

PARADE RULES AND CONDITIONS

1. **Parade Hours/Excluded Dates**
 - a. A Parade may be held between the hours of 9:00am and 10:00 pm, excluding the Noon hour.
 - b. Parade Permit requests may be denied where other previous requests have been approved in the vicinity for the same time period.

2. **Application**
 - a. Applications must be submitted at least thirty **(30) days prior** to the event. Application forms received after this time will be processed accordingly; however, the applicant must assume responsibility for any consequences associated with delays in the confirmation/administration process.
 - b. Incomplete or improperly completed applications will not be processed. Only applicants that have completed the proper application and process will be permitted to hold their parade.

3. **Approval**
 - a. The criteria for approval for the closure of a street for a parade should relate to:
 - i. The safety of parade participants as well as members of the public watching parades or processions;
 - ii. The general convenience of the affected residents on the street;
 - iii. Traffic safety aspects involved;
 - iv. Any complications with scheduled street affected improvements such as gas, electricity, water, re-surfacing, etc.
 - v. Any unusual impact or additional street maintenance or other public works cost incurred because of the street closure;
 - vi. Any unusual impacts in terms of provision of refuse collection service;
 - vii. Any unusual impact on operation of education facilities, businesses and places of worship;
 - viii. Approval will be subject to all other City ordinances and governmental restrictions;
 - ix. Applications will be routed to the Fire, Police and Community Services Departments for consultation. The Director of Public Works or Designate reserves the right to reject applications based on their recommendations

4. **Insurance/Responsibility**
 - a. The City of Prince Albert assumes no responsibility for claims, damages, or injuries that may arise out of the conduct of this event.

5. **Safety**
 - a. Parades are restricted to non-arterial roads in order to:
 - i. Ensure the safety of all road users;
 - ii. Facilitate unobstructed movement of emergency services vehicles;
 - iii. Minimize traffic impacts and disruption; and
 - iv. Reduce traffic congestion.
 - b. Organizers must comply with any direction of any sworn public safety officer whenever there is an emergency that requires action to protect public safety.
 - c. From the time of closure of the street to the time of re-opening, the site will need to be secured and monitored by the applicant or the individual designee responsible for the event.
 - d. Any music, live or recorded, should be at a level as not to disturb the peace and shall conform to the City's Noise Bylaw. Should complaints be received, a Police Officer may direct the music be turned off and may result in the issuance of a citation.
 - e. Provisions should be made for parades occurring after daylight hours to ensure that participants and road closures are visible.
 - f. Applicants and all event participants must comply with all other applicable municipal, provincial and federal regulations.

6. **Barricades**

- a. Organizers will be responsible to contact the City of Prince Albert's Public Works Department through the application process to arrange for the delivery of barricades for your parade.
- b. If barricades are not available through the City of Prince Albert, the organizer will be responsible for obtaining the proper barricades from another jurisdiction or company.
- c. A standard fee of \$50.00 will be charged to the applicant for any misplaced or damaged barricades.

7. **Police Escort**

- a. If Police escort is necessary it must be indicated on the Parade Application.

8. **Clean Up**

- a. Organizers shall be held responsible for the return of all public and private property, in the immediate vicinity of the event, to the condition existing prior to the event and shall be responsible for the clean up of any litter or debris, which may accumulate as a result of this event. Any clean up that has to be completed by the City of Prince Albert will be billed to the applicant.
- b. Organizers will need to provide adequate trash containers for waste that may be generated by the event.

9. **Parades**

- a. Parades will not be approved that:
 - i. Are political in nature;
 - ii. Are commercial in nature;
 - iii. Are discriminatory or incite hatred towards any group;
 - iv. Are unlawful;
 - v. Are contrary to the policies of the City of Prince Albert;
 - vi. Have not fulfilled their obligations during previous parades;
 - vii. Are deemed unsuitable for any other reason by the Director of Public Works or Designate; and
 - viii. Are scheduled to occur before 9:00am, during the Noon hour, and/or after 10:00pm.

10. **Animals**

- a. Owner or operator of animal(s) must remain in full control and ensure the safety of both pedestrian and vehicular traffic on the street.
- b. The organizer agrees to indemnify and save harmless the City of Prince Albert, its officials, employees and agents from any and all actions, causes of action, claims and demand for, upon or by reason of any claim, loss, damage or injury to person or property which may arise in consequence of parade or approval.

Parade Application

Applicant Information:

Date Application Made: _____

Organization: _____

Event Name: _____

Contact Name: _____

Address: _____, Prince Albert, SK

Daytime #: _____ Evening #: _____ Cell #: _____

Email Address: _____

Contact Person And Number On Site The Day Of The Event:

Name: _____ Address: _____

Daytime #: _____ Evening #: _____ Cell #: _____

Date & Hours Of Parade:

Date: _____ Day: Sun ___ Mon ___ Tues ___ Wed ___ Thurs ___ Fri ___ Sat ___

From: _____ am/pm To: _____ am/pm

Starting Point: _____

Dispersal Point: _____

Route: _____

Estimated Time Required to Pass a Given Point: _____

Types of Transportation involved in Parade (Walking, floats, vehicles): _____

Estimated Participation: (Minimum 25 people or 10 vehicles or approval will not be granted)

of Parade Participants: _____

Police Escort Required: Yes _____ No: _____

Barricading Required: Yes _____ No: _____

Time and location Barricading required: _____

Additional Comments: _____

Please attach a map of the proposed parade route and any additional information.

Have read and agree to parade rules and condition:

Signature of Applicant