



Community & Fire Services Commission

Request Received: May 25, 2006

Event Code: 2006- 022a

SPECIAL EVENT-WORK ORDER ROAD USE NOTIFICATION

Event Name: Markham Village Music Festival – 5 km Fun Run Event Owner: Girls Inc.

Overview: A 5 km road race that weaves its way through old Markham Village.

Date & Time: Sunday, June 18, 2006 1000h – 1200h 10:00 – 12:00

Location: Markham District High School
89 Church Street

Admission: \$15 per adult runner
\$10 per child runner under 14 yrs of age

Organization & Contact Information

Name: Bev Newman
Title: Event Organizer
Organization: Girls Inc.
Address: 15171 Yonge Street Suite 205
City, Prov, PC: Aurora, ON L4G 1M1
Day Tel: 905-727-4897

Eve Tel: N/A
Cel Tel: N/A
Fax: 905-727-7359
Email: info@girlsincyork.org
Web: www.girlsincyork.org

On Scene Emergency Contact

Name: Bev Newman Contact Number: 905-727-4897

Road Use Contact Information

Day Prior: Bev Newman 905-727-4897
First Name Last Name Telephone

Day of: Bev Newman 905-727-4897
First Name Last Name Telephone

Roads Involved

Sunday, June 18, 2006

- ☐ This event will utilize both sidewalks and roadways on the following roads:
- A. Race begins at Markham Baptist Church 110 Church Street
 - B. Church Street east to Wooten Way Primary

Forwarded Through Co-ordinator of Special Events:

101 Town Centre Blvd., Markham, ON L3R 9W3
Tel: 905-477-7000 ext. 3797 Fax: 905-475-4710
Email: specialevents@markham.ca

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| C. North on Wooten Way to Sir Lancelot Drive | Primary |
| D. Sir Lancelot Drive north to Ramona Blvd. | Secondary |
| E. Ramona Blvd west to George Street | Primary |
| F. George Street south to Parkway Avenue | Primary |
| G. Parkway Avenue east to Elm Street | Primary |
| H. Elm Street south to Church Street | Primary |
| I. Church Street east to Markham District High school - 89 Church Street | |

Municipal Parking Lots Involved

- A. Not Requested

Parking Control Plan:

Please describe what preparations are in place to accommodate participant/guest parking:

- B. Participants will park at the Markham District High School located at 89 Church Street

Community Notification Plan:

Please describe what methods are being utilized to inform the community of the upcoming road closures 14 days prior to event:

- C. Posters, Town of Markham web page

Request for Supplies:

A limited number of pylons and safety vests are available from the Roads Maintenance Department located at 555 Miller Avenue in Markham. All pick-ups and returns are the responsibility of the borrower and a request form must be completed prior to receiving items:

Pylons: 25
Safety Vests: 12

Barricade Drop Points:

The Town of Markham will deliver barricades that will consist of two orange colored A-Frame Stands and a 2' X 6' board that measures approximately 10'-14' in length. These barricades weigh approximately 50lbs and are the responsibility of the applicant to assemble and disassemble unless otherwise noted.

Location & quantity of barricade drop points:

- 1 – Sir Isaac Gate & Church Street
- 2 - Wooten Way & Church Street
- 2 - Wooten Way & Sir Lancelot
- 1 – Merlin Gate & 9th Line (Pay Security)
- 2 – Wooten Way & Ramona Blvd.
- 1 – Ramona Blvd & Sir Constantine
- 2 – Ramona Blvd & Paramount Road
- 1 - Ramona Blvd & Talisman Cres
- 1 – Ramona Blvd. & George Street
- 1 – Parkway Ave. & George Street
- 1 – Parkway Av. & Elm Street
- 2 – Elm Street & Church Street

Please Note:



- Barricades on local, secondary, rural streets are to be manned at all times with volunteers (V) that are at least 18 years of age
- Barricades on arterial/primary, 400 series, regional streets require hired security personnel (SP) or York Regional Police (YRP) or York Regional Police Pay Duty Officers (PDO)

Documentation:

Please Note: This event is covered through the Town of Markham's Insurance carrier – Frank Cowan

Traffic Control Plan

☐☐

As developed by Town of Markham
Operations – Roads Maintenance Department

Conditions of Road Closure:

- Emergency access for emergency vehicles must be maintained at all times. Failure to comply could result in suspension of the event.
- The road right of way must be clear of litter and debris within the 24 hours following the event. Failure to do so will result in Town Staff completing the task at a cost of \$150 per hour (3 hour minimum) with charges being the responsibility of the event.
- Compliance with any and all other conditions imposed by the Town of Markham and its Departments.

One week prior to the event:

- Confirm arrangements for barricades, pylons, safety vests and road signage with the Special Events Coordinator
- Payment of fees for goods and services provided by the Town of Markham must be received
- Appropriate approvals
- Provide notification to all affected residences, churches and businesses regarding the date, time and duration of the road(s) closure
- Post signs notifying the public of the road closure and potential traffic delays

Additional Conditions:

Road Closure Fee:

Amount:

☐ Paid☐ Waived

Credited to Account Number: 700-998-9299

Approval Levels:

Road Use that is contained to Town of Markham roadways requires approval from the following group(s):

☐ Council Approval

Main traffic is interrupted

Cancellation of a Road Closure:

If the timing of the road closure is altered for any reason, the applicant must immediately notify the following emergency services:

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| • Markham Fire & Emergency Services | 905-477-2011 |
| • York Region EMS | 800-668-7821 or 705-726-8103 |



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|--|------------------------|
| • York Regional Police | 905-881-1221 ext. 7001 |
| • Town of Markham, Special Events Co-ordinator | 905-477-7000 ext. 3797 |

Distribution:

Town of Markham

- | | |
|---|---------------------------------|
| • Corporate Communications – Web Master | • MFES |
| • By-Laws | • Operations & Asset Management |
| • Power Stream | • Special Events Co-ordinator |
| • Mayor & Members of Council | • Town Clerk |

York Region

- | | |
|------------------------|------------------------|
| • York Region EMS | • York Region Transit |
| • Roads Transportation | • York Regional Police |

Other

- | | |
|-------------------------------|------------------------------|
| • 407 ETR | • Ministry of Transportation |
| • Area Churches | • Ontario Provincial Police |
| • BIA – Markham Village | • Toronto Transit Commission |
| • BIA - Unionville | |
| • Go Transit – Bus Operations | |

VIA Fax:

- | | |
|--------------------------------------|--------------|
| • Georgian Ambulance Dispatch Centre | 705-739-6831 |
| • OPP | 905-841-6794 |
| • Student Buses | 905-713-2533 |

**Please sign and return to the Special Event Coordinator at least 30 days prior to your event.
Failure to do so may jeopardize our ability to commit to your event.**

Client Signature: _____

Date: _____