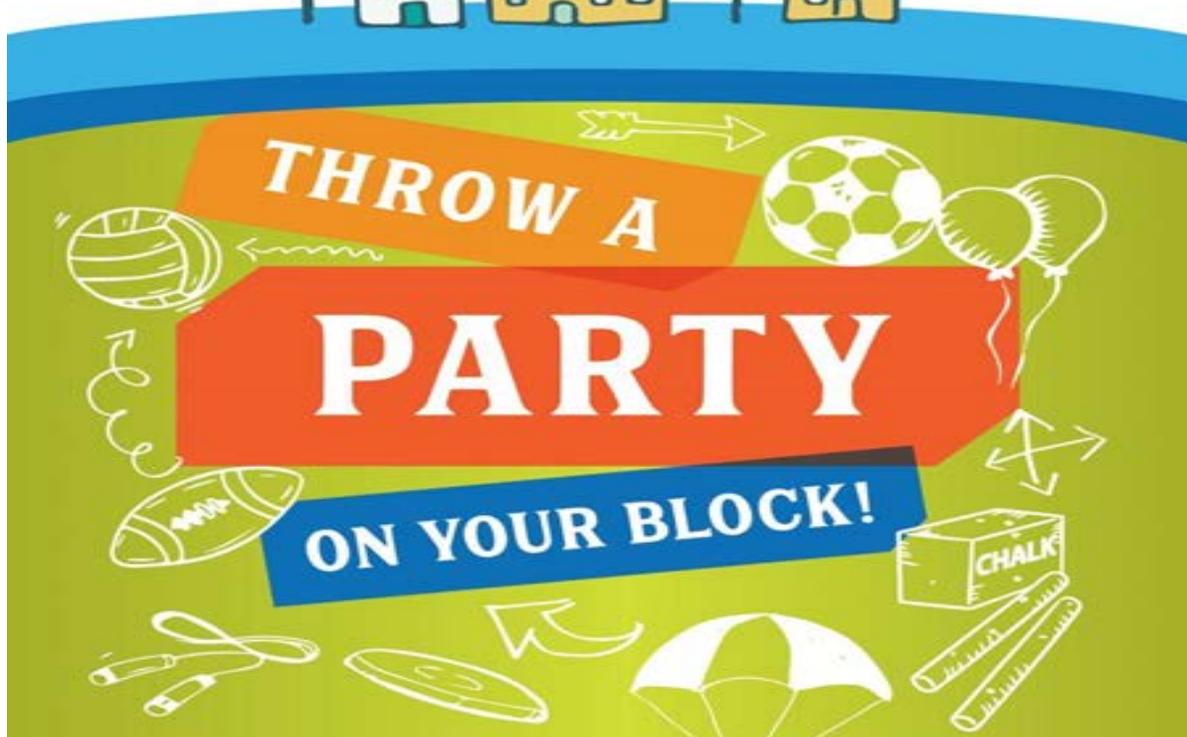
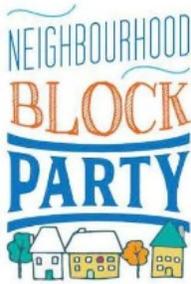


NEIGHBOURHOOD BLOCK PARTY





PROGRAM GUIDE

**In Partnership between the
Vermilion Wellness Coalition and
(the Town of Vermilion) Family and Community Support Services**

Application forms available:

www.vermilion.ca

or

Town of Vermilion
5021 49th Avenue
Vermilion, AB

or Visitor Information Centre
4606 52nd Street
Vermilion, AB

Submit your completed forms one of the following ways, 10 business days prior to the event:

Email:

Community Services Department
recreation@vermilion.ca

In Person:

Town of Vermilion
5021 49th Avenue
Vermilion, AB

If you need assistance during this application process or have any questions please call:
780-853-5358.

WHY HOST A NEIGHBOURHOOD BLOCK PARTY?

Block parties are an enjoyable way to meet and get to know your neighbours in the community. This is also a good opportunity to renew friendship connections, learn about the neighbourhood history and help each other with safety/crime prevention in the area. Meaningful and supportive connections strengthen community pride and what a great opportunity to start an annual block party tradition. The possibilities of connections are endless!

GET A \$50 GIFT CARD!

The Vermilion Wellness Coalition will provide the first 5 neighbourhood block parties booked in 2019 with a \$50 gift voucher that can be utilized for food and party supplies for your block party.

