



August 28, 2015

## POLICY STATEMENT

**REFERENCE:** The use of local parks for events.

**OBJECTIVE:** Given the level of interest shown in recent years for the use of Hudson's parks for outdoor fundraising, community events, weddings, birthday parties or receptions, Council has established the following conditions to clarify the responsibilities and obligations of both the Town and the Event Organizers.

**POLICY:** **Hudson is primarily a residential community and the present policy acknowledges this and attempts to minimize any inconvenience to its residents. Parks are for public use and should remain open and fully accessible to the public at all times.**

1. Community events that require the use of town parks shall only be permitted with the prior approval of the Town of Hudson.
2. An application for any community event must be made by a Hudson resident or Hudson-based community group. The application must be made to the Director General with the following information:
  - A detailed description of the event, including proposed date(s) and location;
  - Confirmation that the event is open and accessible to the entire community;
  - A site plan showing the concerned area of the park (or streets if applicable);
  - Logistic details such as security, collection of recyclable materials, post-event dean-up and emergency contacts.
3. Event organizers shall be held responsible for any extraordinary costs incurred by the Town as a result of the event. These include:
  - Overtime costs for Town personnel;
  - Additional security deemed necessary by the Hudson Community Patrol;
  - Post event clean up;
  - Damage to Town property;
  - Supply of electrical connections over and above what is normally available in the Town parks.
4. Private events that require reservation of any parts of a park or delineation of an area with furniture, rope or fence are not permitted.
5. Outdoor fundraising events are not permitted.



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6. The Town reserves the right to ask for a deposit of up to \$5,000 which must be paid in full before the event permit is issued.
7. The costs of any services and materials provided by the Town related to the event shall be deducted from said deposit, including but not limited to site supervision, resident surveys, traffic and parking control, electricity consumption and all other related activities.
8. No events contemplated in Article 2 above shall be considered on any date between Fête Nationale (Fête de la St-Jean) and Labour Day or on public holidays and between Christmas Day and New Year's Day.
9. The Town shall have the right to revoke any permits should the Event Organizers fail to respect the terms and conditions of this policy or unilaterally change the nature or details of the event without the prior approval of the Town.
10. Any exception to the policy would require the approval of the Council of the Town of Hudson.