

# *Clarington*

## **Outdoor Facility User Guide 2020**



**A guide to outdoor places and  
spaces in Clarington**

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[View Clarington's Consolidated Parks By-law](#)

## Outdoor Facility User Guide

The Municipality of Clarington currently has over 280 hectares of developed parkland and an expanding trail network in the Bowmanville Creek Valley, the Soper Creek Valley, and along the waterfront.

Open space areas such as the Sydney B. Rutherford Woods Walk, the Bowmanville Creek Valley, the Samuel Wilmot Nature Area and Camp 30 provide excellent passive recreational opportunities.

**District parks** serve the entire Municipality, such as Port Darlington East Beach Park and Orono Park

**Community parks** serve the needs of a series of neighbourhoods providing outdoor recreation facilities. Clarington Fields is a community park.

**Neighbourhood parks** serve the needs of surrounding residents. They are typically built within new subdivisions and provide playgrounds, walkways, seating areas, and may have unlit sports fields such as Rosswell Park and Longworth Park.

**Hamlet parks** provide recreational facilities for hamlets and the surrounding rural community.

**Parkettes** are found in urban areas and are often green spaces or have limited amenities.

## Contact us

If you have questions or concerns about any outdoor facility or wish to report a problem, please contact us.

**Email:** [operations@clarington.net](mailto:operations@clarington.net)

**Phone:** 905-263-2291 to report a problem

**Website:** [www.clarington.net](http://www.clarington.net)

### Booking

To rent/permit outdoor space, email [bookings@clarington.net](mailto:bookings@clarington.net) or call 905-623-3379 ext. 2552.

## Park Etiquette

We always encourage you to respect and protect our lands by following these tips:

- Obey all signs posted in the park.
- Stay on designated trails and respect all trail users.
- Put litter in its place in the containers provided.
- Do not put household trash in park garbage cans.
- Keep dogs on leashes (unless you are in the leash-free park) and do not let pets roam free
- Pick up your dog's waste. Take it home and put it in your trash.
- Leave wildlife alone. The [Ontario Ministry of Environment](#) has more information on living with wildlife.
- Do not disturb, remove or plant vegetation.
- Remember, encroachment on public property is prohibited.

Your co-operation will help us to reduce maintenance costs and maintain the integrity of our greenspaces now and for future generations.

If you see a hazard or problem that requires attention, report it by:

**Email:** [operations@clarington.net](mailto:operations@clarington.net)

**Phone:** Call us at 905-623-3379 during regular business hours

**Website:** [Report a Problem](#)

## FAQs

### **Can I rent the gazebo in the park?**

Yes. You can rent a gazebo by contacting [bookings@clarington.net](mailto:bookings@clarington.net) or 905-623-3379 ext. 2552. While you can permit exclusive use of the gazebo, we cannot provide exclusive use of the park.

### **Do I need a permit for wedding pictures?**

You do not need a permit to take photographs in a municipal park. However, to guarantee a gazebo's availability for those pictures, we suggest you call and arrange a permit.

### **Can I reserve a park and picnic tables for my family?**

Orono Park and Bowmanville Memorial Park both have designated picnic areas, which can be reserved by contacting the Community Services Department. The Municipality does not supply picnic tables other than what is currently on site.

### **Can I take a barbecue?**

Gas barbecues are allowed at limited parks. Barbecues that use charcoal are not allowed in any Municipal Parks. See page 7.

### **When do baseball and soccer fields open?**

Sports fields typically open for the season during the second week of May.

### **When does the splash pad open?**

Splash pads are operational daily from 10 a.m. to 8 p.m. from late June to Labour Day weekend.

### **Can I reserve the splash pad?**

No. Splash pads, tennis courts and basketball courts cannot be booked for exclusive use. These amenities are open to the public during regular park hours.

### **What are park hours?**

Municipal parks are open from dawn to dusk unless otherwise permitted.

### **Can I get a permit for East Beach Park?**

Beach areas cannot be reserved for private use, including Bond Head beach area and West Beach.

### **The garbage can at my neighbourhood park is overflowing.**

Please call the Public Works Department at 905-263-2291 to report any problems with a park.

### **How do we turn the lights on at a sports field?**

Use of the lights at any sports field is by permit only. To reserve a field with lights, please contact us, and we will help you with the permit application.

### **Does the municipality have any accessible playgrounds or playgrounds that have accessible features?**

All new and playgrounds replaced within the last five years have accessible features, including wood fibre surfaces for accessibility. Please see the [Accessible Recreation](#) page on our website for a complete list of parks and features.

### **Why were the fields closed? I was there at 6 p.m., and it was fine.**

Please see our [Field Closure Policy](#) for more information.

### **How often is the grass cut at parks and sports fields?**

The grass in all parks and sports fields are cut on a schedule. Park areas are cut once a week. Sports fields are cut twice a week.

