70-2024-01

Subject: Special Event Permit – 2024 Run for Water Trail Race Event on Sumas Mountain

RECOMMENDATION

THAT the Fraser Valley Regional District Board approve the Class 1 Special Event Licence No. 2024-01 for the Run for Water Trail Race Event on Sumas Mountain (Electoral Area G) to be held on June 1, 2024, subject to the receipt of all required documentation necessary to complete the application;

AND THAT the Fraser Valley Regional District Board waives the requirement for a security fee;

AND FURTHER THAT the Fraser Valley Regional District Board authorizes FVRD signatories to execute all legal instruments associated with the Special Event Licence No. 2024-01.

BACKGROUND

The charity trail race event on Sumas Mountain is hosted by Run for Water Society and is expected to draw approximately 300 participants, plus volunteers, and supporters. Events of more than 199 people require a Special Event Licence per the *Fraser Valley Regional District Special Events Bylaw No. 0111, 1997*.

DISCUSSION

The Run for Water Trail Race event on Sumas Mountain is scheduled for Saturday, June 1, 2024. **An application (Schedule “A”) has been received from the event organizer, Run for Water Society.**

The applicant must still submit the following items in order for the application to be considered complete:

1. City of Abbotsford Approval
2. Abbotsford Police Department Special Event Assessment
3. Consultation with Semai'th First Nation
4. Copy of Insurance Document

The applicant must submit these remaining items 30 days prior to the event. The Special Event Licence (Schedule "B") may be given preliminary approval per S. 11 of the Bylaw subject to receipt of the remaining items.

Event Details

Approximately 300 racers and 125 volunteers and spectators are expected to attend the event. As such, the event is classified as a *"Class 1 Special Event"* per S.6 of the Bylaw:

"Class 1 Special Event" means a Special Event having an attendance of two hundred (200) or more people and less than five hundred (500) people".

The Run for Water Trail Race on Sumas Mountain includes a 10, 25 and 50 kilometre race route. The race begins and ends off Sumas Mountain Forest Service Road in Abbotsford. The three race routes, as shown in "Appendix A", are located primarily along forested trails on Crown lands and within Sumas Mountain Regional Park. Event parking is to be located on Taggart Road and Bakstad Road in Abbotsford. The event organizers are also encouraging participants to carpool to the race, and have made arrangements with Lepp Farm Market to shuttle participants from their parking lot located at Highway 11 and Clayburn Road in Abbotsford to the race staging area off Taggart Road. The Organizers plan to mail direct letters and have a flyer posted on the community mailbox two weeks prior to event informing residents of the event with contact info for any concerns.

There will be three (3) Aid Stations located along the race route and will be available both at the start/finish area and on course which will provide an opportunity for racers to refuel and rehydrate, and will be attended by professional First Aid with Central Fraser Valley Search and Rescue. There will be three (3) portable toilets and two (2) additional permanent toilets already inside the park, and four (4) wash stations placed at the Start/Finish area. There will also be three (3) garbage/compost/recycling sets placed at the Start/Finish area, and one (1) placed wherever an aid station is located or a food service is located, one near registration, one near hospitality tent along with the existing two (2) permanent waste bins. No cooking will be done on site – all food served will be pre-packaged, so Fraser Health Temporary approval is not required. The applicant has provided a very detailed waste management strategy (attached) that provides all plans to reduce and manage any and all generated waste.

The majority of the trail race will occur on Crown lands and the Sumas Mountain Regional Park, within Electoral Area G. However, the staging areas, parking, and access to the event will all be

within the City of Abbotsford. The applicant, Run for Water Society, also requires approval from the City of Abbotsford; Ministry of Forests, the Abbotsford Police Department, and notification to Semai:th First Nation. Approvals have already been received from the Ministry of Forests, and notifications made to FVRD Parks, and Emergency Services. The remaining approvals and or notifications are all in progress.

The Run for Water Society has been hosting this event since 2016, with the exception of 2020. In 2019, they hosted their largest event to date with 375 participants with a Special Event Licence granted by the FVRD. This is the first year since the COVID pandemic that their participation numbers are over 200, triggering the requirement of a special event permit. All previous events have been run very successfully without any documented disturbances or complaints from the community.

As Per *Bylaw No. 0111*, a security of \$7,500 may be required from the applicant at the discretion of the Fraser Valley Regional Board. This race has held successful events in past years; and along with the extensive experience of the Run for Water Society has in organizing race events within the City of Abbotsford, staff recommends waiving the requirement for a security fee from the applicant.

COST

The applicant has to pay the \$200 Class 1 Special Event Licence fee.

There are no other costs associated with processing this application other than a small amount of staff time.

CONCLUSION

Staff recommends preliminary approval of Special Event Licence No. 2024-01 subject to the receipt of all required documentation necessary to complete the application and without a security fee.

COMMENTS BY:

Bill Ozeroff, Manager of Inspection Services: reviewed and supported

Graham Daneluz, Director of Planning & Development: reviewed and supported

Kelly Lownsborough, Director of Corporate Services/CFO: Reviewed and supported.

Jennifer Kinneman, Chief Administrative Officer: Reviewed and supported.