

<b>Policy for Operating Commercial Recreation Activities in City of Toronto Open Greenspace Parkland</b>	<b>Approved By:</b> Parks, Forestry & Recreation Directors  <b>Approval Date:</b> February 22, 2008  <b>Revision Date:</b>	
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<b>Policy Statement</b>	<p>This policy outlines the guidelines and procedures that must be followed when granting approval for requests to operate commercial recreation activities in city owned and/or managed open greenspace parkland.</p>
<b>Location Criteria and Exclusion Areas</b>	<p>Approved permits will only take place in the designated areas authorized by the Parks Supervisor.</p> <p>Areas where commercial recreation activities cannot take place include:</p> <ul style="list-style-type: none"> <li>▪ pedestrian pathways, boardwalks and linkages</li> <li>▪ natural or environmentally sensitive areas including: designated ravines, wooded or savannah areas, sites of natural and/or scientific interest, areas which have undergone significant habitat restoration, wetlands or their buffer zones</li> <li>▪ on or adjacent to playgrounds, park furnishings, splash pads and wading pools</li> <li>▪ horticultural display areas or ornamental gardens</li> <li>▪ skateboard bowls, tennis courts, sports fields and other sports pads</li> <li>▪ animal display areas</li> <li>▪ picnic areas</li> <li>▪ campgrounds</li> <li>▪ cultural displays</li> <li>▪ memorials</li> <li>▪ designated off-leash areas</li> </ul>
<b>Definition of Commercial Recreation Group</b>	<p>Any person, group, or organization charging fees to clients to conduct organized recreation activities or services on city owned and/or managed parkland.</p>

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<b>Permit Fee</b>	Permit fees will be applied as approved by Council for Private Groups, Commercial Groups and Individuals for a Facility "A" (currently \$28.65 + GST)
<b>Proof of Insurance</b>	The Commercial Recreation group must provide evidence of Commercial General Liability insurance coverage in the amount of \$2,000,000 for bodily injury, property damage and personal injury liability, and include the City as an additional insured.
<b>Application Procedure</b>	<p>All requests must be submitted in writing to Parks, Forestry and Recreation, Customer Service staff using the standard application forms:</p> <ol style="list-style-type: none"> <li>1. Parks Forestry &amp; Recreation Customer Service Staff will review the application to ensure all documentation is complete and acceptable. Once the documentation is confirmed it will be sent to the local Parks Supervisor to review the application.</li> <li>2. The local Parks Supervisor will conduct a site review with the applicant to confirm site suitability, details of the application and approve or deny the application</li> <li>3. If suitable the Parks supervisor and applicant will sign off the conditions of use and return the forms to Customer Service</li> <li>4. Upon the local Parks Supervisor's approval, Customer Service staff will issue the permit to the applicant.</li> </ol>
<b>Conditions of Use</b>	<p>All activities must be in accordance with all City of Toronto Municipal Codes and Bylaws.</p> <p>All activities must remain in the approved area of the park</p> <p>The permit holder must:</p> <ul style="list-style-type: none"> <li>▪ display valid permit at all times.</li> <li>▪ display temporary, portable signage identifying the nature of the activity during the program and remove at the completion of each session/class. Signage may not be affixed to any</li> </ul>

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	<p>trees, shrubs or park furniture.</p> <p>Permit holder is responsible for :</p> <ul style="list-style-type: none"> <li>▪ inspecting the area for hazardous materials/conditions.</li> <li>▪ removing and proper disposal of refuse.</li> <li>▪ ensuring that any unsafe conditions are properly addressed prior to any use of the area.</li> <li>▪ rotating locations within designated area in park to minimize wear and tear on grassed surface.</li> </ul> <p>Maximum of 2 hours per class.</p> <p>Maximum of 2 classes per day.</p> <p>Maximum of 20 participants per class.</p> <p>No financial transactions, registration, flyer distribution or other forms of business to be conducted on parkland.</p> <p>No refunds for cancelled permit time due to inclement weather.</p> <p>Sound amplification may not exceed 85 decibels.</p> <p>No additional lighting will be provided or supplied by either the City of Toronto or permit holder.</p>
<b>Season of Operation</b>	April 30 <sup>th</sup> to October 30 <sup>th</sup>
<b>Hours of Operation</b>	6:00 a.m. to 9:00 p.m.
<b>Priority Use</b>	<p>Parks, Forestry and Recreation Division programs and services such as registered classes and events will be allocated prior to all other groups.</p> <p>All City of Toronto properties are a public space, therefore no activity may block or hinder the normal passageways for pedestrians and the user group will not have the exclusive use of</p>

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	<p>the park and must be considerate of other park users.</p>
<p><b>Permit Allocation</b></p>	<p>When the demand for permits for parkland exceeds the available space, the Permit Allocation Policy will be used for permit allocation.</p>
<p><b>Indemnity</b></p>	<p>All permit holders agree to indemnify and save harmless the City of Toronto from any and all loss, liability, damage or costs it may incur arising out of or related to the permit holders' activities.</p>
<p><b>Enforcement</b></p>	<p>Failure to comply with the above terms &amp; conditions will be subject to fines in accordance with City of Toronto Municipal Codes and Bylaws and may result in removal from parklands.</p>