



Logistical elements offside

Grande Bataille de Bicolline - Edition 1024

6 juin 2024



Duché de
BICOLLINE

Version préliminaire





Please note that this document is intended as a preliminary version until all organizational elements of the Grande Bataille de Bicolline are in place. While some information may be subject to change over the coming weeks, it may nevertheless prove useful in planning your participation in the event.

The "Preliminary version" watermark will be removed once the information has been finalized. Content changes or additions will be identified in the margin by a triangle and the version number of the document where the change was applied: .

Version préliminaire ^{△#}

The masculine gender is used in this document as a neutral and inclusive gender. The masculine gender is used solely to lighten the text and make it easier to read.



Table of contents

TEAM	1
Volunteers	2
Contact us.....	2
REGISTRATION AND PRICING	2
To participate.....	2
Become a member of the Duché de Bicolline.....	3
Registration and rates	3
Parental consent.....	3
Volunteers	4
SITE AND NEIGHBORHOOD MAP	5
SITE ACCESS	6
Site access and shuttle schedule during the event	6
Pre-assembly.....	6
Early arrival	8
Departure.....	8
Parking.....	9
Site traffic	9
Vehicles.....	9
Transport of materials during the event.....	11
Deliveries	11
ACCOMMODATION DURING THE EVENT	12
Setting up your camp	12
Guild camps.....	12
Tents and minimaisons.....	13
Safety (traffic and fire prevention).....	13
Reserve a site	13
Decorum tents	14
Non-decorum tents.....	14
Minimaisons.....	15
Rental bungalows.....	17
Trailers and motorhomes	17



WELLNESS AND SAFETY	17
Find us at the event.....	17
Values and policies of the Duché de Bicolline.....	17
Increased collaboration with local community organizations.....	18
Caregivers.....	18
Presence and location.....	18
First aid kit.....	18
Emergency exit plan.....	19
Medicines.....	19
Take climatic conditions into account.....	20
Consumption.....	21
Other tips and tricks.....	21
Important addresses and contacts.....	21
Fire prevention.....	22
Presence and location.....	22
New regulations.....	22
Fire-eaters and fire-handlers.....	22
Fireworks display.....	22
Reporting an incident.....	23
Portable fire extinguishers.....	23
SERVICES	24
Residual materials management.....	24
Cleanliness of premises.....	24
Containers.....	24
Collection of residual materials and deposits.....	24
Wastewater management.....	25
Sanitary installations.....	25
Craftsmen and merchants.....	26
Food services.....	26
Catering.....	26
Market.....	27
Auberge and Old Tavern.....	27
Payment methods accepted on the site.....	27



List of figures

Figure 1: General site map showing the various neighborhoods	5
Figure 2: Route from Duché de Bicolline to parking lot P0.....	9
Figure 3: Site entrances and exits and traffic flow directions.....	10
Figure 4: Carriage routes.....	11
Figure 5: Access to the undecorated camping area.....	15
Figure 6: Location of the Quartier nomade	16

List of tables

Table 1: Price list for edition 1024	3
Table 2: Site access schedule and shuttle service to P0 during the event.....	6
Table 3: Setting up your camp by type of accommodation	12
Table 4: Timetable for waste and deposit collections (Monday to Saturday)	24
Table 5: Payment methods accepted on the site.....	27

Version préliminaire



The Grande Bataille de Bicolline is an immersive, participatory event at the heart of the largest medieval-fantasy gathering in North America! Let yourself be carried away by the magic of a medieval village and meet unique and colorful characters. Elves, orcs, pirates, monsters, mages, courtesans and valiant knights gather for seven days of shows, banquets, feasts, tournaments, encounters, games and battles, leading some 5,000 participants to an epic battle!

Team

Putting on an event of this scale is only possible thanks to the involvement of a dedicated team for whom the success of the event is paramount. The coordinating team for the 1024 edition of the Grande Bataille de Bicolline is made up of ten coordinators, supported by their assistants, managers, team leaders and, of course, a dedicated team of volunteers numbering in the hundreds.

Thanks to all those who help us by giving up their time to build the Grande Bataille de Bicolline. Thanks to all the encounters and friendships we've made over the years, all for the pleasure of playing!



Stacy McKenzie
General Coordinator



Hugo Peloquin
Assistant General
Coordinator



Juli Boyer
Urban Planning
Coordinator



Martin Champagne
Game Coordinator



Geneviève Forcier
Tournament
Coordinator



Basia Kornaga
Administration and
Finance Coordinator



Roxanne Lavoie
Coordinator
Community Life



Vincent McNicoll
Operations
Coordinator



Mariève Murray
Coordinator
Life of the Duché



Yanick Robert
Combat Coordinator



Volunteers

Be part of a dynamic and passionate team at the Grande Bataille!

Every year, the Duché de Bicolline needs committed people to join the team of volunteers at the Grande Bataille de Bicolline. We're grateful for the dedication these volunteers bring to the event, as they perform many of the tasks that help make it a unique event of international renown!

