

The Corporation of the Town of Carleton Place

By-Law 15-2008

WHEREAS Council may pass a bylaw under Section 9 and 11 of the Municipal Act, S.O. 2001, c.25 as amended, for regulating special events on municipal highways and for closing a highway temporarily

AND WHEREAS Council may pass a by-law under section 42 of the Municipal Act, 2001, as amended, for delegating to a committee of council or municipal employee the power to close a highway for any purpose specified in the by-law, subject to any conditions the municipality may impose;

NOW THEREFORE the Council of the Corporation of the Town of Carleton Place enacts as follows:

DEFINITIONS

1. This bylaw may be cited as the Special Events Temporary Road Closure By-Law;

2. In this By-law,

“Town” means the Corporation of the Town of Carleton Place;

“Council” means the Council of the Town of Carleton Place;

“Person” includes a corporation;

“temporary” means a period of time not exceeding twenty-four (24) hours;

“sidewalk” means all parts of a highway set aside for use by pedestrians or which is used by the general public for the passage of pedestrians;

“roadway” means that part of the municipal highway that is improved, designed or ordinarily used for vehicular traffic, but does not include a shoulder or sidewalk and where a highway includes two or more separate roadways, the term “roadway” refers to any one roadway separately and not to all of the roadways collectively;

“special event” includes a demonstration, parade, procession, walk-a-thon, sports event, festival, carnival, donation station, street dance, residential block party, sidewalk sale, gathering and such other similar events;

“road closure sub-committee” means a committee appointed by Council;

“O.P.P” means Ontario Provincial Police;

AUTHORITY FOR APPROVING REQUESTS

The authority for approving requests to temporarily close a portion of a highway for the purpose of holding a special event is hereby delegated to the Road Closure Committee.

GENERAL REGULATIONS

1. No individual or organization shall close any municipal roadway or part thereof for the purpose of holding a special event without first obtaining permission from the Road Closure Committee.
2. Requests for temporary road closures must be received no less than four (4) weeks prior to the event.
3. On review of applications the Road Closure Committee shall consider:
 - (a) potential adverse effects on public health and safety;
 - (b) potential inconvenience to the public;
 - (c) potential traffic impacts;
 - (d) potential complications with construction projects;
 - (e) lack of adequate detour routes;
 - (f) concerns for the security of persons or property proximate to the proposed route;
 - (g) whether the special event may result in a breach of law
 - (h) whether the past or present conduct of the applicant or organization sponsoring or conducting the special event affords reasonable grounds to believe that the special event may not be carried in a lawful, safe, secure, peaceful and controlled manner

RESPONSIBILITIES OF THE APPLICANT:

The individual or organization requesting the temporary road closure shall:

- (a) Ensure that access for emergency vehicles is available at any and all times;
- (b) include the following information with their application:
 - i) name, address, email, and phone number of the applicant;
 - ii) signature of the applicant acting on behalf of the organization sponsoring or administering the event;
 - iii) the date;
 - iv) the date of the special event and its proposed duration
 - v) the hour the event will be starting and disassembling;
 - vi) proposed location and route, if applicable;
 - vii) estimated number of participants
 - viii) purpose of the special event
 - ix) A map of the area with the closures, signage and barricades clearly identified
 - x) Proposed crowd control plan
 - xi) Copy of Insurance (if required).
- (c) Clean up all debris and waste after the activity is over; the applicant may be required to post a clean up deposit to ensure proper clean up.
- (d) Follow all requirements of the Occupation Health and Safety Regulations and observe all laws and bylaws;
- (e) Obtain and return at his/her own expense barricades and cone delineators in the number required by the Road Closure Committee;

- (f) Erect the barricades and cone delineators at the location approved by the Road Closure Committee.
- (g) Supervise and control the event;
- (h) Accept responsibility for the event, indemnify the Town against any claims and comply with all Road Closure Permit Conditions.
- (i) Ensure that no vehicle, float, trailer or other display shall be used in any special event that is of such height as to interfere with official signs, traffic control signal displays, electric, light, telephone or other wires or cables;

COMING INTO FORCE

This bylaw shall come into full force and effect upon the final passing thereof.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 25TH DAY OF MARCH 2008

Paul Dulmage, Mayor

D. H. Rogers, Clerk