## **General Policies**

### **Smoking**

In accordance with the [Smoke-Free Ontario Act](#), there is no smoking or vaping allowed at **playgrounds and publicly owned sports areas**. You cannot smoke or vape within 20 metres of playgrounds, publicly owned sporting areas, viewing areas, or public areas.

Publicly owned means that the sporting area is owned by a municipality, the province or a post-secondary education institution.

### **Community recreational facilities**

You cannot smoke or vape anywhere on the property of a community recreational facility or any public area within 20 metres of its grounds.

A community recreational facility is an enclosed public place or enclosed workplace that offers athletic and recreational programs to the local community and is owned or operated by:

- a not-for-profit corporation
- an organization registered as a charity
- the province
- a municipality

It is the responsibility of the owner, operator or the person in charge to ensure that smoking laws are followed. They are required to:

- Give notice to the public that smoking is prohibited in the smoke-free area;
- Post “no smoking” signs at entrances and exits to the smoke-free area, in appropriate locations and in sufficient numbers, to ensure the public is aware that smoking is not permitted.
- Ensure that persons do not smoke in the smoke-free area.
- Ensure that a person who refuses to comply with smoking prohibition does not remain in the smoke-free area.

As the permit holder, you are considered the person in charge during your permitted date and time.

## Liquor

Alcohol is not allowed at any outdoor Municipal facility unless authorized by the Alcohol and Gaming Commission of Ontario. Proof of licence is required before the issuing of any permits. All Municipal policies regarding the sale and consumption of alcohol on municipal property must be adhered to.

## Barbecue and Campfires

Gas barbecues are only allowed with a permit at Orono Park and Bowmanville Memorial Park picnic areas.

Municipality of Clarington Parks By-Law 2006-126, Part III – Park Use, Section 11.

**Campfires and Barbecues** states:

While in any park, no person shall:

- Light, build, or stoke an open fire or bonfire unless authorized by permit;
- Use charcoal or solid-fueled portable barbecues unless authorized by permit or where posted to allow same;
- Use fuel other than charcoal or briquettes in stationary barbecues; or
- Leave a barbecue or campfire without extinguishing the fire and ensure the embers are cold.

## Accessibility

An accessible and inclusive playground means it is as easy as possible for everyone to play, regardless of their ability.

**Accessible play spaces** are play areas with surface treatments that allow wheelchair and other mobility devices easier access the play area. Parks with a wood fibre base are considered to be accessible play spaces.

Visit Clarington's website for a [list of accessible play spaces](#).

**Inclusive playgrounds** have at least one amenity on the play structure that is accessible to persons with disabilities.

## Splash Pads

There are [16 splash pads in Clarington](#) for your enjoyment. Splash pads are open daily from 10 a.m. to 8 p.m.

Water at the splash pads is turned on during the last week of June and off on Labour Day weekend, depending on the weather.



## Skateboard Parks

There are four dedicated [skateboard parks](#) within the Municipality of Clarington.

The skateboard parks are unsupervised. All boarders should be aware that they are using the park's facilities at their own risk. The Municipality of Clarington is not responsible for any losses, damages or injuries resulting from the use of the skate parks.

- Come dressed wearing the proper safety equipment.
- Take turns and be courteous.
- Place garbage in the containers provided.
- Only use the park during posted hours of operations.
- Dry surfaces are safer. Avoid skateboarding on wet or icy surfaces.

## Gazebos

Several locations throughout Clarington have gazebos available for your next special event or private function.

### **Rotary Park** - 192 Queen Street, Bowmanville

Located in the heart of Bowmanville, the gazebo at Rotary Park is ideally located for special events.

### **Tooley's Mill Park, Courtice** - 71 Old Kingston Road, Courtice

Located in the river valley off Old Kingston Road, just south of Highway 2 and west of Prestonvale Road, the park was originally the site of a mill built in 1874.

### **Orono Library** - 39 Pine Street, Orono

Located on the grounds adjacent to the Orono Library.

### **Ina Brown Parkette, Newtonville**

Mill Street, Newtonville, ON

### **Newcastle Village Community Hall** - 20 King Avenue, Newcastle

Located adjacent to the Newcastle Hall.

### **Bond Head Park** - Boulton and Mill Street, Newcastle

Located on the shore of Lake Ontario.

## Washrooms

All users should be aware in advance of facilities where washrooms are available. All groups are asked to inform their members and especially visiting team members of the facility's washroom status.