GETTING STARTED – PLANNING YOUR NEIGHBOURHOOD BLOCK PARTY

Things to Consider & Suggestions:

- ❖ Talk to your neighbours and work together with each other when planning the party and determine who will be the lead organizer.
- ❖ Discuss possible dates and times to have the event.
- ❖ Please ensure all residents are notified and have consented within a reasonable time frame prior to the block party.
- ❖ Noise levels must be appropriate and considerate of your neighbours. Block parties must follow Bylaw #7.87.

“Nuisances” shall mean anything annoying, unpleasant, obnoxious, or injurious, in the judgement of any authorized persons.

- ❖ Ensure there is street access for emergency vehicles when setting up your party.
- ❖ Organizers will be responsible for the cleanup of the event immediately after the event.
- ❖ Designate an individual to create a poster/invitation with the event details and hand deliver them to your neighbours. This encourages attendance and the opportunity to share some positive thoughts and feedback about having a block party.
- ❖ Provide nametags and develop a contact list so everyone can stay connected.
- ❖ Set out garbage and recycling cans.
- ❖ Provide a hand washing station and meet the standards for proper food preparation and handling. Please contact the Public Health Nurse at 780-853-5270.
- ❖ Follow the fire pit regulations (described in Bylaw #8.14), bans and requirements for outdoor burning.

TYPES OF BLOCK PARTIES

- ❖ Pot lucks – everyone brings their favourite dish to share!
- ❖ Barbeque – organizers purchase any items needed, neighbours can bring their own meat or side dishes.
- ❖ Catered – someone is hired to cater the event and everyone contributes.
- ❖ Picnics – everyone brings a dish.

NEIGHBOURHOOD BLOCK PARTY PERMIT PROCESS

House or Yard Party:

If you would like to host a party in your own yard, house or garage, the Neighbourhood Block Party Permit and Waiver of Liability and Release form is not required as it occurs on private property.

Park, Street or Public Space:

If you are planning on hosting a block party on a public roadway or space, you are required to obtain the Neighbourhood Block Party Permit and complete the Waiver of Liability and Release form prior to the event. This permit ensures that the event meets all Federal, Provincial and Municipal laws and regulations.

Failure to obtain a permit prior to an event commencing may result in organizers being fined and/or the event being halted.

The permit should be completed and submitted a minimum of **10 business days prior to the event**. Alcohol, cannabis and illegal drug consumption in a park, street or public space is not allowed (Bylaw #3.18).

BLOCK PARTY ACTIVITY KITS

The block party activity kits include a variety of equipment for all age groups to encourage activity and friendship connections. They also come with optional additional large items to sign out by request. The kits are not only available for neighbourhood block parties but for group gatherings, special events, picnics and youth groups.

The number of kits is limited and not guaranteed to be available. They will be provided on a first come, first served basis. They can only be utilized for one day events.

The kits can be picked up after all the required application forms are completed and signed and a \$100 deposit is paid. They must be picked up and returned during Town of Vermilion Visitor Information Centre hours:

7 days a week 9 am – 12 noon, 1 – 5 pm.
4606 52nd Street Vermilion, AB

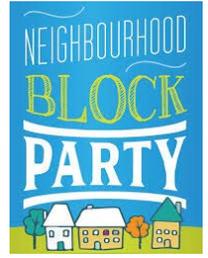
CHECKLIST

All items must be returned the next business day following your event in clean condition and wiped off with mild soap and water. Any damages or breakage must be reported during drop-off.

- Have you completed the Neighbourhood Block Party Application Form?
- Do you require a Neighbourhood Block Party Road Closure Permit? If yes, did you also complete the Neighbourhood Block Party Waiver of Liability and Release Form?
- Are you requesting a Block Party Activity Kit? If so, did you complete this form?

Hurry and book your party today, weekend spots will fill up fast. When your party is complete, please complete the Evaluation Form. This feedback will assist us with continually making improvements to this program.

Thank you for building a safe and caring neighbourhood, one block party at a time.



