Parks Canada Parcs Canada

Guide for organizing an activity at Parks Canada's historic canals in Quebec

This guide is intended to inform organizers and promoters of the procedures in place to hold activities on the territory administered by Parks Canada at the following sites:

Carillon Canal National Historic Site
Chambly Canal National Historic Site
Lachine Canal National Historic Site
Sainte-Anne-de-Bellevue Canal National Historic Site
Saint-Ours Canal National Historic Site

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Canada

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This guide provides information on the main elements that contribute to planning an activity; it does not set out all the rules and clauses related to the activity. Depending on the context, the masculine gender includes the feminine and the singular includes the plural.

1. Parks Canada Permitting Principles

Organizing activities in a way that respects the natural and cultural resources, and the spirit of a particular site helps to ensure that the protected heritage places administered by the Parks Canada Agency remain relevant to Canadians. Activities play a vital role in helping the Agency fulfil its mandate to foster public understanding, appreciation, and enjoyment of Canada's protected heritage places. They also provide key opportunities for participants to experience and develop a sense of connection to Canada's natural and cultural heritage.

Under the *Historic Canals Regulations (SOR/93-220)*, all activities held on Parks Canada property require prior approval. This approval is given in the form of a Special Event Permit, Filming Permit or Licence of Occupation. By definition, the activity is temporary and planned for recreational, entertainment, educational, commemorative, or promotional purposes.

2. Application Analysis Framework

Before issuing an activity permit, and in order to determine the terms and conditions specified in the permit, the Director of Waterways must consider the impact of the activity on cultural resources, natural resources, public safety, structures (locks, dykes and bridges), riverside residents, navigation, wildlife and its habitat and the historic character of the canal.

Depending on the nature of activity, three types of permits may be issued:

- Special Event Permit
- Filming Permit
- Licence of Occupation

2.1. Special Events

Both public and private cultural, sports or community events are accepted.

Quebec Waterways allow events that:

- Respect the identity, history, and unique features of the site;
- Support the presentation of the natural and cultural heritage of the national historic site;
- Foster a sense of pride and connection with the national historic site;
- Involve the local communities;
- Enhance the visitor experience;
- Present an opportunity to have fun or relax;
- Provide a recreational offering that can take place in any season;
- Reach a variety of clienteles;
- Respect riverside residents;
- Are innovative and original;
- Promote equity, accessibility, inclusion and diversity;

- Integrate elements of sustainable development;
- Are 100% autonomous from an organizational, logistical, and operational standpoint;
- Have a maximum duration of three weeks.

Quebec Waterways deny events that:

- Do not meet the criteria described in this guide;
- Involve soliciting users;
- Promote unhealthy lifestyle choices;
- Contain elements that are inappropriate or prohibited by law.

Please refer to the section Permit Application Process for the application form.

2.2. Small Private Gatherings

Small-scale events, such as a family party or gathering of friends, are allowed without a Special Event Permit when they meet the following conditions:

- Free of charge
- Organized by an individual
- Fewer than 30 guests
- No equipment or decorations
- No catering or barbecue
- No sound system or DJ service
- No suppliers of goods and services

Participants must follow the municipal, provincial, and federal rules applicable on the site (example: alcohol consumption, hours of operation, etc.)

2.3. Commercial Activities

A commercial activity refers to any non-event activity that generates revenue, including the sale of goods, services, leisure activities or recreational experiences.

Companies or organizations wishing to offer such activities on a one-off or seasonal basis, without exclusive use of the site and without permanent installations, must obtain prior authorization from Parks Canada, which may take the form of a temporary permit or a simplified agreement depending on the nature and frequency of the activity.

Conversely, any exclusive, recurring occupation or occupation involving a physical installation must be subject to a call for proposals, leading to the issuance of an Licence of occupation, in order to ensure fairness and transparency in the process.

For any questions regarding commercial activities on Quebec Waterways sites, please contact us at **infocanalqc@pc.gc.ca**.