Washrooms are available at the following locations:

- Bowmanville Memorial Park
- Clarington Fields
- Courtice Community Complex\*
- Garnet B. Rickard Recreation Complex\*
- Orono Park
- Port Darlington East Beach Park
- Rotary Park
- Solina Park
- South Courtice Arena\*

\* - washroom availability subject to building operational hours

**Seasonal washrooms are available at the following locations:**

- Clarington Fields
- Complex

- Darlington Hydro Fields
- Elephant Hill Park
- Garnet B. Rickard Recreation
- Harvey Jackson Memorial Park
- Roswell Park
- Soper Creek Park

## Parking

Facility users should be aware that parking space is limited in some locations. In recognition of this, all groups are asked to observe the following parking guidelines:

- Obey all “No Parking” signs
- Do not park on or block private property
- Consider forming carpools where possible
- Make use of any available nearby off-street parking

## Facility Permits

### Purpose

The Municipality of Clarington schedules the use of various municipally owned or operated outdoor facilities by issuing “facility permits.” The purpose of a facility permit is to:

- Approve the use of a specific facility for a defined purpose.
- Ensure exclusive use of a specific facility by the permit holder on certain dates and times.
- Ensure that the facility will be prepared for the permit date and time.
- Bind the permit holder to certain conditions in return for the above provisions.

### Allocation

The Municipality of Clarington acknowledges the tax-based contribution provided by its residents toward the development and operation of recreation and sports fields and recognizes that residents will always receive priority over non-residents in the allocation of outdoor facilities.

Applications will be processed according to the following priority levels:

1. Municipality of Clarington programs, including special events
2. Youth league tournaments
3. Adult league tournaments
4. Adult invitation tournaments
5. Municipality of Clarington youth league games
6. Groups offering youth sports programming must consist of a minimum of 85 per cent Clarington residents. Each group will be required to submit registration data to the Public Works Department prior to permits being issued.
7. Full season adult league games

8. Groups offering adult sports programming must consist of a minimum of 85 per cent Clarington residents. Each group will be required to submit registration data to the Public Works Department prior to permits being issued.
9. Single-game requests
10. Youth practices
11. Adult practices

Registration data must be submitted to the Community Services Department in an approved format no later than April 15. In the instance of the artificial turf field registration, data must be submitted by February 15. The following information will be required:

- Total number of players per age group
- Surname
- Year of birth
- Street name and municipality

The Municipality of Clarington will assign fields based on historical use wherever possible; however, the Municipality reserves the right to reduce, re-assign or reallocate field time when supply exceeds demand and/or new, and emerging groups are seeking access.

**Non-resident** will be defined by the following:

- Any individual that does not reside within Clarington or a Clarington resident booking on behalf of a non-resident group or team;
- Any groups that are not affiliated with a Clarington Community Organization
- Any team/clubs that do not have a regular schedule of seasonal field permits in Clarington.

**Clarington Community Organization** will be defined as:

- Based within the boundaries of the Municipality of Clarington
- A non-profit, voluntary organization whose goal is to provide a range of opportunities for residents of the Municipality of Clarington of various ages to participate

## Baseball Fields

There are currently [27 baseball fields](#) within the Municipality of Clarington. The following list shows the appropriate age classification for each diamond.

Park	Division	Age
Courtice West Park	Pee Wee	13 and under
Highland Park	Mosquito	11 and under
Penfound Park	Adult	
Roswell Park	Mosquito	11 and under
Stuart Park	Mosquito	11 and under
Argent Park	Adult	
Bowmanville Memorial North	Mosquito	11 and under
Bowmanville Memorial South*	Adult	
Burketon Park	Adult	
Clarington Fields*	Four adult	
Elephant Hill Park East/West	Mosquito/Pee Wee	13 and under
Garnet B. Rickard Recreation Complex*	Two adult diamonds	
Longworth Park	Adult	
Lord Elgin Park East/West	Mosquito	11 and under
Optimist Park	Mosquito	11 and under
Rhonda Park	Mosquito/Pee Wee	13 and under
Soper Creek Park*	Adult	
Edward Street Park	Mosquito	11 and under
Harvey Jackson Memorial	Two adult	
Orono Park	Pee Wee	13 and under – Adult Softball
Tyrone Park	Adult	

\*denotes lights available

## Sports Fields

There are currently 41 sport and soccer fields within the Municipality of Clarington. The following list shows the appropriate age classification for each field.

Field	Size
Baseline Park	1 mini
Baxter Park	1 mini
Burketon Park	1 adult, 1 mini
Clarington Fields*	1 multi, 2 adult, 2 mini
Courtice Community Complex	1 mini
Courtice Memorial Park	1 mini
Courtice South Arena	1 adult, 1 artificial turf
Darlington Hydro Fields*	3 adult, 2 mini
Darlington Sports Centre (Hampton)	1 adult
Elliot Memorial Park (Hampton)	1 adult
Green Park	1 adult
Guildwood Park	1 adult
Highland Park	1 mini
Longworth Park	2 mini
Newcastle Memorial Park	1 mini
Northglen Park	1 adult
Optimist Park (Waverly Rd)	1 adult, 2 mini
Pearce Farm Park	1 adult
Rickard Neighborhood Park	1 adult
Roswell Park	1 mini
Scugog Street Neighborhood Park	1 adult
Solina Park	2 adult
Tyrone Park	2 adult, 1 mini
Walbridge Park	1 adult
Wallbridge Drive Park	1 adult
Zion Park (Mitchells Corners)	1 adult, 1 mini

\*denotes lights available

## Fees

Rental Type	2020	2020 and beyond
Youth	\$9.19/hour	Yearly price increase to be linked to CPI
Adult	\$25.53/hour	Yearly price increase to be linked to CPI
Lights	\$38.80/hour or \$81.68 per evening	Yearly price increase to be linked to CPI
Tournaments*	\$204.20 + Light fee if required	Yearly price increase to be linked to CPI
Special Events - Holidays	\$35.74/hr	Yearly price increase to be linked to CPI

### Artificial Turf Field

Rental Type	2020	2020 and beyond
Youth	\$61.26/hour	Yearly price increase to be linked to CPI
Adult	\$81.68/hour	Yearly price increase to be linked to CPI
Lights	\$38.80/hour or \$81.68 per evening	Yearly price increase to be linked to CPI

### Non-Residential/Commercial

Rental Type	2020	2020 and beyond
Non-Resident/Commercial	\$168.47/hour	Yearly price increase to be linked to CPI

\*Tournament fees apply to adult tournaments only

\*Tournament fees will include use of the field from 8 a.m.-11 p.m. plus 2 field drags

### Non-resident Fees will apply to:

- a) any individual that does not reside within the Municipality of Clarington, or a resident booking on behalf of a non-resident group or team;
- b) Any groups that are not affiliated with a Clarington Community Organization;
- c) Any teams/clubs that do not have a regular schedule of seasonal field permits in Clarington.

## Field Lights

Use of lights on diamonds is accessed through a key lock/push-button system. Leagues with scheduled games will be able to push the “on” button to activate the lights. If mechanical light failure or inclement weather conditions render the diamond unsuitable for use, contact the Public Works Department at 905-260-0746 by the next business day. **Groups not following this process will be charged for lights.**

Lights are available at the following field locations:

- Garnet B. Rickard Recreation Complex (2) diamonds
- Soper Creek (1) diamond
- Memorial Park South (1) diamond
- Clarington Fields (5) = 1 sports field, 4 diamonds
- Orono Park (1) diamond
- Kendal Community Park (1) diamond
- Hydro Fields (2) soccer
- South Courtice Arena 2 = (1) soccer (1) Artificial Turf Field

Season	On	Off
May	8 p.m.	11 p.m.
June and July	8:30 p.m.	11 p.m.
August	7:30 p.m.	11 p.m.
September and October	6:30 p.m.	11 p.m.

- Lights at Soper Creek will be turned off by 10:30 p.m.
- Light times and fees will automatically be added to permit requests on the above-noted schedule.

## Payments, Cancellations and Refunds

### Full Season Use

1. Payments may be made in cash, cheque, credit or debit card. Cheques are to be made payable to - The Municipality of Clarington, and payments can be made at the following locations:

The Municipality of Clarington Administrative Centre - Finance Department - 40  
Temperance Street, Bowmanville, ON L1C 3A6

Garnet B. Rickard Recreation Complex - 2440 Durham Regional Hwy 2, Bowmanville,  
ON L1C 3K2

\*Municipality of Clarington Leagues will be invoiced monthly if payment is not received prior to use.

2. Any request for a refund, or usage fees arising from cancellation by the permit holder, must be made in writing and received by the Community Services Department a minimum of five (5) business days in advance of any date affected. Refunds will be issued after the final permit date.
3. Fees for all services, lights, and fields will be indicated on the permit at the start of the season.
4. **If a permit is not signed, your league or group will not have permission to use the facilities.** Unauthorized use of permitted parks may result in loss of existing permit or By-Law Enforcement fines.
5. You will be advised on the availability and when your permit is ready. Our office hours are Monday to Friday, 8:30 a.m. to 8 p.m. and 8 a.m. to 4 p.m. on weekends. Our telephone number is 905-623-3379 ext. 2552 or fax 905-623-6547; our email address is [bookings@clarington.net](mailto:bookings@clarington.net).
6. Schedules, including playoffs, shall be submitted to the Community Services Department no later than May 1.
7. Permits not signed by May 15 will be reallocated. To cancel this permit or a date on the permit, the Community Services Department must receive written notification no less than five business days prior to the date stated on the permit.

