



**APPLICATION TO HOLD AN EVENT  
ON HIGHWAYS AND / OR MUNICIPAL ROADS  
IN FOOTHILLS COUNTY**

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- Completed applications must be received at least 90 days prior to the event. Incomplete applications or applications received less than 90 days before the event may not be considered.
  - This application is to be used to attain approval for road events utilizing municipal roads within Foothills County, and/or to make certain that the County has no objection to the use of provincial highways for an event (a requirement of the province).
  - This application is for road events only. Special events that are to be held on lands located within the municipality may need to acquire a special events permit. This may include pre or post celebrations associated with your road event. Please contact [planning@foothillscountyab.ca](mailto:planning@foothillscountyab.ca) to find out if you need a require a special events permit.
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**PART 1 – CONTACT DETAILS**

Name of Group / Organization: Crankmasters

Mailing Address: Address 1 [REDACTED]

Address 2

City [REDACTED] Province [REDACTED] Postal Code [REDACTED]

Email Address: [REDACTED]

**Event Coordinator Contact information:**

Contact Person: Mike Vance Title: Ride Co-Ordinator/ExecMember

Phone: [REDACTED] Cell: [REDACTED]

Email: [REDACTED]

**On-Site Contact Information:**

Contact Person: Peter Heinemeyer Title: Commissaire

Phone: [REDACTED] Cell: [REDACTED]

Email: [REDACTED]



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**PART 2 - EVENT DETAILS**

Name of event: Priddis Road Race

Dates for event: July 9 2025

Times for event: From: Wednesday To: 6:00 pm to 9:30 pm

Municipal roads required for the event: (Please reference Streets and Avenues, not Township and Range Roads)

186 W, 240 Street W, Plummers Road

Provincial highways required for the event:

Staging (pre and post event) and rest stop / aid station locations (please list all):

At the start of each event, each group A, B, C lines up - that's the only grouping

**\*Please attach a map illustrating the details of the route, including all roads proposed for the event, locations of planned rest stops or aid stations and any lands/locations proposed for staging or pre/post events.**



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Describe the nature and objectives of event:

Competitive road racing (cycling)

Is this a repeat event? If so, please provide dates of previous events:

No

Projected number of people involved in this event:

Participants: 40 Spectators: 10 Volunteers: 4

How will these individuals be identified:

Participants have numbers on jerseys and bikes

Volunteers will have reflective vests

***The remaining information under this part may be provided on separate pages and attached to this application if required.***

Provide details on how the event will be operated along municipal roads and highways:

Start of race has 3 separate starts (A, B, C). Riders spread out after the start and stay to the shoulder.

Corner Marshalls to direct riders into the turn.



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Provide details on what efforts will be taken to limit impacts of the event to local motorists and residents along the proposed routes:

Single file, except when passing fellow rider, ride in shoulder

Provide details on what efforts will be taken to mitigate or eliminate any risk that may occur to the event participants, spectators and volunteers:

Sweep all corners of gravel & debris  
Corner Marshalls with reflective vests

Provide details on any rest stops or aid stations that will be set up along the route, including details on the set-up and procedures for participants to safely attend these stops:

No rest stops or aid stations - except at the start

What assistance (mechanical & medical) will be provided to the participants when it is required:

We have first aid people at each event with a first aid kit and vehicle



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Will traffic control be required? If so, provide details of the traffic control plan that will be implemented:

No. We do not impede traffic

Who will be responsible for implementation of the traffic control plan on the day of the event? Provide contact information:

Contact Person: N/A Title: N/A

Phone: N/A Cell: N/A

Email: N/A

Will escort or patrol vehicles be utilized during the event? Provide details of the escort or patrol vehicles including identification of the vehicles and their function along the route:

No

Will an enhanced policing agreement with the RCMP be required as part of your event?

No



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Will an emergency response plan be developed for this event? If so, provide details of the emergency response plan that will be implemented:

We have an Emergency response plan person with a vehicle at the start

Who will be responsible for implementation of the emergency response plan on the day of the event? Provide contact information:

Contact Person: Mike Vance Title: Ride Co-Ordinator

Phone: [REDACTED] Cell: [REDACTED]

Email: [REDACTED]

How will the rules and regulations imposed during the event be communicated to the participants? Attach copies of all printed materials to this application:

At the start of each event the Commissaire instructs all riders the rules of the event and the ERP (Emergency Response Plan)



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**PART3 - CHECKLIST**

- ☐ Completed Application
- ☐ Map and Diagrams illustrating the details of the route, including all roads proposed for the event, locations of planned rest stops or aid stations and any lands/locations proposed for staging or pre/post events
- ☐ Copies of all Rules and Regulations that will be provided to participants, spectators and volunteers (if applicable) and will be imposed during the event
- ☐ Copy of the traffic control plan that will be implemented during the event (if applicable)
- ☐ Copy of the emergency response plan that will be developed for the event (if applicable)