2.3.1. Group classes

Group classes, such as exercise, dance, or yoga classes, are allowed without a Licence of Occupation when they meet the following conditions:

- Groups consist of fewer than 20 people;
- The instructor holds the appropriate insurance for the type of activity;

- The class is held at a location authorized for that purpose (refer to the available areas sheets);
- The instructor must select a safe location for the activity and must inspect the site prior to each class to identify hazards (ice patches, holes, etc.) with cones or other appropriate material;
- No equipment such as tents, banners, posters, tables, sound amplification or any other heavy equipment may be set up during the activity;
- The use of street furniture, railings and other structures for exercise purposes is prohibited;
- Any waste generated by the activity must be removed from the site;
- All vehicles are prohibited on the activity site;
- The instructor must provide participants with essential information and special instructions regarding safety during the activity;
- In the case of classes involving use of the path or the canal, the instructor must ensure that a corridor is left free for other users at all times, and that only one exercise group is present at a time and that participants do not leave the site during the class or deviate from the planned course;
- The coexistence of class participants and other site users must be harmonious, safe, and uncompromised. Participants do not have exclusive or priority use of the site;
- Direct and indirect solicitation and the sale of goods and services, including enrolment in the class, are prohibited on-site.

If any of the above conditions is not met or if the organizer wishes to have priority use of the site, a Licence of Occupation is required.

2.3.2. Cruises

The cruise service shall be permitted to transit on the canal without a licence of occupation when:

- Complies at all times with the *Historic Canals Regulations* and the *Canadian Navigable Waters Act*;
- Uses a vessel that meets the current criteria of the *Small Vessel Regulations* and the *Canada Shipping Act*, and that is registered as a small vessel;
- Is able to submit to Parks Canada the proof of compliance required to operate the business, including, but not limited to, a Transport Canada Certificate of Compliance and a Canadian Coast Guard Certificate of Compliance;
- Holds the appropriate insurance for its type of activity;
- Transits the canal only, and the home port is located outside Parks Canada boundaries;
- Pays the commercial lockage, commercial mooring and passenger boarding and landing fees to Parks Canada lock staff;
- Not impede traffic on the docks or gangways and not interfere with the normal operations of the national historic site;
- Ensure participant safety during boarding and landing procedures;
- Agrees to comply at all times with the instructions of the person in charge of navigation operations;
- Agrees to submit detailed information on crossing schedules at the start of the season and all schedule changes as soon as possible (minimum of 24 hours before the schedule change takes effect);

- Has no priority. Cruise service is subject to the same conditions as other users: the operations team will make every effort to maximize the passage of the vessel. It is important to take into account when planning cruises that lockage delays are sometimes unavoidable;
- Holds and complies with the conditions of its alcohol permit for the sale and consumption of alcoholic beverages, issued by the Régie des alcools, des courses et des jeux du Québec (RACJQ).

If the cruise company wishes to negotiate a special agreement, a Licence of Occupation is required according to Parks Canada conditions.

2.4. Filming, Photo Shoots and Drone Use

A Filming Permit is required to carry out a film, television, advertising, photographic or digital project on the lands or waters of all Parks Canada historic canals in Quebec.

Final approval is given in the form of a Filming or Shooting Permit containing various clauses to protect the site's resources and users. Clauses specific to filming are added, namely regarding the use of the images produced, drone use and mentions in the credits.

Please refer to the section Permit Application Process for the application form.

2.5. Public Art Project

Public art initiatives may be accepted in the form of visual art installations or temporary participatory devices. These initiatives may be subject to additional criteria. The public artworks presented will not be acquired, maintained, or integrated into Parks Canada's collections. These initiatives are generally governed by a Licence of Occupation. Cultural mediation activities are encouraged in order to maximize visitor engagement and the reach of the artworks.

Projects are carried out in collaboration with partners in the field who have experience and expertise in implementing public art projects and who act as intermediaries. The public artworks presented will be the work of professional artists who are members of recognized professional associations.

The installation process and choice of location must respect the site's cultural and natural resources, as well as the rules in force on the waterway and its shores. An environmental impact assessment may be required. Requirements related to installation, safety and maintenance of the works must be taken into account. Promoters are responsible for providing a scaled site and installation plan, as well as a site restoration plan. The plan must include a description of the project, a schedule, drawings of the work and the method of work used. Depending on the type of installation, professional drawings may be required.

