

VILLAGE OF POINT EDWARD POLICIES AND PROCEDURES		
DEPARTMENT: Parks		POLICY #: PARKS-01
POLICY: Waterfront Park Rental Policy		PAGE: 1 of 3
ADOPTION DATE: October 10, 2003	BY-LAW #:	REVISION DATE:

VILLAGE OF POINT EDWARD

Waterfront Park Rental Policy

The Point Edward Waterfront Park is a 13 acre park bought by the Village of Point Edward in 1991 from the CNR as a park for the quiet enjoyment of Village and area residents as well as other visitors.

The Park is operated by Village staff under the direction of Point Edward Council.

The Park may be rented by the public, with the permission of Point Edward Council, under the following conditions:

1. The fee for rental of the Park is \$1,000 per day for approved events.
2. Charitable organizations may be allowed to negotiate the lease fee for an approved event, based on the size and scope of the event, any anticipated revenues and the overall benefits brought to the community.
3. The renter is responsible for providing adequate supervision for maintaining good order during the entire time the renter occupies the Park. Vandalism shall be deemed just cause for rejecting future applications.
4. The renter must co-operate with Point Edward staff and other groups using the Park.
5. The use of the Park is restricted to only those times, dates and locations as herein specified and may not be changed or altered without the written agreement of the Village of Point Edward.
6. The renter will be held responsible for the sound level produced from their event. In consideration of the abutting residential neighbourhood, the Village reserves the right to require that sound levels be reduced in the event of valid complaints.
7. A non-refundable deposit of \$200 is required to secure a booking for the Park. The balance of the fees owing are due and payable within ten (10) days following the date of the event.

8. Alcoholic beverages will not be allowed unless a Special Occasion Permit is obtained by the renter. The permit must be clearly displayed in the bar area during the function. The renter agrees to adhere to all regulations of the Liquor Control Board of Ontario and the Point Edward Municipal Alcohol Policy.
9. The renter will indemnify and save harmless the Village of Point Edward, its officers, agents, employees and members of Council against any and all claims and expenses presented by any person or persons attending the function for loss or damages sustained as a result of attending the said function.
10. The renter will obtain such public liability and property damage insurance as will protect the renter against any claim for damages or personal injuries, which may arise from or be connected with the operation of the function. Said insurance shall have a minimum limit of \$2,000,000 inclusive coverage.
11. The Village shall not be responsible for lost, damaged or stolen goods or money.
12. Personal information is collected pursuant to the provisions of the Municipal Freedom of Information and Privacy Act, 1989, as amended, and will be used in considering facility use filed with the Village of Point Edward.
13. Drawings and/or site plan(s) for the layout of the event are to be provided to the Municipal Office no less than sixty (60) days in advance of the proposed event. When attendance is expected to exceed three thousand (3,000) persons, a minimum of ninety (90) days is required for submission of site plan(s). Point Edward Council will forward the plan(s) to the Point Edward Fire & Rescue and the Point Edward O.P.P. for review and comment.
14. The renter will ensure that all structures and facilities utilized during an event in the Park meet with all local and provincial by-laws and regulations (i.e. – Building Code, Community Health Services, etc.)
15. The renter shall be responsible for all costs associated with an event, including but not limited to sanitation, garbage collection and disposal, policing and security, traffic control, utility costs, fencing, Municipal licence fees (where applicable), damage, repair/restoration costs and any other associated expenses.
16. Written confirmation must be obtained from the Point Edward Police Services Board and/or the Point Edward O.P.P. confirming that they are satisfied with the policing and security arrangements for the event, and that an agreement has been reached regarding payment of policing costs, where applicable.
17. The renter must not sublet the Park to another person(s) or group.

I hereby agree to the terms and conditions set forth in this policy.

Dated at Point Edward, Ontario this _____ day of _____, 20 _____

Signature of Applicant

Date

Name of Applicant

Address: _____

Phone: _____

Amended: September 2003