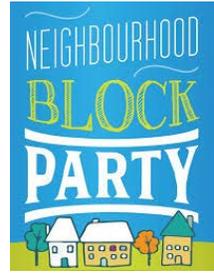
Neighbourhood Block Party Application Form

Name of Organizer:	Address of Organizer:
Phone #:	Email:
Date of Event:	Approx. # of Participants:
Start Time:	End Time:
<p>Is your event taking place on a public street? YES _____ NO _____ If yes, please fill out the Neighborhood Block Party Road Closure Permit Application</p>	<p>Is your event taking place on a Town property? YES _____ NO _____</p>
<p>Have all affected residences been contacted and provided consent? YES _____ NO _____ If no, explain:</p>	<p>Will alcohol be served at this event? YES _____ NO _____ If yes, please refer to the Neighborhood Block Party Guidebook section “Things to Consider & Suggestions”, bullet 4.</p>

Your personal information is being collected under the authority of the *Local Authority Freedom of Information and Protection of Privacy Act*. This information will only be used to administer the program/activity it was collected for. If you have any questions about the collection please contact the Community Services at 780-853-5358 or email recreation@vermilion.ca



5021 - 49 Avenue
 Vermilion, AB Canada T9X 1X1
www.vermilion.ca



Neighbourhood Block Party Road Closure Permit Application

Complete this form to obtain a Temporary Road Closure Permit for a Neighbourhood Block Party.

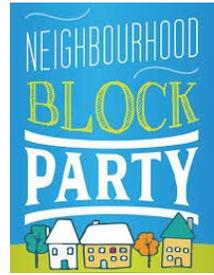
Application will be reviewed at the Town Hall (5021 49th Avenue) during business hours Monday to Friday 8:30 am to 4:30 pm. Please allow a minimum of 5 business days to process your request.

Your personal information is being collected under the authority of section 25 of the *Local Authority Freedom of Information and Protection of Privacy Act*. This information will only be used to administer the program/activity for which it was collected. If you have any questions about the collection please contact the Community Services at 780-853-5358 or email recreation@vermilion.ca.

Applicant Name:	Applicant Address:
Phone #:	Email:
Are you the main contact person? YES _____ NO _____	
Road(s) to be Closed (Please provide as much detail as possible including house addresses)	
Start Date of Closure:	Finish Date of Closure:
Start Time of Closure:	End Time of Closure:
Number of Barricades Required: 1 ____ 2 ____ 3 ____ 4 ____	
Signature of Applicant:	Date:
For Office Use Only	
Approved by:	
Date Approved:	
Permit:	
Additional Comments:	



5021 - 49 Avenue
Vermilion, AB Canada T9X 1X1
www.vermilion.ca



Neighbourhood Block Party Waiver

By completing, signing, and submitting this form, I am in full recognition and appreciation of the potential dangers and do hereby waive, release and forever discharge the Town of Vermilion, its officers, agents, and employees from and against any and all claims, demands, action or causes of action for costs, expenses or damages to public and/or personal property or personal injury, or death, which may result from the closure of the address and date identified in this form.

The Town of Vermilion carries Local Community General Liability Insurance for Block Party Organizers during this event. This insurance does not provide coverage to events that serve alcohol, swimming pools, bounce-houses, or high risk activities.

I understand that the use of my address is voluntary and that I am only eligible for use of this street/park/space for a block party on indicated date with the following conditions:

1. If a street closure has been approved, one lane must be left open should any emergency vehicles be required to have access.
2. Liquor can only be consumed on private property; those drinking on the street can face prosecution for consuming in public. Serving liquor at my event will negate any insurance coverage provided by the Town of Vermilion. A Town Event Permit must be issued for events that serve alcohol to public and would require an alcohol permit and additional insurance.
3. Adherence to the Town of Vermilion Bylaw #7.87 which states: "Nuisances" shall mean anything annoying, unpleasant, obnoxious, or injurious, in the judgement of any authorized persons.

1.1 Exemptions and Allowances

1.2.1 Permissions granted by the CAO

- i. No person shall be in contravention of a specific provision of this Bylaw if written permission has been granted for the contravention by the CAO in advance.
- ii. Permits can also be provided for those private individuals who, for the purpose of snow removal, travel from sidewalk to sidewalk in the spirit of community service.

I assume full responsibility for any injuries or damages resulting from my use of the street/park/space for a Block Party including responsibility for using reasonable judgement in all aspect of the party. I recognize and understand that there are potentials hazards, and that my participation is solely at my own risk and that I assume full responsibility for any resulting injuries and damages. I also understand that this Waiver of Liability and Release binds my heirs, executors, administrators, and assigns as well as myself.

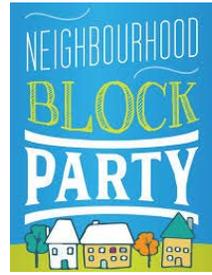
I acknowledge that I have read and understand this entire Waiver or Liability and Release, and I agree to be legally bound by it.

Organizer Name

Signature

Date

The personal information gathered will only be used or disclosed for the purposes for which it was collected or, in limited circumstances, in accordance with the Alberta Freedom of Information and Protection of Privacy Act.



Neighbourhood Block Party Activity Kit Check List

The neighbourhood block party activity kits include a variety of equipment for all age groups to encourage activity and community connections. All items must be returned in clean condition the next business day following your event. Any damages, breakage, or missing equipment must be reported during drop-off.

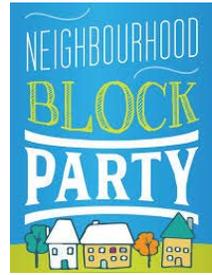
Customize your Neighbourhood Block Party Activity Kit by choosing equipment below:

- | | |
|--|---|
| <input type="checkbox"/> Giant Dominos - bag | <input type="checkbox"/> Number Kubb - plastic tub |
| <input type="checkbox"/> Ladder Ball Set - bag | <input type="checkbox"/> Washer Toss - wooden box |
| <input type="checkbox"/> Giant Tumbling Blocks (aka Jenga) - bag | <input type="checkbox"/> Get Knotted (aka Twister) - mesh bag |
| <input type="checkbox"/> Tug-of-War - mesh bag | <input type="checkbox"/> Cannonball Drop (aka Kerplunk) - clear plastic tub |
| <input type="checkbox"/> Lawn Darts - plastic tub | <input type="checkbox"/> Disc Slam Can Game - bag |
| <input type="checkbox"/> Foam Horseshoe Set - plastic container | <input type="checkbox"/> Quoits Ring Toss - bag |
| <input type="checkbox"/> Pickleball - bag | <input type="checkbox"/> Giant Pick-Up Sticks - box |
| <input type="checkbox"/> Giant Snakes & Ladders - mesh bag | <input type="checkbox"/> Yardzee (aka Yahtzee) - 5G pail |
| <input type="checkbox"/> Bean Bag Toss - carry case | <input type="checkbox"/> Parachute - bag |
| <input type="checkbox"/> Toequet (aka Soccer Croquet) - box & mesh bag | <input type="checkbox"/> Water Balloon Launcher - plastic container |
| <input type="checkbox"/> Sidewalk Chalk | |

I agree to return all items in good condition and report any damages that may have occurred.

Print Name

Sign



Neighbourhood Block Party Activity Kit Deposit Form

Name of Depositor:	Address of Depositor:
Phone #:	Email:
Date of Event:	Approx. # of Participants:
Kit Pick Up Time:	Kit Drop Off Time:
Deposit: \$100.00 Cash Debit Cheque	Date Deposit Returned: Cash Debit Cheque

As per the Neighbourhood Block Party Activity Kit checklist attached.

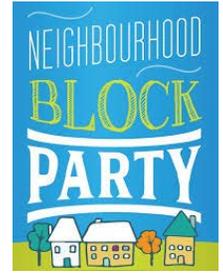
RULES & REGULATIONS:

1. Each kit requires a \$100.00 deposit which is refundable upon the return of the kit;
2. The kit will only be used for the event applied for on the date applied for at the location applied for;
3. The kit cannot be kept for more than 24 hours;
4. The kit can only be used by residents within the Town limits;
5. The kit will not be lent out or given to others;
6. Loss of items from the kit will be immediately reported upon return of the kit;
7. In the case of loss/theft of the kit, the user agrees to assume responsibility for the cost of re-supplying the items in the kit over the amount of the deposit;
8. The kit will be returned immediately upon the next business day and/or upon the request from the Town of Vermilion;
9. The Town of Vermilion shall not be liable or responsible for any damages or injuries resulting from the use of the Neighbourhood Block Party Activity Kit.

I have read and understand the rules and regulations of this agreement.

Signature of Renter

Date



Neighborhood Block Party Evaluation

To assist with the planning of our Neighbourhood Block Party Program, please provide us with some feedback below:

1. As a result of our Neighbourhood Block Party, I am more connected with others in my neighbourhood/community.

Check one:

- | | | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| <input type="checkbox"/> |
| Strongly
Disagree | Disagree | Somewhat
Disagree | Somewhat
Agree | Agree | Strongly
Agree |

2. How many volunteers were involved with the event and how many hours were contributed?

Volunteers: _____ Hours: _____

3. How many individuals attended the event?

_____.

4. Do you have any suggestions about the Block Party Activity Kit?

5. Any other comments/suggestions?