Please contact us at infocanalqc@pc.gc.ca for steps to install a public art project.

3. Permit Application Process

After reviewing the information contained in this guide, the promoter must complete and sign the Special Event Permit application form or the Filming Permit application form. Incomplete applications may be rejected.

The application will be reviewed, and the promoter will be informed whether the site is available, whether or not it is suitable for the activity and what documentation and approvals will be required before final approval can be given. Parks Canada assumes no liability for any commitments the promoter has made to third parties in the event that the application is rejected.

After reviewing all aspects of the application, Parks Canada will assign a contact person who will notify the promoter of preliminary approval of the application, if applicable. At that time, the promoter will be informed of the other documents required, and discussions on the conduct of the activity will be undertaken.

Final approval of the application will not be confirmed until all necessary documentation has been received and approved in writing by Parks Canada. Final approval is given in the form of a permit signed by the Director of Quebec Waterways.

Pre- and post-activity visits may be conducted at Parks Canada's discretion regarding the site condition or activity planning.

3.1. Permit Application Deadlines

Parks Canada aims to analyze proposals within the following timeframes. Parks Canada cannot guarantee that applications received after the deadline will be considered.

3.1.1. Events

- Expected date between May 1st, 2027 and October 31st, 2027: December 1st, 2026
- Expected date between November 1st, 2027 and April 30th, 2028: September 30th, 2027
- Expected date between May 1st, 2028 and October 31st, 2028: December 1st, 2027

3.1.2. Filming and Photo Shoots

- With little or no infrastructure and/or with a crew of 30 people or less: 10 days before the start date of shooting
- With a great need for infrastructure and/or with a crew of more than 30 people: 45 days before the start date of shooting

3.1.3. Commercial Activities from April 1st to March 31st

- January 31st

3.1.4. Public Art Projects

- 120 days before the start of installation

4. Required Documents

The following documents must be submitted with the application or prior to the permit being issued.

4.1. Site Plan

For application review purposes, attach a draft version of the site plan for the activity to the application form. Clearly indicate the location and the number and size of temporary structures and facilities you plan to install. An official site plan will be required if your activity is approved. Parks Canada retains authority over the official site plan. The promoter must account for traffic management in developing the site plan. The site plan must also be approved by the competent fire protection service in accordance with applicable municipal or regional requirements.

At minimum, the official plan must include the following details:

- Name of the author of the plan
- Name of the activity
- Date of the activity
- Clearly delineated area of the activity site, including entry and exit points and fencing locations
- Clearly identified structures and equipment installation areas
- Vehicle access routes for set-up/dismantling
- Approximate scale
- North arrow
- Evacuation routes
- Location of waste and recycling receptacles, tents, booths, kiosks, stages, screens, speaker orientation, portable toilets, sinks, handwashing stations, signs, banners, signage, generators, and lighting towers

Required for certain types of activities:

- Emergency parking for firefighters and paramedics
- First-aid facilities
- Traffic control staff
- Emergency stations
- The schedule for the preparation and closing of the activity and expected arrivals and departures

4.2. Sustainable Development Plan

The promoter must provide a sustainability plan for the activity. The plan must contain monitoring and follow-up measures. The plan must also include actions in each of the following areas:

- A general commitment by the promoter to sustainable development, in terms of governance, the environment and society;
- Incentives to encourage the use of alternatives to single-occupancy vehicles and offsets for GHG emissions;
- Measures in place to reduce food waste and offer vegetarian or vegan options;
- Waste management measures, such as consumption reduction, zero waste and waste recovery, and the elimination of single-use plastics;
- Filling station for reusable water bottles;
- Use of renewable energy and energy-saving measures;
- Sourcing from local suppliers, in the region or within 100 km;
- Measures to raise awareness for the protection of natural environments and respect for habitats;

- Universal accessibility features;
- Measures to limit impacts on surrounding communities and support their engagement;
- Recognition for volunteers;
- Measures to promote the hiring of people of diverse backgrounds.

