

<p><b>COMMUNITY SERVICES</b></p> <p><b>PARKS, RECREATION &amp; CULTURE</b></p>	<p><b>DATE EFFECTED:</b> December 15, 1975</p> <p><b>DATE OF REVISION:</b> February 26, 1979 June 2, 1981 April 13, 1982 October 16, 1989 July 16, 2001</p>	<p><b>POLICY:</b> <b>Rules and Regulations for the Use of City Parks and Athletic Fields</b></p> <p><b>Report: R-89-34</b> <b>R-2001-04</b></p>
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**Section 1000.09**

1. No motorized vehicles are permitted on City park land not designated as roads or parking areas other than service and emergency vehicles unless written permission is given by Parks, Recreation & Culture.
2. Programs operating in park facilities without lights will be completed at dusk. Facilities with lights will have the lighting turned on at dusk (½ hour before sunset) and off at the completion (normally no later than 11:00 P.M.) of all approved league, playoff, tournament or exhibition games or at the request of a league representative who then must sign the authorization form.

The Groundskeeper or Parks Supervisor will record and monitor field lighting usage and will invoice all permit holders in accordance with the usage at the completion of their season, or special event. The lighting rate charged will be outlined in the City's Schedule of Fees for Services.
3. Electrical rooms and panels are to be handled by the designated Parks Staff only. No changes, modifications or additions are to be made to electrical equipment or wiring including field lighting, pitching machine outlets, irrigation controllers, score clocks, public address systems and concessions without the written permission of the Superintendent of Parks or his/her designate.
4. Food or refreshments will not be sold by any group using City parks unless permission to do so is received in writing from Parks, Recreation & Culture.
5. Alcoholic beverages are not permitted on City parks or athletic fields unless authorized by City Council and in accordance with the City's Alcohol Risk Management Policy and the L.C.B.O. regulations.
6. Where there are additional labour or equipment costs involved for the use of parks or athletic fields, such costs are to be borne by the user. The rate of the additional labour costs will be

in accordance with the City's Collective Agreement. Charges for all City owned equipment will be in accordance with Internal City Vehicle Rental Rates or the actual cost of the equipment rented if outside equipment is necessary.

7. All groups charging an admission or registration fee for a special event are to submit a complete financial statement at the completion of the season or special event to Parks, Recreation & Culture. These financial statements should include all details for the event, including proceeds from the sale of food, beverages and souvenirs. Failure to submit a financial statement may jeopardize the granting of future special event permits.
8. During inclement weather, poor field conditions or if facility damage occurs, the facilities may be closed without notice, at the discretion of the Parks Superintendent or his/her designate for the safety of the participants and the facility. The decision to commence, delay or cease facility maintenance/use is at the sole discretion of the Parks Staff. Once games or matches have commenced, umpires/referees, in consultation with conveners and coaches, are responsible for calling games.
9. The Parks, Recreation & Culture reserves the right to withhold parks or athletic facilities or cancel permits for reasons such as: Use of closed facilities by permit holders, municipal strike, special events, non-payment of required fees, abuse of facilities, when facilities are deemed unsafe by the Parks, Recreation & Culture or in accordance with the rainout policy as detailed in section 8 above.
10. The user is responsible for any taxes imposed on the sale of tickets and all arrangements in regard to taxes are to be made directly to the appropriate Government body.
11. Garbage and wastepaper containers will be supplied and each group using parks or athletic fields is expected to leave the area as clean as possible. Major clean-up during or after special events may be charged to the user.
12. Special events and tournaments are to be arranged prior to the season opening and may not take precedence over a regularly scheduled game if inadequate notice is given for the change of such scheduled activities. All game requests and rescheduling are to be through the Parks, Recreation & Culture Office and not through individual parks grounds keepers.
13. Precedence for use of parks and athletic fields will be given to Regional, Provincial, and National level play-off games. Arrangements for these events are to be made through the Parks, Recreation & Culture 72 hours prior to the game.
14. No schedules will be given by the City for rained out games. The adjusted schedules will be the responsibility of the organization to reassign within time allocated in their permit. The organization is responsible for advising the City of the rain out schedule. Any additional game dates requested outside of the group's permit will require approval of the Parks,

Recreation & Culture.

