

**Horse-Drawn Transportation Policy****Policy No. 5.5.1****Date of Policy:** January 8, 2018**Revision:****Motion Number:** 8(j)**1. Purpose**

The purpose of this document is to establish policy and procedure relating to the operation, business licensing and permitting of horse-drawn transportation within the Town of Nipawin. The overall goal is to maintain safety at all times and promote best practice and enjoyment for users and operators of horse-drawn vehicle rides. The policy ensures that the operation of horse-drawn vehicles will:

- be in accordance with all laws;
- be conducted in a way which ensures the safety of passengers and the general public;
- protect the welfare of horses; and
- enhance the general amenity of the Town of Nipawin.

**2. Business License**

A person may operate a horse-drawn transportation business only if that business holds a valid Town of Nipawin Business License. The business license will be issued at the discretion of Town Council and the license will be for specific hours of operation within a designated area and the license will need to be applied for and renewed annually.

**3. Insurance and Indemnity**

A business license will only be issued once the operator has provided proof, to the Town of Nipawin, of general liability insurance in an amount no less than Two Million Dollars (\$2,000,000.00). The applicant shall indemnify and save harmless the Town of Nipawin against claims, actions for injury, damage, loss or death arising from the operation of the horse drawn transportation business. The applicant's insurer must recognize the existence of the save harmless clause.

**4. Permit Application**

The business may not operate within the Town of Nipawin in any location other than what has been indicated on the business license. The operator may apply for a permit to operate in locations other than the business license designated are.

The application for permit must be submitted to Town Council no less than 30 days prior to the scheduled event. Approval of the permit will be at the discretion of Town Council and all applications will be vetted through Protective Services and any other town department that the license issuer may see as necessary.

## 5. Safety, Welfare & Compliance

The operator must:

- operate in accordance with all relevant laws, including but not limited to *The Traffic Safety Act*;
- conducted in a way that ensures the safety of passengers and the public;
- practice responsible waste management;
- protect the welfare of horses; and
- enhance the general amenity of the Town.

## HORSE DRAWN TRANSPORTATION PERMIT APPLICATION

### 1. Permits (as per Traffic Bylaw)

- a. No horse drawn transportation event shall be held without first obtaining written permission from the Mayor and Council of the Town of Nipawin, who shall designate and approve the hour and route of the vehicle.
- b. Application for a permit shall be made in writing to the Mayor and Council giving the nature of the event, the intended route, the number of persons and vehicles expected to take part, and the time which it is expected will be required for the vehicle(s) to pass a given point.
- c. All applications for permits shall be made to the Mayor and Council far enough ahead of the day of the event (recommended 30 days) to allow ample time for approval and to arrange for policing the route.

### 2. Hours of Operation

- a. A horse drawn transportation event may be held between the hours of 9:00 am and 11:00 pm, excluding the noon hour,
- b. Permit requests may be denied where other previous requests have been approved in the vicinity for the same time period.

### 3. Application

- a. The criteria for approval for a permit should relate to:
  - i. The general convenience of the affected residents,
  - ii. Traffic safety,
  - iii. Any complications with scheduled street improvements, maintenance or repairs,
  - iv. All applicable legislation and bylaws,
  - v. Consultation with Protective Services and various Town Departments prior to recommendation for approval to Town Council.

### 4. Insurance and Responsibility

- a. The Town of Nipawin assumes no responsibility for claims, damages, or injuries that may arise out of the conduct of the event. Permit holder is required to carry sufficient liability insurance.

### 5. Safety

- a. The applicant must comply with any direction of a sworn public safety officer whenever there is an emergency that requires action to protect public safety,
- b. The route will need to be monitored by the applicant or the individual designee responsible during the event,

- c. Any music live or recorded, should be at a level as not to disturb the peace and shall conform to the Town's Noise Bylaw,
- d. Provisions should be made for any events occurring after daylight hours to ensure that participants and road closures are visible,
- e. Applicants and all participants must comply with all other applicable municipal, provincial and federal regulations.

**6. Police Escort**

- a. If a Police escort is necessary it must be indicated on the application for permit.

**7. Clean-up**

- a. The applicant shall be held responsible for the return of all public and private property, in the immediate vicinity of the event, to the condition existing prior to the event and shall be responsible for the clean-up of any litter or debris, which may accumulate as a result of this event. Any clean-up that has to be completed by the Town will be billed to the applicant.

**8. Animals**

- a. The Owner or operator of the animal will remain in full control and ensure the safety of pedestrians, riders, and vehicular traffic,
- b. The Owner or operator will protect the welfare of the animals,
- c. Every person propelling any pushcart or riding an animal upon a roadway, and every person driving any animal shall be subject to the provisions of the *Traffic Bylaw* applicable to the driver of any vehicle.



**Horse Drawn Transportation Application**

**Applicant Information:**

Date of Application: \_\_\_\_\_

Organization: \_\_\_\_\_

Event Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone # \_\_\_\_\_

**Event Information:**

Date of Event: \_\_\_\_\_

Time of Event: From \_\_\_\_\_ am/pm To: \_\_\_\_\_ am/pm

Starting Point: \_\_\_\_\_

Dispersal Point: \_\_\_\_\_

Route and the time the vehicle is expected to pass a given point. (include map attached): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Type of transportation involved in the event: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Estimated Participation: \_\_\_\_\_

Police Escort Required: Yes: \_\_\_\_\_ No: \_\_\_\_\_

Street Closure Required (Barricading): Yes: \_\_\_\_\_ No: \_\_\_\_\_

Additional Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Signature of Applicant: \_\_\_\_\_