An activity report demonstrating the achievement of the objectives must be provided to Parks Canada for a subsequent application. The report contains the outcome of each of the plan's measures, performance indicators, recommendations, and overall findings.

For more information or to obtain assistance, visit the Conseil québécois des événements écoresponsables.

4.3. MAPAQ Permit

The applicant is responsible for seeking and obtaining the appropriate permits from the Ministère de l'Agriculture, des Pêcheries et de l'Alimentation du Québec (MAPAQ) in the case of the service or sale of food. The permits must be received before the activity and a copy must be provided to Parks Canada.

4.4. Alcohol Permit

The consumption of alcohol is forbidden on Parks Canada property unless specifically authorized for an activity. The applicant is responsible for seeking and obtaining the appropriate permits from the Régie des alcools, des courses et des jeux (RACJQ) in the case of the service or sale of alcohol. The permits must be received before the activity and a copy must be provided to Parks Canada.

4.5. Insurance and Responsibility

The promoter will be required to obtain public liability insurance in such amounts and on such terms as a prudent operator should maintain with "His Majesty the King, in Right of Canada, as represented by the Minister of Environment for the purpose of the Parks Canada Agency" as an additional named insured. Minimum coverage of $2 million per incident is required but this amount may change depending on the size and scope of your event.

4.6. Emergency Response Plan

An emergency response plan may be required for any sporting, boating or medium and large-scale activities. At minimum, the plan must include the following information:

- Possible emergency scenarios, actions to be taken, procedures to follow and resources available;
- A flow chart illustrating the chain of communications;
- A detailed list of volunteers, partners and companies hired for health and safety services;
- The flow of participants;
- Maps showing emergency evacuation routes.

The plan must also be written in accordance with the standards of the appropriate sports association or federation or the promoter's sectoral tourism association.
An incident/accident report must be completed where applicable.

4.7. Path Detour and Signage Plan

Any permit application for an activity requiring the closure of a section of the path must be accompanied by a detour and signage plan. Closures are not permitted on the Lachine Canal path.

Permit holders are responsible for setting up the detour and signage, managing traffic and coordinating the detour with the municipalities. Parks Canada may require flaggers for safety reasons.

4.8. Other Documents

Other permits, authorizations and licences may be required by all levels of government (e.g., SOCAN for music, City for building permits, registrations, etc.). The promoter is responsible for finding out what is required and for obtaining permits from the appropriate authorities where applicable.

5. Requirements

Parks Canada sites are protected heritage places and should be treated as such. Promoters should be aware that all activities carried out in protected heritage places are subject to various regulations and guidelines. A permit may be revoked without notice if these conditions are not respected.

5.1. General Planning and Safety Measures

- The promoter's activity must not prevent visitors from enjoying the site and its facilities.
- The activity must not interfere with regular operations of the site, including maintenance and access to property and facilities.
- The activity must not impede traffic flow.
- All activities and/or events must comply with the *Historic Canal Regulations*.
- The promoter is responsible for ensuring the integrity of its facilities and for correcting all deficiencies, falls and damages as soon as possible.
- The promoter must take the necessary measures to ensure the safety of activity participants and other site users.
- Any change to planning or installations that has a technical impact must be submitted to Parks Canada for prior approval within a reasonable time before the event. No adjustments may be implemented without such approval.

5.2. Tents

In the event that the promoter installs a shelter on the site for the purposes of the activity, the structures must be held in place by counterweights or stakes not exceeding 30 cm (12 inches) in length depending on the site. Tents must be installed by a contractor licensed by the Régie du bâtiment du Québec. They must also be installed in accordance with the requirements of the municipal fire department for fireproof materials.

5.3. Barbecue and Food Cooking Appliances

Barbecues are considered open fires and are not accepted on the site unless they are authorized in a special event permit. Parks Canada may require the promoter to provide a municipal fire department authorization for the use of combustion devices. The promoter must ensure that briquettes / propane tanks are removed and located outside the site, according to the standards in force.