The operation remains similar to that of recent years, but pay particular attention to some new features, including :

- Application of the *Volunteering Policy* from eight hours of volunteering.
- Access to the Grande Bataille de Bicolline is offered to participants who volunteer for 45 hours.
- Access to volunteer parking is offered to participants who complete 20 hours of volunteer work (on a first-come, first-served basis).
- In order to reach as many of our volunteers as possible, this year's volunteer meeting will be held virtually, in the days leading up to the Grande Bataille! It's the perfect opportunity to ask your questions and meet the whole team!

The *Volunteer Policy* for this year's event is available at bicolline.org/volunteers. You'll find all the information you need about volunteering at the Grande Bataille de Bicolline! You can also contact our Volunteer Manager, Cynthia Pinel, at benevolat@bicolline.org.

Contact us

<https://bicolline.org/contact/>

Welcome and information

819 532-1755
info@bicolline.org
1480 Chemin Principal
Saint-Mathieu-du-Parc, QC, G0X
1N0

Team

Fight: combatGB@bicolline.org
Game: maitredejeu@bicolline.org
Tournaments: tournois@bicolline.org
Urban planning: urbanisme@bicolline.org
Community life: viemunautaire@bicolline.org
Life of the Duché: vieduduche@bicolline.org
Volunteers : benevolat@bicolline.org



Registration and pricing

The 1024 edition of the Grande Bataille de Bicolline will take place from August 11 to 18 inclusive on the site of the Duché de Bicolline located at 1480 Chemin Principal, Saint-Mathieu-du-Parc, Québec, G0X 1N0.

Pets are not allowed on the Duché de Bicolline site.

To participate

To take part in the Grande Bataille de Bicolline, you must :

- Know and abide by the values and policies of the Duché de Bicolline and recognize the need to adopt an attitude of good manners to preserve the harmony of the community:
 - [Our values](#);
 - [Sexual violence prevention policy](#).
- Know and comply with the rules of combat and homologation if you wish to participate in combat activities. Documentation is available on our website :
 - [Fighting rules](#);
 - [Weapons homologation standards](#).
- Wear medieval-fantasy-inspired clothing at all times during the event, and avoid anachronisms.
- Choose your package, complete the registration card and pay the fees. Please refer to the *Registration and rates*.
- Read and sign the Duché de Bicolline terms *and* conditions card when you register.



Become a member of the Duché de Bicolline

You can save on registration fees for Duché de Bicolline activities, including the Grande Bataille de Bicolline, by becoming a member. Information on the benefits of membership and how to become a member is available on our website: bicolline.org/participant-guide/membership-card/.

Registration and rates

Registration for the Grande Bataille 2024 opens in May. Registration includes access to the site and its activities, as well as a pitch for your tent (modern or medieval) or access to your building.

Pre-sales for seven-day and three-day packages end on July 5, 2024 at 11:59 pm.

Please note that registrations for the seven-day and three-day packages (including early arrival participants) are limited to 5,500 participants. There is no limit for participants wishing to register for the Discovery Day on August 16, 2024.

Table 1 Price list for the 1024 edition

	Members		Non-members	
	16 years and over	10 to 16 years	16 years and over	10 to 16 years
7-day package - Presale	310,00	110,00	350,00	120,00
7-day package - Regular	375,00	135,00	415,00	145,00
3-day package - Presale	250,00	70,00	280,00	80,00
3-day package - Regular	290,00	90,00	320,00	100,00
Discovery Day (August 16)	65,00	30,00	65,00	30,00
Early arrival 1 day (Saturday)	45,00	---	45,00	---
Early arrival 2 days (Friday)	80,00	---	80,00	---

All prices are before taxes and in Canadian dollars (CAD).

Children under ten years of age enjoy the event free of charge.

Lifetime members enjoy free early arrival on Saturday (1 day).

Parental consent

Participants under 18 years of age **must** be accompanied by :



- A parent; or
- A legal guardian; or
- A parent 18 years of age or older. Where applicable, they must also provide a signed parental consent form, which must be handed to Duché de Bicolline staff on arrival at the Duché de Bicolline.

Parental consent forms are available here: <https://bicolline.org/wp-content/uploads/2024/04/Autorisation-parentale-2024-1.pdf>.

Volunteers

If you are volunteering or thinking of joining our team, please wait until you receive the confirmation e-mail from the Duché de Bicolline before proceeding with your registration payment. Otherwise, your discount will not be associated with your account.