15. Commercial and/or promotional activities will not be permitted at municipal parks or athletic fields without written approval from Parks, Recreation & Culture.
16. League games and play-offs are generally to be completed prior to the following dates each year unless otherwise arranged with the Parks, Recreation & Culture.
  - a) Baseball, Softball, Slo Pitch - September 15
  - b) Soccer - September 15
  - c) Football - November 15
17. No special events may be scheduled for any City park or athletic field that will require alterations to the fields which could cause a hazardous condition.
18. League and Special Event Conveners are to submit game, playoff, tournament and special event schedules to the Parks, Recreation & Culture Department with a minimum of seventy two (72) hours notice to ensure the facilities are properly prepared.
19. Permit holders are expected to provide supervision for all participants during the dates and times specified on their permits. Participants include all athletes, coaches and other team personnel, officials, and spectators. Permit holders are responsible for providing a sufficient number of adults on site at all times during their event, to ensure participant safety and appropriate behavior are maintained. If problems occur, future permits may be restricted, or additional City staff assigned to monitor the use of the facilities and the cost for additional staff will be invoiced to the permit holder.
20. The City Staff lock the gates at designated fields to control access and to ensure the quality of the facilities. When gates are locked, the field is considered closed and no entry is allowed. It is expected that participants will comply with this condition; however, if this rule is not adhered to, Park Staff may clear the field with assistance of the Police, if necessary. If violation of this rule occurs, it may jeopardize the issuance of permits for the team or organization.
21. The City is responsible but requires the assistance of umpires, referees, coaches and players in inspecting playing surfaces and associated amenities to ensure they are hazard free and suitable for play prior to use. Sports fields found to contain a hazardous condition should not be played on. All problems should be reported to the Parks Section as soon as possible at 356-7521 extension 4320 or extension 4321 (Monday to Friday) 8:00 am to 4:00 p.m. or 356-1355 after hours, weekends and holidays.
22. The City of Niagara Falls is not responsible for lost, stolen or damage to personal items.

- 23. All advance notice cancellations should be forwarded to Parks, Recreation & Culture staff. This will avoid unnecessary diamond or field preparation.
- 24. M.F. Ker Park has the following Use Regulations:
  - a) When diamond #1 is in use, diamond #2 is closed.
  - b) When diamond #2 is in use, diamond #3 is closed.
  - c) Diamonds #1, #2 & #3 are available for use simultaneously, if the age group using all three diamonds is Squirt (age 10-11 and under) at this time.

25. When the City provides a permit for use of Oakes Track to The Niagara Regional Athletics Track Club and/or Track Niagara, it is to be considered exclusive use and no soccer or other participants/spectators are to enter any of the following Oakes Park Track & Field Facility Areas including the following:

Soccer Field	Running Track	Javelin Runway	Discus Circle
High Jump Apron	Shot Put Circle	Pole Vault Area	Long/Triple Jump Area

Due to the seriousness of a failure to comply with these rules, a temporary suspension, without notice, or cancellation of the permit to use Oakes Parks may be implemented.

- 26. League Play, Tournaments and Special Events are to be scheduled to begin generally at a time not earlier than 9:00 a.m. to allow the Maintenance Crew an opportunity to prepare the fields.
- 27. League Play and Special Events are only to be scheduled within the approved weekly schedule and the stated opening and closing dates of the Park. In addition, facilities will be used as rated for field type, class and play rating (copy available from Parks, Recreation & Culture). In order to maintain the quality of the fields, no practices are to be scheduled on fields designated for games only. Exceptions only with written permission from Parks, Recreation & Culture.
- 28. In order to maintain the condition of the Soccer Pitches at Oakes Park, Mitchelson Park #1 & Ker Park #1, a use restriction will be in effect. The average use of the listed pitches is 9 games per week with a maximum use of twelve (12) games per pitch per week. In addition, practices are not to be held on these fields unless written permission is provided by Parks, Recreation & Culture.