



SORCA Commercial Operators & Events Policy

Squamish Off-Road Cycling Association (SORCA) is a society incorporated under the Societies Act to advocate for mountain biking and multi-use trails, maintain and build trails, and represent the interests of trail users who live and recreate on lands of the Squamish Nation where the Squamish River empties into the Salish Sea.

Squamish’s legendary trail network plays host to numerous events, demo days, product launches and media events each year, while local coaching and guiding companies rely on the trail network to instruct and lead locals and visitors alike. While the geography and climate provide the conditions for Squamish’s unique and beautiful trails, SORCA staff and an army of volunteers put in countless hours to maintain the trails, build new trails, and advocate with landowners to keep trails open and improve access. To foster and promote a culture of stewardship, this policy is intended to formalize arrangements with event organizers and commercial operators while managing commercial and non-commercial use of the trails in a mutually beneficial manner.

SORCA has various land use agreements with the Squamish Nation, private landowners, the Crown (province), BC Parks and the District of Squamish. SORCA has also entered into a memorandum of understanding with the Squamish Nation that it will steward recreational trails on the Selected Lands, in accordance with the Squamish Nation’s Land Use Plan and any other policies that the Squamish Nation may establish from time to time for the protection of XAY TEMIXW (SACRED LAND), the territory of Squamish Nation.

SORCA works in partnership with the Ministry of Forests, Recreation Sites and Trails BC (RSTBC), the Squamish Nation, the District of Squamish (DOS), BC Parks and private landowners in relation to commercial activities that take place on the trails.

We have separated the commercial activities within the trail network into two categories: a) one-time Events & Races, and b) Operators.

1. Events & Races:

1.1. Intent:

- 1.1.1. To provide the minimum standard for commercial event organizers to ‘leave it better than they found it’ and thus help sustain Squamish’s trail network for the long term
- 1.1.2. To ensure that event organizers are appropriately contributing back to Squamish’s trail network
- 1.1.3. To ensure there is appropriate communication to SORCA members and the networks trail users
- 1.1.4. To ensure appropriate Trail selection and course approval from the local cycling association



- 1.1.5. This policy will be led by the SORCA Trails Committee and SORCA's Executive Director. Certain scenarios may require a SORCA Board of Directors motion to be passed.
- 1.2. Application Process & Criteria:
 - 1.2.1. See Schedule A for application content guidelines
 - 1.2.2. Event applications are to be submitted to SORCA no less than 60 days in advance of the event date
 - 1.2.3. SORCA to respond to event organizer's request within four weeks of the request being submitted
 - 1.2.4. Race course selection will be kept confidential by SORCA at all times
 - 1.2.5. Seasonal weather and trail conditions will be taken into consideration prior to authorizing an event within the trail network
- 1.3. Event / Race Organizer Expectations:
 - 1.3.1. Have \$5,000,000 third-party liability insurance
 - 1.3.2. Provide SORCA with a certificate of additional insured under "Squamish Off-Road Cycling Association, PO Box 479, Squamish BC V8B 0A4" on their Comprehensive General Liability policy
 - 1.3.3. Behaviour that is considered disrespectful, dangerous, or damaging will be shared with all levels of government and could jeopardize the event's future or immediate access to the trails
 - 1.3.4. Be responsible for all race logistics including but not limited to registration, flagging, marshalling, sweep, first aid, parking plan, and permitting (including but not limited to approvals from the Ministry of Forests, the Squamish Nation, RSTBC, the District of Squamish, and private landowners)
 - 1.3.5. Provide an inclement weather contingency plan (including optional trails or course)
 - 1.3.6. Inform SORCA of any safety issues on the race course no less than two weeks prior to the event date so SORCA can endeavour to remedy them
 - 1.3.7. On-the-spot or pre-event maintenance of trails by event organizers is permitted provided that the scope of work maintains the pre-race character of the trail, ensures lasting damage is mitigated, and that the work is of high quality. Any maintenance performed in advance of the event is to be pre-approved by the SORCA Trail Crew Manager
 - 1.3.8. Any construction of new trails, changes to trail character, and/or major reroutes require discussion and pre-approval a minimum of 60 days in advance of the event with SORCA and the applicable land manager
- 1.4. Race & Event Definitions:



- 1.4.1. **Enduro** – Timed descent stages with non-timed transition routes between each timed stage. Interval starting process at the start of each timed stage. It is assumed that a minimum of one training lap of each stage will be completed by each participant. If already RSTBC/ Min. of Forests trails are not approved by SORCA (in the event trail condition or weather event), the SORCA Trails Committee will provide alternative trail recommendations to the organizers. Enduro events are not recommended to be held between July 1st and September 1st due to dry trail conditions.
 - 1.4.2. **Cross-country Mtb. (XC)** - Mass start, multi-lap, singular loop, or point-to-point courses. If RSTBC/ Min. of Forests trails are not approved by SORCA, the SORCA Trails Committee will provide alternative trail/ route recommendations to the organizers.
 - 1.4.3. **Downhill (DH)** - Primarily downhill singular course. Interval start, typically with one timed qualifying run and then a timed final run. It is assumed that a minimum of two training laps of the same race course will be completed by each participant for practice and racing. If RSTBC / Min. of Forests trails are not approved by SORCA, the SORCA Trails Committee will provide alternative trail/ route recommendations to the organizers. DH events are not recommended to be held between July 1st and September 1st.
 - 1.4.4. **Running** – Mass start, long singular loop or a point-to-point course. If RSTBC/ Min. of Forests trails are not approved by SORCA, the SORCA Trails Committee will provide alternative trail/ route recommendations to the organizers.
 - 1.4.5. **Commercial Shoots (TV, Photo, Commercial, Film, Social Media Influencer)** - Single or multiple-day filming that affects the public’s access to trails and different traffic patterns on the trails.
 - 1.4.6. **Other trail events (Demo Days, Product Launches, Corporate Media Events etc.)** – Each will vary depending on the type of event, number of participants, environmental impact, operating plan, etc.
- 1.5. Race Course Selection Criteria:
- 1.5.1. The organizers must consider the:
 - 1.5.1.1. Direction of travel and potential of trail user conflict
 - 1.5.1.2. Suitability of trails (time of year, number of participants, nature of the event)
 - 1.5.1.3. Trail condition
 - 1.5.1.4. Conflicting event dates (locally or within the Sea to Sky corridor)
 - 1.5.1.5. Assessment of prior events of a similar nature/ organizing group
 - 1.5.1.6. Assessment of already approved events (may not allow multiple events on the same trail within a given timeframe)



1.5.1.7. Access for participants (how participants get to the race start/ parking etc.)

1.6. Trail Contribution (to SORCA):

- 1.6.1. Contribution terms (based on factors including trail impact, # of trails, number of participants, etc.) will be agreed upon when SORCA provides the application response to assist with planning and designating labour towards communication, possible course inspection, preparation and remediation work
- 1.6.2. As of 2023, a minimum contribution of \$2.00 per racer, per lap, per stage (where applicable) will be required for each event (minimum \$1,000 contribution see 1.6.2.1 demo day exception below). Amount to be assessed annually by the SORCA Board of Directors and may be adjusted based on inflation or other reasonable means.
 - 1.6.2.1. Individual demo days are a minimum \$250/ day contribution to SORCA. The contribution is expected to be commensurate with the level of impact to the trails.
- 1.6.3. The minimum contribution level is intended to ensure the sustainability of the community's network and that the trail(s) is left in as good of condition after the event as it was prior to the first training ride. Should organizers want to leave the trail(s) used in better condition, SORCA can support our partner events with determining a suitable contribution level.
- 1.6.4. For XC and Enduro races it is assumed that one practice lap and one race lap will be completed by each participant. For DH races, it is assumed that each participant will complete two practice laps and one race lap.
 - 1.6.4.1. Enduro example: x4 stage with 250 participants - \$2 x 250 participants x 2 laps x 4 stages = min. \$4,000
 - 1.6.4.2. XC example: point-to-point race with 500 participants - \$2 x 500 participants x 2 laps= min. \$2,000
 - 1.6.4.3. DH example: 300 participants - \$2 x 300 participants x 3 laps = min. \$1,800
- 1.6.5. Demo Days, Production Shoots, Product Launches, and Corporate Media Events are to contribute a minimum contribution of \$1,000 per event/ day
- 1.6.6. It is also highly recommended that the event sponsors and/or organizer lead a minimum of one dig day (prior to and/or after) the event on the affected trails.
- 1.6.7. All contribution amounts to be reviewed annually and may be adjusted based on inflation or other reasonable means.