### **Occasional Use**

1. Payments may be made in cash, cheque, credit or debit card. Cheques are to be made payable to - The Municipality of Clarington, and payments can be made at the following locations:

The Municipality of Clarington Administrative Centre – Financial Services Department  
- 40 Temperance Street, Bowmanville, ON L1C 3A6

Garnet B. Rickard Recreation Complex - 2440 Durham Regional Hwy 2, Bowmanville,  
ON L1C 3K2

2. Any request for a refund or usage fees arising from cancellation by the permit holder must be made in writing and received by the Community Services Department a minimum of five (5) business days in advance of any date affected. Refunds will be issued after the final permit date.
3. The fee for all services, lights and fields will be indicated on the permit.
4. **If a permit is not signed for your league or group, you will not have permission to use the facilities.** Unauthorized use of permitted parks may result in loss of existing permit or By-Law Enforcement fines.
5. You will be advised when your permit is ready.
6. Permits not signed and paid for five business days prior to date of use will be reallocated.

## Tournaments

1. Tournament fees must be paid a minimum of 14 business days prior to the event date and are due in full or the event will be cancelled. A schedule of games is also required at this time.
2. In the event that inclement weather forces alteration and/or cancellation of your tournament, you are required to give full details of your schedule revisions in writing, to the Community Services Department within 48 hours. This will allow for appropriate fee adjustments to be made. If written notice is not received by the deadline tournament fees will not be refunded.

## Field Closures

The field closure policy has been put in place to enhance the health and safety for users and to protect the conditions of the sports fields.

Sports fields in the Municipality of Clarington will be considered unplayable if one of the following conditions exists:

- Pooling of water on the surface of the field/diamond
- Water sponging up around your feet when walking on the field/diamond
- Weather conditions
- Any risk related issue

If one of these conditions occurs, the sports field or diamond will be considered unplayable and the field will be closed. The Municipality continues to have exclusive rights to cancel any games booked due to any reason deemed acceptable by the Municipality.

Should teams arrive at a field and one of these conditions exist or develop during the course of play they are asked not to play on the sports field/diamond. Several factors should be considered, including the safety of the participants, the liability through accidents or injuries and the expense of sports field/diamond repairs and maintenance.

If the permit holder ignores the unplayable conditions:

1. The permit holder may be required to pay for all damages to the sport field/diamond arising from the abuse to the facility;
2. The permit holder will be held liable and responsible for accidents or injuries incurred because of conditions; and
3. The permit holder may have their permit suspended or revoked for any future use of sports fields/diamonds.

In the event of field closure the Public Works Department will make the determination no later than 2:30 p.m. An email notification will be sent to all user group and individuals holding valid permits for that date and notification will be posted to [Park and Field Closures](#)

Users should contact the Community Services Department to make arrangements to reschedule cancelled dates on the next business day. In the event that rescheduling is not feasible, a credit for the date(s) affected will be issued.

4. If any game(s) are cancelled due to weather conditions after 3 p.m. or during nonbusiness hours users must notify the Community Services Department within 48 hours of the required cancellation. Rescheduling or credits will be arranged.

## How to Apply

You must be 18 years of age or older to apply for a permit.

To apply for the use of an outdoor facility you are required to complete a **permit application form**: [Outdoor Facility Permit Application](#)

**Please review all Facility Permit Terms and Conditions:** [Facility Permit Terms and Conditions](#)

The **deadline** for submitting applications for occasional usage, picnics, tournament and special event usage is one month in advance.

The **deadline** for submitting full season usage is the first Thursday in April.

Applications received on or before the established deadline will be reviewed according to the criteria.

Applications for OCCASIONAL USAGE (other than tournaments and special events) must be submitted a minimum of five working days prior to the date(s) being requested.

When completing the permit application, the following must be indicated clearly and accurately:

- a. The number of ball diamonds/soccer fields, etc. required at each facility requested;
- b. The date and time(s) required at each facility;
- c. Whether or not you require the use of lights, where available; and
- d. Contact, name, address and telephone number.

## Special Events Permit Application

Pre-consultation service and assistance in completing this form is available by contacting the Municipality of Clarington Community Services Department at 905-623-3379 ext. 2552 or email [bookings@clarington.net](mailto:bookings@clarington.net).

### Make Your Request

Residents, businesses and community groups looking to rent municipal property (i.e. pools, ice, fields, gyms, floors, rooms and picnic areas) must purchase or provide sufficient liability insurance coverage for the duration of their rental.

Facility rates and fees are in effect until August 31, 2021 and do not include the cost of mandatory facility rental insurance. A 10 per cent surcharge applies to non-residents.

We require up-to-date contact information for all rentals. Please respond with the following information:

- Group or individuals contact name
- Mailing address including postal code
- Phone number
- Email address
- Date of Birth for primary contact

Please fill out the [Facility Rental Request Form](#) for all ice requests. Learn more about [facility rentals](#).