5.4. Waste Materials

The promoter must ensure that all debris and waste is removed from the site. The promoter must collect all waste generated during the activity and dispose of it off-site at its own expense. The proponent must bring its own equipment to the site to dispose of waste. It must organize, install, and maintain sufficient trash cans, recycling bins, compost bins and ashtrays before and during the special event.

5.5. Noise Pollution

Parks Canada harmonizes with the municipal regulations in force, including the instructions on noise during outdoor events. The sound level currently allowed, including PA tests, is 80 dBA at radius of 35 metres from the sound source. The allowable limit may be reduced depending on the weather conditions and location. Additional measures may be imposed as appropriate.

5.6. Continuous Music

Speakers must face away from residential areas. Continuous music time slots must be a maximum of six (6) hours and be spaced a minimum of one (1) hour apart. The promoter must also take a series of measurements with a sound level meter and submit the compliance report to Parks Canada at the end of the event.

5.7. Power Supply

The promoter must provide its own power supply. The promoter must provide generators; renewable energy sources are preferred. In order to reduce the risks associated with the use of generators, certain conditions apply and will be communicated to the promoter.

A power supply is only available in a few locations and user fees and conditions apply.

5.8. Sanitary Facilities

The number of toilets and handwashing stations must be established according to municipal requirements related to the ratio, including an adequate number of wheelchair-accessible toilets, based on the location of the event, its duration, and the expected number of participants (including employees, volunteers, and spectators). The facilities must be maintained at regular intervals, and accumulated waste must be removed and transported appropriately. The facilities must be delivered and removed the same day as the activity or must be secured in such a way that they cannot be moved if left unattended. The promoter will be responsible for any act of vandalism and must remove the toilets from the water body if they are located there at its own expense and bear any cleaning costs. The discharge of grey and black water on the site and in the canal is prohibited.

5.9. Vehicle Traffic

Vehicles are allowed only for the delivery of goods for setting up and dismantling for events. Once vehicles are fully loaded or unloaded, they must leave the premises. No personal

vehicles are allowed on the premises. Rules for traffic on Parks Canada property apply, including those relating to visitor safety, vehicle identification and load limits.

5.10. Fireworks

It is forbidden to discharge fireworks in a historic canal without special authorization.

5.11. Drone Flight

The historic canals are located primarily in controlled airspace. Flying drones for commercial purposes requires authorization from the Director of Quebec Waterways. For this purpose, a Filming Permit application must be made. Filming Permit holders must demonstrate compliance with Transport Canada requirements, including the Special Flight Operations Certificate and respect for the privacy of others.

5.12. Site Restoration

The promoter is responsible for repairing damage to the activity site, restoring it to its original condition and replacing damaged or removed items to the satisfaction of Parks Canada, including vegetation, street furniture and all surfaces.

5.13. Official Languages

The promoter must provide its services to the public in both official languages of Canada. In addition, it must ensure that notices and printed materials, such as public information signs, are available in both official languages at the site.

5.14. Inclusion and Accessibility

The participants should have equitable opportunities and choice to independently experience and enjoy events and activities. The promoter must offer an alternative when it is not possible for the visitor living with a disability to access a facility, activity, or event to the same extent as other visitors.

Everyone benefits from well designed, maintained, inclusive and easy to use facilities including these people:

- People with limited mobility;
- People with loss of upper body extremity skills;
- People with visual and hearing impairments;
- Families with strollers and small children;
- People with developmental, cognitive, and mental disabilities;
- People for whom French/English are not their first language;
- Seniors with related conditions;
- People of all sizes and weight;
- People with temporary injuries or disabilities;
- Gender diverse people.

5.15. Nautical Activities

The conduct of activities on the water is subject to specific rules to ensure effective sharing of the canal among different types of users. In addition, constant communication with the lockmaster is mandatory. Launching of boats is permitted at designated locations.

All boats must comply with Transport Canada legislation and be equipped with the mandatory safety equipment.

Boats/equipment/machinery from outside the Parks Canada protected heritage place that does not stay within approved pathways/routes/parking areas must be properly cleaned before going on-site to minimize the risk of introducing alien invasive species.

