



## THE RURAL MUNICIPALITY OF LAC DU BONNET POLICY & PROCEDURES

<b>Policy Name:</b> Movie Permit Policy	<b>Policy Number:</b> ADMIN-2024-02
<b>Policy Manual Section:</b> Administration	<b>Number of Pages:</b> 7
<b>Resolution Number:</b> 2024 0043	<b>Resolution Date:</b> January 23, 2024
<b>Status:</b> Approved	<b>Date Adopted:</b> January 23, 2024  <b>Date Removed:</b>
<b>Review Date:</b> As Required	<b>Revision Date:</b> As Required

### 1) PURPOSE

The RM of Lac du Bonnet is proud to be home to some of the most beautiful natural resources in Manitoba. From time to time, production companies may wish to film in and around the RM. We recognize the cultural, tourism and economic benefits derived from filming activity, and it is the desire of the RM to provide a film friendly environment and encourage the growth of the industry.

### 2) APPLICATION

Any production company that undertakes a filming project in the Rural Municipality of Lac du Bonnet must, prior to such undertaking, have obtained a permit which is to be issued by the RM in accordance with the present policy. The policy applies to all film applications, except for current affairs and newscast.

### 3) POLICY STATEMENT

Being a policy of the Rural Municipality of Lac du Bonnet, production companies are expected to obtain permits, any and all appropriate insurance, prior to performing any filming project.

#### 4) GENERAL POLICY

To respond to all inquires relating to film and television production in an efficient manner, the RM of Lac du Bonnet shall expedite the permit process by coordinating all RM department reviews and approvals.

All requests for information, application forms, inquires, etc. shall be directed to:

RM of Lac du Bonnet  
4187 PR 317  
P.O. Box 1028  
Lac du Bonnet, MB R0E 1A0  
Phone: 204-345-2619  
Email: rmldb@lacdubonnet.com

There is no fee for permit application processing. It should be noted, however, that charges may be incurred in relation to the provision of additional RM services and resources.

#### 5) PERMIT APPLICATION PROCESS

Requests for approval of projects must be submitted in writing to the Chief Administrative Officer, and must include:

- i.) A completed and signed *Movie Permit Application* (attached as Schedule "A").
- ii.) A completed and signed *Road Closure Application* if the vehicular flow of a road or the pedestrian flow of a sidewalk, path or road allowance may be affected (attached as Schedule "B")
- iii.) A completed and signed *Application for Use of Public Parks, Open Spaces or Public Reserves* if utilizing RM owned property. (attached as Schedule "C")
- iv.) Proof of a valid general liability insurance (as noted in Clause 4.3 below).

The RM of Lac du Bonnet reserves the right to review all scripts and to cancel any permit in the event of activities not being conducted in accordance with the Movie Permit.

## **6) TIMELINES**

The application should be submitted at least four (5) working days before shooting begins. Filming that includes road closures and special effects with elements of potential danger or inconvenience to citizens, merchants or property, or other factors deemed by the RM to constitute reason for careful evaluation of the application requires at least twenty (20) working days notice

## **7) INSURANCE**

Prior to filming, the applicant must provide proof of a valid general liability insurance of at least \$5,000,000 against claims for personal injury, death or property damage occurring upon or in or about the approved locations. The policy will include the RM of Lac du Bonnet as additional named insured.

## **8) CONSIDERATIONS TO RESIDENTS/OCCUPANTS/BUSINESSES:**

i.) Production vehicles arriving on location in or near a residential neighbourhood shall not enter the area before the time stipulated on the permit.

ii.) Production vehicles shall not block, or park in driveways without the permission of the driveway owner.

iii.) Cast and Crew shall not trespass on residents' or merchants' property. They must remain within the boundaries of the property that has been permitted for filming.

## **9) NOISE:**

Filming must be done in respect to the Rural Municipality for Noise, being By-law 07-16, as amended or replaced from time to time. The application must include the details of filming activities so the RM can review any potential exemption required under the by-law.

## **10) ROAD CLOSURES:**

Filming on a street or road in the RM OF Lac du Bonnet may require a permit, particularly if there's a need for road closures or intermittent traffic stoppages. Any filming on municipal roads must be discussed with the RM's Manager of Operations to determine whether a permit is required.

Issuance of a Road Closure Permit requires a minimum of twenty (20) days notice before filming.

Production companies are responsible for providing certified traffic control for all Road closures or intermittent traffic stoppages.