### Facility Rental Insurance

Residents, businesses and community groups looking to rent municipal property (i.e. pools, ice, fields, gyms, floors, rooms and picnic areas) must purchase or provide sufficient liability insurance coverage for the duration of their rental.

Insurance rates are based on the type of activity and perceived risk categories associated with the activity.

# Municipality of Clarington Mobile Accessible Stage

## Rental of Mobile Accessible Stage

The stage is available for rental from June 1 to October 31.

Rental of stage must be within the boundaries of the Municipality of Clarington.

The stage is available in multiple deck configuration from band shell (6m x 7m) to full-sized (12m x 7m) with wind walls on three sides.

Rental will include:

- Delivery and pick up of Mobile Accessible Stage by Municipal Staff
- Set up and take down of Mobile Accessible Stage by Municipal Staff
- Municipal Staff will remain on site for duration of the rental.



## Mobile Accessible Stage Policies

### Rental Allocation Priorities

Applications will be processed according to the following allocation list and the discretion of the Public Works Department:

- Municipality of Clarington
- Bowmanville Rotary Ribfest
- Orono Fair

- Visual Arts Centre
- Not for profit organizations Rules and Regulations

**Municipal Staff are required for:**

- All set up and tear down
- Transport of the stage to and from the site
- Stage hydraulics, breaker boxes and any other stage mechanicals
- Will be operated by Public Works Department Staff only

**Renter represents to the Municipality that:**

- a) The person(s) signing this Rental Agreement has (have) been duly authorized to do so on Lessee's behalf
- b) by entering into this Rental Agreement, renter will not violate any law or other agreement to which it is a party; and
- c) Renter is not aware of anything that will have a material negative effect on his/her ability to satisfy its obligations under this Agreement.

No alterations may be made to the stage. Decorations or banners may be attached only through the holes in the canopy ends or the truss beneath the stage deck by plastic cable ties, string or rope only. Covering stage graphics is prohibited. Banners and/or skirts must be pre-approved a minimum of 1 week before installation

Renters must provide proof of all relevant and required additional permits prior to issuance of stage permit. (I.e. road closure, event permit, building permit and engineering certificate etc...)

Renter shall use the Equipment in a careful and prudent manner and in accordance with the Municipality or the manufacturer's specifications and not for any unlawful purpose and shall, at their own expense, comply with and conform to all federal, provincial, municipal and other laws, ordinances and regulations in any way relating to the possession, use or maintenance of the Equipment.

Renter shall use the Equipment for its own use. Renter shall not sublet or part with possession or control of the Equipment or permit its use by any person other than Renter or employees or agents of Renter who are qualified and competent to use the Equipment.

Renter is responsible to ensure that the use of any tobacco products, alcoholic beverages or other intoxicating substances is not permitted on the stage. Equipment must be carried or rolled, not slid across the Stage floor.

If rental requires the stage to be on location outdoors overnight, stage must be secured by Public Works Department staff only.

The stage will be re-opened the following day by Public Works Department staff only. The renter is responsible for the security of the stage at all times.

Renter is responsible to ensure that all activities are properly controlled and supervised to prevent damage to the stage.

In the event that the stage malfunctions or fails to operate, or is lost, stolen, damaged in any way or for any other reason is not available or suitable for return, Renter shall promptly notify the attending competent worker of such event. Renter shall promptly notify the Municipality of Clarington of any accident or incident which is or can be a basis of a claim by or against the Municipality. These provisions in no way affect or replace any notice that Lessee is or may be required to give to its insurer or any other person.

An external power source, when required, is the responsibility of the renter.

All electrical installation must be acceptable to the Electrical Safety Authority (ESA). This may be determined by a direct inspection.

## Insurance

Renter shall, at its own expense, place and maintain with insurers acceptable to the Municipality of Clarington:

1. comprehensive all risks insurance on the Equipment for its full replacement value, such insurance to include:
  - a) the Municipality of Clarington as additional insured
  - b) a loss payable clause in favour of the Municipality of Clarington as first payee; and a waiver of subrogation in favour of the Municipality of Clarington; and
  - c) general public liability and property damage insurance with limits of liability equal to at least two million dollars (\$2,000,000.00) per occurrence (or such greater amount as the Municipality may require from time to time), and such insurance shall:
  - d) extend to all liabilities of Renter arising out of its use or possession of the Equipment
  - e) name the Municipality of Clarington as additional insured; and
  - f) include a cross-liability which insures each person insured there under in the same manner and to the same extent as if a separate policy had been issued to each.

