

Vehicle Access Permit

Terms & Conditions

Parks and Recreation
88 Kipling Street SE
Medicine Hat, AB T1A 1Y3
403.529.8333
parks@medicinehat.ca
www.medicinehat.ca

APPLICABLE TO ALL PARKS AND RECREATION VEHICLE ACCESS PERMITS

1. Vehicle Access Permit (hereinafter "Permit") applications must be completed, signed, and submitted to City of Medicine Hat Parks and Recreation (hereinafter "Parks") at minimum seven days prior to requested access date. Applications received within seven days of requested access may be subject to delay.
2. Pursuant to s. 15 *City of Medicine Hat Bylaw No. 2527* (1993), no motor vehicle or trailer access is permitted in parks or recreational areas other than on a roadway. An approved Permit exempts Applicant from this regulation and associated fine for time, vehicle(s), and area specified on Permit application ONLY. Any access and vehicle description not initially listed requires a new application.
3. Alternative access routes should be considered prior to Permit application.
4. Parks reserves the right to deny any Permit application, or portion thereof. Applicant may choose to re-submit amended application.
5. A non-refundable application fee (\$ 100) is required prior to all Permit approvals. Payment information will also be retained in the event site restoration is required. Payment information will be destroyed upon Permit closure, or upon successful completion of site restoration.
6. Payment exemptions may apply at the discretion of Parks.
7. Applicant is responsible to minimize site and access route disturbance. If notable disturbance is observed, Applicant is liable for restoration costs. Applicant may choose to arrange restoration based on Parks standards and specifications and pre-access and adjacent land conditions, or pay the cost of restoration estimated by Parks.
8. Evidence of Comprehensive General Liability Insurance and/or Legal Liability Insurance naming the City as an additional insured may be required for Permit approval. If so, a certified copy of the Certificate of Insurance must be provided to Parks by the Applicant or Contractor.
9. Parks reserves the right to revoke access privilege at any point during Permit validity. Upon Permit revocation, area must be vacated immediately.
10. Access may be permitted for periods up to three months. If additional time is required, a three-month extension may be obtained at the discretion of Parks. If access exceeds six months, a new application is required.
11. Vehicles must be equipped with the approved Permit, and any applicable utility locates at all times during access. Applicant must be prepared to present documentation to Parks personnel and/or Bylaw Officers upon request. Parks reserves the right to perform inspections at any point during access.
12. All utility locates (obtained via Alberta One-Call Corporation) and irrigation locates (obtained via Parks) are Applicant responsibility.
13. Utility locates are required for access requiring ground disturbance on Parks property, and for vehicles weighing over $\frac{3}{4}$ ton (1500 lbs or 680 kg). It is Applicant responsibility to assure any required crossing or proximity agreements are obtained prior to access.
14. Applicant and/or Contractor must be aware of and comply with all applicable legislation, and obey any directions and/or orders of the City, its officers, employees, or agents.

15. Applicant is responsible for: behavior and conduct of all persons on site; any loss or damage to public and private property (i.e. trails, equipment, etc.); notifying Parks of such damage; and any injury or death incurred during site access or occupation.
 - a. In signing Permit, Applicant agrees to indemnify and hold harmless the City, its Officers, Servants, Employees, Contractors, Agents, and Elected Officials from and against any and all actions, suits, claim, proceedings, liabilities, damages, costs (including solicitor and client costs), and expenses in connection with any loss, property damage, or personal injury or death whatsoever arising from private site access.
 16. All litter, refuse, and garbage must be contained on site, and removed daily.
 17. All spills and environmental releases must be reported to Parks immediately. Applicant is responsible for all federal reporting requirements pursuant *Environmental Emergency Regulations (SOR/2003-307)* (2019), and all associated fines.
 - a. Report environmental emergencies to Environment and Climate Change Canada at 780.422.4505 or 1.800.222.6514 or ec.dale-rpn-enforcement-pnr.ec@canada.ca.
 18. To minimize disturbance and avoid costly restoration, the following mitigation measures are highly recommended:
 - a. Vehicles approved for site access must be clean and in good working order;
 - b. No POL (petroleum, oil, lubricant) products may be stored on Parks land;
 - c. No vehicle maintenance or refueling may be conducted on Parks land;
 - d. Spill kits or materials to clean any spill must be available;
 - e. Fire extinguisher or nearby water access must be available;
 - f. Vehicle and work footprint must be minimized during access; and
 - g. Vehicle access is **forbidden during wet ground conditions**, disregarding Permit date validity.
 19. Parks retains the right to note any additional site-specific requirements and/or considerations necessary for Permit approval, including but not limited to:
 - a. Setback distances from escarpments;
 - b. Use of ground protection; and
 - c. Health and safety measures.
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