#### **11) NOTIFICATION:**

In cases where residents and businesses may be affected by road closures, special effects, gunfire etc., the RM will require production companies to provide a written letter of notification to residents and businesses of the events occurring in their area. A copy of the notification is also to be sent to the Chief Administrative Officer and the Director of Public Works.

Notification of property owners/occupants should take place following the RM's review of the request, and no less than two (2) days prior to the planned activity.

The notification shall include:

- I. Title of production and name of production company;
- II. Name of Location Manager or Production Manager and cellular telephone number;
- III. Date and times that the film company will be working in the area with a brief description of what their activity will be and details regarding parking, noise and any special effects;
- IV. Name of the RM of Lac du Bonnet's Director of Public Works and telephone number.

#### **12) PARKING:**

All vehicles associated with the production unit shall be parked in a legal manner to permit access by emergency vehicles. The RM's Director of Public Works can assist with finding suitable parking for film vehicles within the RM of Lac du Bonnet.

#### **13) CIVIC PROPERTIES:**

The RM of Lac du Bonnet owns many buildings and properties that could be made available to production companies. These include parks, trails and various municipal facilities. Use of these buildings and properties will require prior approval by the RM. Security and rental fees may apply.

#### **14) PARKS:**

By-Law 07-22, Regulation, Control and Use of Municipal Public Reserves

No tree removal or pruning of trees and plant materials will be permitted without approval of the RM. No tree, shrub, flower, moss, grass, footpath or natural object will be destroyed or removed without permission. All sites must be returned to their original condition; otherwise the production company will be billed for cleanup services or restoration.

#### **15) PUBLIC ART, STATUES, MONUMENTS:**

The use of public art, statues, monuments or other community icons requires specific approval by the RM and must be described in the Movie Permit Application.

## **16) STUNTS AND SPECIAL EFFECTS:**

Use of firearms, explosives, flash powder, detonators, flammable liquids, and the filming of dangerous stunts must be stated clearly in the Movie Permit Application and will require the appropriate approval from the RCMP and/or the Fire Department. All costs associated with these requirements and related clean-up are at the expense of the Production Company or applicant.

## **17) RCMP:**

Policing for the RM of Lac du Bonnet is under the jurisdiction of the RCMP. The RM will coordinate all RCMP requirements, including filming involving gunfire, vehicle crashes and traffic control and disruption through the permitting process.

## **18) FIRE DEPARTMENT:**

The RM of Lac du Bonnet shares the Fire Department with the Town of Lac du Bonnet. They will coordinate all Fire Department requirements through the permitting process, but it should be understood that our property and resident needs will be given priority.

## **19) FILMING WITH DRONES (unmanned aerial vehicles):**

The use of drones for filming in the RM of Lac du Bonnet must follow Transport Canada's regulations. <https://www.tc.gc.ca/en/services/aviation/drone-safety.html>

## **20) CLEANUP:**

Production crews must clean the location at the end of each day to ensure the area is returned to its original condition. Materials and debris are not to be washed in rivers or lakes.

## **21) CREDITS:**

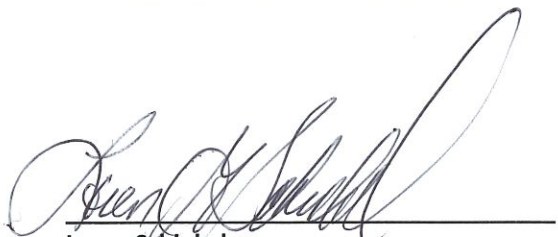
The RM of Lac du Bonnet will receive a film credit whenever any filming is done in the RM.

## **22) INDEMNIFICATION CLAUSE:**

The insured party hereby agrees to indemnify, defend, and hold harmless the RM of Lac du Bonnet, its officers, officials, employees, and agents from and against any and all claims, demands, suits, liabilities, damages, losses, costs, and expenses, including reasonable attorney fees, arising out of or resulting from any acts, omissions, or negligence of the insured party, its representatives, or any third party acting on its behalf.

The insured party further agrees that this indemnification and hold harmless obligation shall apply irrespective of whether the claim, demand, or suit is based on alleged strict liability, negligence, breach of contract, or any other legal theory.

This clause shall survive the termination or expiration of this policy.



---

Loren Schinkel  
Reeve



---

Sandra Broek  
Chief Administrative Officer