### **All insurance policies shall contain endorsements providing that:**

- g) i. thirty (30) days' written notice shall be given to the Municipality of
- h) Clarington before a policy lapses or is materially altered or cancelled ii. coverage shall be primary and not contributor
- i) the Municipality of Clarington's interest as additional insured shall not be invalidated or otherwise affected by any act or omission, deliberate, negligent or otherwise of Renter or its agents, servants or employees
- j) the Municipality of Clarington shall not be responsible for payment of any premium; and
- k) the Municipality may elect to have all proceeds of loss payable only to itself.

One (1) week prior to the Delivery Date, Renter shall supply the Municipality of Clarington with certified copies of all insurance policies or other evidence satisfactory to the Municipality of Clarington of these insurance provisions.

## Delivery and Setup

The Director of Public Works or his delegate must approve the physical site and access prior to setting up the stage.

The stage will be delivered and setup 2 hours prior to the event for band shell and 3 hours prior for full set up on the day of its use and removed at the end of the rental period by Public Works Department staff only. If the set-up is required earlier than 2 or 3 hours prior to the event, the hourly rate will be charged for each additional hour.

The renter must be present at the site at the time the unit is scheduled to arrive to assist with orientation of the stage, accept delivery and inspect the stage with Public Works Department staff for cleanliness and existing condition.

The lessee acknowledges that during setup and take down of the stage that this is considered a “construction” site, and all work must be completed in compliance with the Ontario Occupational Health and Safety Act. This includes but is not limited to use of personal protective equipment and working at heights certification.

Stage delivery and pick up take approximately one hour each. Setup of the stage requires a minimum of two workers two to three hours after the unit has been positioned. (Depending on configuration of stage (Band shell or Full)).

Renter will be held liable and assume all risk from the time of delivery until removed by Public Works Department staff. Renter agrees to turn over the stage in the same condition as on delivery. Renter will supply their own cleaning equipment and cleaning products.

## Weather Related Policies

In the event of high winds, the public and personnel present will evacuate the premises and remain 30 metres away from the stage.

The Director of Public Works or his delegate has the authority to close the stage during unfavorable weather conditions.

The stage will not be opened in winds over 65 kilometres per hour.

In the event weather poses a risk of damage to the stage (rain, wind or lightning) the stage will be closed by Public Works Department staff until such time Public Works Department staff determines that conditions are safe for stage opening. Cancellation Policy:

Cancellation by the renter must be made no later than twenty business days prior to the rental (the date the stage is requested) in order to receive a full refund. Liability Policy:

In renting the stage the Municipality of Clarington assumes no responsibility:

- For loss of, or damage to, any property placed on the premises by the renter
- For the loss or damage to any property or personal effects, including motor vehicles and their contents, of the renter, agents, employees participants, guest or attendees.
- For any physical injuries sustained by an individual or group of individuals, during the duration of the rental period.
- For malfunction of any electrical or mechanical equipment provided for the renter and the applicant waives any claim thereof.

The renting party shall indemnify, save and hold harmless the Municipality of Clarington and its officers, agents and employees from all suits, actions, losses, damages, claims or liability of any character, type or description, including without limiting the generality of the foregoing, all expenses of litigation, court costs, and attorney's fees for injury or death to any person on injury to any property, received or sustained by any person or persons or property, arising out of, or occasioned by, the acts of the renting party or his or her agents or employees, in the rental of the stage.

Renter will assume responsibility and liability for all persons in attendance.

Renter assumes all responsibility for any damage to the stage and/or Municipal equipment during the rental period.

## Mobile Accessible Stage Rental Fee

### **Stage Rental Fee**

Saturday (one person for minimum three hours) \$146.00

Sundays and Statutory Holiday (one person for minimum three hours) \$195.50

## Clarington Mobile Stage Rental Application

Applicant Name: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ Postal Code \_\_\_\_\_

Phone: (W) \_\_\_\_\_ (H) \_\_\_\_\_ (C) \_\_\_\_\_

Organization Name: \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ Postal Code \_\_\_\_\_

Requested Date(s) of use: \_\_\_\_\_

Name of Event or Function: \_\_\_\_\_

Brief description: \_\_\_\_\_

\_\_\_\_\_

Function/Event time: Begins: \_\_\_\_\_ Ends \_\_\_\_\_

Delivery time: \_\_\_\_\_ Removal time: \_\_\_\_\_

Exact location stage is to be placed: \_\_\_\_\_

\_\_\_\_ I have been given a copy of and agree to abide by the Mobile Stage Policies as set out by the Municipality of Clarington. I further agree to indemnify, save and hold harmless the Municipality of Clarington and its officers, agents and employees from all suits, actions. Losses, damages, claims or liability of any character, type or description, including without limiting the generality of the foregoing, all expenses of litigation, court costs and attorney's fees for injury or death to any person or injury to any property received or sustained by any person or persons or property arising out of or occasioned by the acts of renting party or his or her agents or employees in the rental of the stage.