1.7. Payment schedule



- 1.7.1. Event organizer to issue 50% of estimated compensation to SORCA 30 days prior to the event
- 1.7.2. Full payment is due within 30 days of the event date

2. Operators:

2.1. Commercial operators are defined as for-profit guiding, coaching, mtb camps, instruction and shuttle companies that rely on the Squamish trail network and/or Brennan Park or Valleycliffe Skills parks to conduct their business. In order to ensure a sustainable trail network, these operators must enter into a contribution agreement with SORCA per their Land Act licence of occupation and related section 16 authorization by the Recreation Office. Such an agreement includes the following expectations and minimum contribution levels:

2.2. Expectations:

- 2.2.1. Have \$5,000,000 third-party liability insurance
- 2.2.2. Provide SORCA (and the DOS, if using Brennan Park or Valleycliffe skills parks) with a certificate of additional insured under “Squamish Off-Road Cycling Association” on their Comprehensive General Liability policy
- 2.2.3. Agree to an annual agreement with SORCA committing to the following:
 - 2.2.3.1. that they have all licenses, permits (tenure etc.) required to operate their business;
 - 2.2.3.2. that all of their guides, coaches and instructors have their appropriate training, including first aid, in line with industry standards and appropriate to the skill and risk level within which they operate;
 - 2.2.3.3. to indemnify SORCA for any losses;
 - 2.2.3.4. to encourage all clients to purchase a SORCA membership
 - 2.2.3.5. to not use any of the skills parks unless they've booked their event or commercial use with the District of Squamish
 - 2.2.3.6. to adhere to common trail use etiquette, including but not limited to; acknowledging that there is no exclusive use of any riding areas or trails, being cognizant of the impact of their activities on other users, ensuring that they do not monopolize any one area that others may wish to use, avoiding meeting at busy trailheads at peak times of day, avoiding operating on sensitive trails in adverse weather conditions, being aware that Garibaldi Park Road is classified as a highway, moving themselves and their bikes off to the side when stopped, packing out all litter, and not modifying trails
 - 2.2.3.7. securing private landowner approval prior to conducting any commercial activity on their lands (SORCA can support you with contact information for a specific owner)



2.3. Commercial Operator trail contribution (to SORCA)

- 2.3.1. At minimum, trail maintenance contributions will be required as follows:
 - 2.3.1.1. **Cash** - For trail maintenance, a contribution to SORCA in the amount of \$5 per client per day, to a maximum of \$2,500/year. e.g. 200 client days = \$1,000 contribution; 1,000 client days = \$2,500 contribution, OR
 - 2.3.1.2. **In-kind** labour - For trail maintenance, a contribution of the operator's time that is pre-approved and guided by SORCA's Trail Crew Manager/ Lead Builder based on 1 hour of work per 4 client days, to a maximum of 125 hours/year. e.g. 200 client days = 50 hours; 1,000 client days = 125 hours, OR
 - 2.3.1.3. Any combination of cash/in-kind labour (as described above), as agreed upon by SORCA and the operator.
- 2.3.2. Trail contribution is payable by November 1st of each year and contribution amounts to be reviewed annually by SORCA Board of Directors and may be adjusted based on inflation or other reasonable means.

Conclusion

It is important to note for all commercial activities that happen within the trail network, it is the responsibility of the operator/ organizer to ensure that all permits and licenses are satisfied, which may include Licence of Occupation (Tenure), Section 16, Events Permit, BC Parks permit, private landowner approval and public health / Special Events Permit (if serving food or alcohol outside of a licenced establishment). Trail contribution amounts described within are separate from an operator or event sponsorship. Sponsorship can be either a tiered sponsorship, event host or trail CHAMP. These sponsorship contributions are outside of the Commercial Operators and Events Policy.



Schedule A – Event Application Form

Event name:

Date:

Time:

Website:

Event owners:

Legal Name of organization:

Key contact person:

Contact e-mail/mobile:

Has this event been held in the past (if yes, how many years?):

Type of Event:

Location of staging area:

Start location:

Finish location:

Additional permits required:

Permit progress:

Anticipated number of participants (between X and Y):

Estimated trails compensation (payable to SORCA):

Route / Trails requested:

Confirmation of \$5,000,000 third-party liability insurance:

Confirmation of certificate of additional insured naming SORCA:

Additional event beneficiaries & how they benefit:

Additional details:

