



HAMLET OF TUKTOYAKTUK COUNCIL POLICY

Policy Name:	Tuktoyaktuk Filming Policy - DRAFT for Discussion				
Policy #:					
Approval Authority:		Adopted:		Reviewed:	

1. Background:

The Hamlet of Tuktoyaktuk recognizes the positive contribution that film production and photography can make to our community. This includes direct economic benefits, employment opportunities and enhanced tourism interest while promoting our Inuvialuit culture and traditional ways of life. As a consequence, the Council endorses film friendly policies and actions that support and encourage interest by production companies that are interested in filming producing films locally provided they act in a responsible and professional manner.

This Policy applies filming and photography that is intended to be commercial or comparable to the scale of a commercial shoot and does not apply to filming undertaken by individuals or students for their own use or school projects. The description of 'Filming' as set out in this policy could include feature films, television productions, commercials, music promotion videos, corporate filming and commercial stills photography.

2. Policy Objectives:

The Hamlet of Tuktoyaktuk's Filming and Photography Policy has the following policy objectives:

- a. To maximize inward investment in the Tuktoyaktuk economy from film and television production;
- b. To promote the community and culture in a manner that will encourage visitors and enhance local and regional tourism;
- c. To ensure all filming and photography is conducted in a safe manner and that the public's health and safety is protected at all times;
- d. To minimize any disruptive effect filming and photography may have on residents, businesses and visitors;

- e. To support the involvement of local businesses and people in filming activities and,
- f. To promote Tuktoyaktuk as a film friendly community.

The Hamlet of Tuktoyaktuk Council can only give consent for filming within the boundary of the community and on property or facilities that it owns. It is the producers and film-makers' responsibility to liaise with private landowners, community organizations and other government agencies and to seek the appropriate permissions or licences as may be required.

3. Procedure:

Through this Policy, Council may adopt procedures, set conditions, authorize assistance and establish application forms and fees in respect to filming in the community. All inquiries and applications to film on Hamlet of Tuktoyaktuk land should be directed in the first instance to the Senior Administrative Officer (sao@tuktoyaktuk.ca), or to the Manager of Community and Recreation Programs (asoa@tuktoyaktuk.ca). 'Land' includes roads and rights of way, facilities, parks and public spaces.

Applicant's for filming in the community are requested to provide the following summary information in writing:

- a. Name
- b. Position
- c. Email address
- d. Phone Number
- e. Project Name
- f. Film type (i.e. documentary, travel, adventure)
- g. Details of the location(s) where filming/photography is to take place or the kinds of locations the film maker would like to use for filming
- h. Proposed filming schedule including dates and times of filming activity in the community.
- i. Crew Size
- j. Service requirements including: accommodations, electrical services and equipment

Applicants are also required to attach a copy of their Public Liability Insurance Certificate (if applicable) with their application. For filming on Hamlet lands, the Hamlet of Tuktoyaktuk must be named as an additional insured party.

Additional information or documentation may be requested at any point by the Hamlet of Tuktoyaktuk or its officers during the application process and as needed following approval being granted. This may include:

- a. Additional details about the filming/photography to be undertaken, including a statement about the intended purpose of and end use of the imagery;

- b. A list of equipment that will be used, including any electrical equipment that is to be plugged into a supply within a council-owned property;
- c. A list of crew (including full names); and
- d. Whether filming involves any of the following (as additional permits may need to be issued):
 - i. Cranes/camera cranes and aerial platforms
 - ii. Highways / Traffic Management
 - iii. Filming from a vehicle
 - iv. Lighting, Scaffolding and Generators
 - v. Night Filming (hours) and potential for noise
 - vi. Actors in Police / Emergency Services uniforms or vehicles
 - vii. Stunts / visual effects
 - viii. Changing of road markings and signs
 - ix. Changing of street signs / street furniture / street lighting
 - x. Any weapons (real or replica) and / or staging of a crime

The Hamlet of Tuktoyaktuk may consider requests for equipment and operators provided the applicant has first attempted to secure such equipment from local contractors or suppliers. The Hamlet will charge for such assistance or equipment use.

Applicants seeking to film in the community may require additional authority or filming permits from other organizations or government agencies. These include:

- a. Tuktoyaktuk Community Corporation
- b. Hunters and Trappers Committee
- c. Inuvialuit Land Administration
- d. GNWT Department of Transportation, Environment and Natural Resources and other departments
- e. GNWT Film Commission
- f. Parks Canada
- g. District Education Authority – for any filming activity in or on school property
- h. Emergency Services, RCM Police and Fire Department, must be notified of and consulted on all filming activity and access for emergency vehicles must always be maintained during location filming.

Filming people or children may, depending on the circumstances, require permission and in some cases the signing of a waiver from the person being filmed or, in the case of a child under the age of 18 years, by a parent or guardian.

4. Right to Refuse Permission:

While the Hamlet of Tuktoyaktuk aims to accommodate filming requests that do not disrupt or inhibit public use of an area, conflict or be likely to conflict with other uses of the land or property, or endanger the public, Council reserves the right to refuse an application to film or take photographs on Hamlet land or property if one or more of the following conditions apply:

- a. The council has concerns that the nature of the filming or photography on its land or property will negatively impact upon the reputation of the Council, the community or the Inuvialuitan culture;
- b. If the project has no clear benefits to or for the local community or is contrary to the purposes stated above;
- c. Required approvals from other community organizations or government agencies have not been received or have been refused;
- d. If, during the filming of a project, the applicant does not abide by conditions established for filming, or if the filming activity is unsafe; or,
- e. If the proponent does not have and maintain adequate insurance coverage.

Mayor D. Nasogaluak