\_\_\_\_ I agree to assume all responsibility for any damage to the stage and/or Municipal equipment during the rental period and further agree that part or all the clean-up and damage deposit will be retained in order to cover expenses to repair damage.

\_\_\_\_ I also agree that I will be billed accordingly if damages exceed the amount of the deposit.

**The undersigned has read and hereby warrants and represents that he/she has sufficient power, authority and capacity to bind the applicant with his/her signature.**

**Applicant Signature:** \_\_\_\_\_ **Date of Application:** \_\_\_\_\_

## Bowmanville Parks and Sports Fields

Parkland	Accessible	Diamond	Soccer Field	Lights	Tennis	Basketball	Playground	Splash Pad	Skate Park	Washroom	Permit
Argent Park		Y					Y			*P	Y
Barlow Court Parkette	Y					Y	Y				
Baseline Park			Y				Y			*P	Y
Baxter Park			Y				Y			*P	Y
Bons Park						Y	Y	Y			
Bowmanville Boat Launch											
Bowmanville Memorial Park		Y		Y			Y	Y		Y	Y
Bowmanville Valley Lands											
Buttonsaw Parkette							Y				
Clarington Arms Parkette											
Clarington Fields		Y	Y	Y						*P	Y

Parkland	Accessible	Diamond	Soccer Field	Lights	Tennis	Basketball	Playground	Splash Pad	Skate Park	Washroom	Permit
Dave Boyd Dog Park											
East Beach Parkette							Y	Y		Y	
East Beach Properties											
Elephant Hill Park		Y					Y			*P	Y
Garnet B. Rickard Rec Complex		Y		Y			Y			*P	Y
Glanville Parkette						Y	Y				
Green Park			Y		Y	Y	Y				Y
Guildwood Park			Y	Y	Y	Y	Y	Y			Y
Harvey Jones Parkette							Y	Y			
Landerville Parkette	Y						Y				
Lions Parkette							Y				
Longworth Park	Y	Y	Y				Y	Y			Y



## Courtice Parks and Sports Fields

Parkland	Accessible Features	Diamond	Soccer Field	Lights	Tennis	Basketball	Playground	Splash Pad	Skate Park	Washroom	Permit
Avondale Park	Y				Y		Y	Y			
Bathgate Commons							Y				
Cecil Found Parkette							Y				
Courtice Community Complex			Y								Y
Courtice Leash Free Dog Park											
Courtice Memorial Park			Y								Y
Courtice South Arena											
Courtice West Park	Y	Y					Y				Y
Firwood Parkette											
Foxhunt Parkette						Y	Y				
Gatehouse Parkette						Y	Y				

Parkland	Accessible Features	Diamond	Soccer Field	Lights	Tennis	Basketball	Playground	Splash Pad	Skate Park	Washroom	Permit
George Reynolds Parkette											
Glenabbey Parkette						Y	Y				
Harry Gay Neighbourhood Park	Y		Y				Y	Y			
Highland Park	Y	Y	Y			Y	Y				Y
Highway 2/Trulls Parkette											
Mitchell Corners/Zion Park											
Moyse Parkette	Y					Y	Y				
Penfound Park		Y	Y				Y				
Pickard Gate Parkette							Y				
Rick Gay Parkette							Y				
Roswell Park		Y	Y			Y	Y	Y			Y





Parkland	Location	Accessible Features	Diamond	Soccer Field	Lights	Tennis	Basketball	Playground	Splash Pad	Skate Park	Washroom	Permit
Tyrone Park	Darlington											
Burketon Park	Burketon		Y	Y				Y			Y	Y
Enniskillen Park	Enniskillen			Y				Y				
Darlington Sports Centre	Hampton			Y				Y		Y		Y
Elliott Memorial Park	Hampton											
Elliott Skateboard Park	Hampton											
Haydon Community Hall Parkette	Haydon											
Harvey Jackson Memorial Park	Kendal	Y						Y			Y	
Ina Brown Parkette	Newtonville							Y				
Newtonville Cenotaph	Newtonville											
Orono Park	Orono		Y		Y	Y	Y	Y	Y	Y	Y	Y
Peters Pike Parkette	Orono							Y				

Parkland	Location	Accessible Features	Diamond	Soccer Field	Lights	Tennis	Basketball	Playground	Splash Pad	Skate Park	Washroom	Permit
Sidney B. Rutherford	Orono											
Solina Park	Solina		Y	Y				Y			Y	Y
Zion Park	Hampton		Y	Y								Y

**Booking Tyrone Hall or Solina Park**

Tyrone Hall Bookings: Contact Gwen Woodcock at 905-263-8831 or Mark Canning, Chair TCC at 905-263-2664 or mcanning2@hotmail.com.  
 Solina Park Bookings: Contact Herb Tink at 905-263-8380.