To ensure the security, a safety motorboat may be required. The boats must comply with Transport Canada guidelines and be equipped with the safety equipment specified in the *Canada Shipping Act* and the *Small Vessel Regulations*. All watercraft must respect the 10 km/h speed limit at all times, except when rescuing a person in distress. If the vessel produces a wake at 10 km/h, speed must be reduced to eliminate wake generation (this takes precedence over the speed limit).

The promoter must take the necessary measures to ensure the safety of activity participants and other site users. In particular, the promoter must:

- Ensure that participants do not leave the site during the event or accidentally deviate from the planned course;
- Ensure adequate medical coverage;
- Ensure that participants and other waterway users coexist harmoniously and safely;
- Notify local authorities (police, emergency services, etc.) of the event.

Non-motorized watercraft must travel outside the navigation channel whenever possible. The *Canada Shipping Act* remains applicable at all times. The specifics of the *Collision Regulations* apply within the boundaries of the historic canals.

At Lachine Canal, in the event of notification by the City of Montréal that an overflow of the Rockfield overflow (discharge of sewage into canal) has occurred within 72 hours prior to the activity, the activity shall be cancelled or postponed to a later date.

5.16. Notice to Riverside Residents

Parks Canada requires the promoter to give riverside residents notice of at least two (2) weeks of any activity that may affect them in any way. The promoter is responsible for ensuring the peace of residents and for complying at all times with the municipal by-laws in force, particularly about noise. The promoter must respond to any complaints and make the necessary corrections.

5.17. Required Visibility for Parks Canada

The event organizer's communication activities must mention that the event is being held at a Parks Canada national historic site.

Terms to be used:
English:
"Parks Canada", " [Name] Canal National Historic Site", " [Name] Canal", "[Name of the Place] "
French:
"Parcs Canada", "lieu historique national du Canal-de-[Nom]", "canal de [Nom]", "[Nom de l'emplacement]"

The use of the Parks Canada logo will be considered on a case-by-case basis.

The promoter is responsible for providing the information it wants Parks Canada to share on its social media. For that purpose, it is important to complete the "Inclusion on Parks Canada platforms" section of the permit application form.

5.18. Sponsors

The posters of sponsors on the Location shall be accompanied by a statement that the sponsor in question supports the Activity. The posters of sponsors must allow for a clear understanding by the public that they are being posted solely because of their support of the event in question. Parks Canada Agency management reserves the right to refuse the participation of a partner or sponsor whose mission or reputation is deemed to be irreconcilable with the interests or mandate of the Parks Canada Agency.

5.19. Environmental Best Management Practices

In addition to the mitigation measures specific to each stage leading up to a special event, promoters must comply with federal, provincial, and municipal regulations and any other restrictions or directives imposed by Parks Canada.

In addition to the rules contained in this guide, below are some examples of mitigation measures that the promoter must put in place to hold its event/activity (a complete list of all potential impacts will be included in the permit):

Special Event Planning

a. Special Event organizers must brief visitors on the value of the protected heritage place and the most relevant mitigation measures (e.g., do not disturb turtle nests protected by snow fencing).

Cultural Resources

b. Excavation of any sort is prohibited.
c. Ground surface impacts and below ground surface anchoring for the installation of fencing, tent pegs, signage, or any other purpose is prohibited, except in areas that have been reviewed and pre-screened by an archaeologist and/or qualified specialist/advisor. Non-intrusive temporary fencing, signage, or structure stabilizing mechanisms (that does not puncture the ground) is recommended.
d. If archaeological resources are uncovered during project activities, Special Event organizers will isolate the specific area and restrict access until the specialist/advisor is notified to provide further direction.
e. The use of any Parks Canada installation as supports for equipment, infrastructure, and signage are strictly prohibited.

Visitor Experience and Safety

f. Use of special effects/pyrotechnics/black powder must comply with the Explosives Act and Regulations under Parks Canada's direction.

Soil/Land Resources, Water Quality

g. Minimize vehicle traffic on exposed soils and stabilized high traffic areas.
h. Anchors must not be deployed in the 'no anchoring' zones.

Flora

i. No vegetation is to be removed from the site or cut, unless approved by Parks Canada.
j. Vehicle and foot traffic should be limited to existing or Parks Canada approved pathways/routes to prevent damage to vegetation.

Fauna

k. Never approach or harass wildlife (e.g., feeding, baiting, luring).
l. Minimize the brightness and the areal extent of illumination. Reduce glare by using properly mounted shielded fixtures and avoid direct illumination of shoreline areas.

Equipment Operation

m. The Special Event organizer is responsible for having appropriate containment, spill kit, and clean up equipment on-site in accordance with the approved Spill Response Plan to ensure a rapid response to any spill (e.g., chemical, human waste).
n. The operating, refueling, and maintenance of vehicles/equipment, and the handling and storage of toxic materials (e.g., fuels, oils, and chemicals) will be carried out in such a way as to avoid contamination of the soil and water.
o. All refueling must take place on an impermeable fuel mat with a berm or within a container. Leaks and spills during refueling must be cleaned up and contaminated materials must be disposed of appropriately. Fuel must never be dispersed or deposited into the environment or any water body.
p. Gas generators must be secured to prevent movement during operation and set up on an impermeable fuel mat with a berm or within a container that can contain 110% of the volume of fuel in the generator.

6. Fees for Activities

6.1. Special Events

The pricing for special events consists of a base rate aimed at recovering the costs of services, to which are added land-use fees that vary depending on a variety of factors, such as duration, revenue generation or space occupied.
The total fees must be paid prior to the event.

6.2. Photo and Film Shootings

Filming and photo shoot fees consist of a base fee plus additional fees based on numerous factors, including duration and crew size.

6.2.1. Possible Discounts for Photo and Film Shootings

A percentage discount may apply for:

a) Projects that use a location as an easily recognizable and identifiable national historic site;
b) Projects that contribute to Parks Canada high priority messages on ecological and commemorative integrity;
c) Projects that the primary outcome is either educational, or linked to tourism development.

6.3. Cancellation conditions

The application processing fee is non-refundable. Weather conditions are not a valid reason for cancellation. If the event is cancelled, the organizer must notify Parks Canada a minimum of ten (10) days before set-up for the event was scheduled to begin. The event may be rescheduled within the same operating season depending on site availability.

Appendix A - Available Areas

Notes:

1. Applications for any other location may be considered. However, the following sites are the most suitable for holding events.

2. All tent and tent locations must be confirmed. Their anchoring to the ground may be excluded and a load limitation may be required.

Carillon Canal National Historic Site

Born of 19th-century military and commercial needs, the Carillon Canal long served as a strategic route on the Ottawa River. Its current lock, notable for its unique guillotine gate in Canada, embodies the culmination of a century of engineering and adaptation.

Name of site	**Carillon Canal Garden**
Location	Next to parking lot on Du Barrage Street
Description	Grassed area for activities, Parking, and toilets nearby
Area (m^2)	8592

Chambly Canal National Historic Site

Entirely shaped by human hands, the Chambly Canal's landscape has evolved in step with its operations and uses. Long kept free of vegetation near the locks to facilitate work, the site was transformed in the late 19th century with tree planting and the creation of a more landscaped environment. This interplay between nature and engineering is now an integral part of the canal's identity.

Name of site	**Parc des Ateliers**
Location	De Bourgogne Avenue
Description	Grassed area for activities, Parking, and toilets nearby, Shelter on site Beginning of the path of the canal
Area (m^2)	13966

Name of site	**Place Des Barges**
Location	Between De Bourgogne Street and Migneault Street
Description	Grassed area for activities, Parking, and toilets nearby Electricity available, Picnic Tables
Area (m^2)	1675

Name of site	**Chambly Jetty**
Location	Locks no. 1-2-3
Description	Parking and toilets, paved surface, benches, panoramic view Marina in the neighborhood
Area (m^2)	931

Name of site	**Bridge 7 Station**
Location	Corner of O'Reilly Street and Chemin Sainte-Thérèse
Description	Grassed area, Parking, Picnic tables
Area (m^2)	2215

Name of site	**Saint-Jean Jetty / Lock 9**
Location	Corner of Champlain and Saint-Paul Streets
Description	Grassed area, toilets, Electricity available
Area (m^2)	1782

Lachine Canal National Historic Site

Opened in 1825 to bypass the Saint Lawrence rapids, the Lachine Canal quickly transformed Montréal into a major industrial centre. Its strategic location and powerful current attracted factories and workers, shaping a manufacturing corridor that left a lasting mark on the city's development.

Name of site	**Flour Docks**
Location	Peel Basin, De la Commune Street, between railway and Bonaventure Highway
Description	Gravel and paved surface Electricity available
Area (m^2)	8 500 (South Flour Dock: 2 933, North Flour Dock: 3 498)

Name of site	**Place Des Bassins**
Location	Near Richmond Street
Description	Grassed area
Area (m^2)	2096

Name of site	**Place Des Ouvriers**
Location	Des Seigneurs Street
Description	Reinforced grass surface, toilets, service path, paved surface, Electricity available, picnic tables
Area (m^2)	3870

Name of site	Hangar 1825
Location	Place Des Ouvriers
Description	Interior structure allowing access on two sides, Concrete surface, Direct access to the path, Toilets, Electricity available, The space is strictly for the use of visitors; use for storage and/or staff space is not permitted.
Area (m²)	187

Name of site	Place De L'Ancien-Chantier-Naval
Location	Corner of Dominion and Des Éclusiers Streets
Description	Large, grassed area, Toilets, Service path Electricity available
Area (m²)	4915

Name of site	Charlevoix Station
Location	Corner of Charlevoix and Saint-Patrick Streets
Description	Large, grassed area, Gravel surface, Electricity available, Shelter on site
Area (m²)	2023

Name of site	Atwater Pole
Location	Between Atwater and Bédard Streets
Description	Gravel surface, Toilets nearby, Electricity available
Area (m²)	377

Name of site	Côte-Saint-Paul Lock
Location	North side of the lock
Description	Grassed area for activities and toilets nearby
Area (m²)	1446

Name of site	**Monk Station**
Location	Corner of Saint-Patrick Street and Monk Boulevard
Description	Grassed and paved area, Boat launch
Area (m^2)	7000

Name of site	**LaSalle-Coke Crane Station**
Location	Notre-Dame Street
Description	Grassed area, Parking, and toilets
Area (m^2)	13573

Name of site	**Monk Island**
Location	Saint-Joseph Boulevard and 7th Avenue
Description	Grassed area for activities, Parking, and toilets nearby
Area (m^2)	6500

Sainte-Anne-de-Bellevue Canal National Historic Site

Opened in 1843 to bypass the rapids of the Ottawa River, the Sainte-Anne-de-Bellevue Canal first served to transport goods and timber. It illustrates the importance of the waterway network in the 19th century. Today, it supports recreational boating and preserves remnants of its original engineering.

Name of site	**Old Lock Garden**
Location	On canal bank
Description	Grassed area for activities, toilets nearby Boat launch
Area (m^2)	2459

Saint-Ours Canal National Historic Site

Inaugurated in 1849, the Saint-Ours Canal completes the canalization of the Richelieu River by bypassing the last obstacle between the Saint Lawrence River and Lake Champlain. Once essential to timber transport and regional trade, it is now home to the current lock as well as the Vianney-Legendre fishway, a unique installation that allows fish to pass the dam and reflects the site's evolution toward integrated management of natural and historic heritage.

Name of site	**Darvard Island**
Location	Saint-Ours
Description	Grassed area for activities, Parking, and toilets nearby Electricity available, Boat launch
Area (m²)	1282

Name of site	**Bank, Saint-Ours Side**
Location	Chemin des Patriotes
Description	Grassed area for activities, Parking, and toilets nearby Boat launch
Area (m²)	2519

Name of site	**Saint-Roch Garden**
Location	Saint-Jean-Baptiste Street
Description	Grassed area for activities, Parking, and toilets nearby
Area (m²)	4655