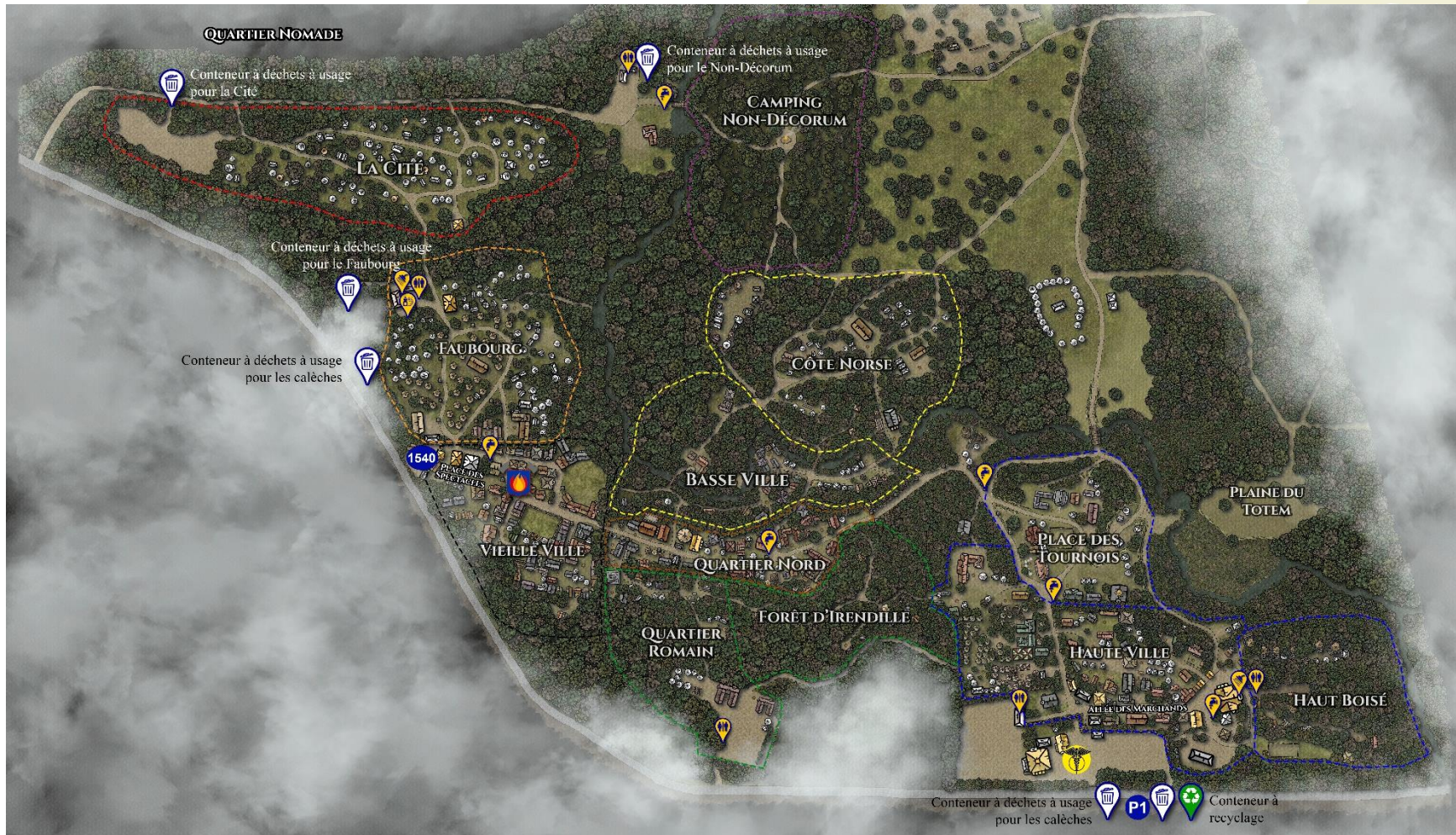
Please refer to the *Volunteers* to find out how you can join our team of volunteers.

Version préliminaire



Site and neighborhood map

Figure 1 General site map showing the various neighborhoods





Site access

Site access and shuttle schedule during the event

Site access times (registration/registration and drop-off) have been modified this year to better reflect actual site traffic. Upon arrival at the Duché de Bicolline site, all participants must go through the Welcome Desk to register and receive their passes (wristbands). **Participant check-in takes place only during the Reception hours detailed in Table 2.** Only participants who have already received their passes can access the site outside these hours.

Shuttles to parking lot P0 will also be available at these times (departing from Accueil only). Please refer to the *Parking*.

Table 2 Site access schedule and shuttle service to P0 during the event

Day	Timetable for reception and shuttle to P0
Friday, August 9 (early arrival)	10 a.m. to 6 p.m.
Saturday, August 10 (early arrival)	10 a.m. to 6 p.m.
Sunday, August 11	9 a.m. to 8 p.m.
Monday, August 12	10 a.m. to 6 p.m.
Tuesday, August 13	10 a.m. to 6 p.m.
Wednesday, August 14th	10 a.m. to 6 p.m.
Thursday, August 15	9 a.m. to 8 p.m.
Friday, August 16	9am to 8pm (24h00 for Discovery Day departures)
Saturday, August 17	Reception and landing stage closed Shuttle to P0 from 10:00 to 18:00
Sunday, August 18 (Departure)	8 a.m. to 3 p.m.

Pre-assembly

The pre-assembly day will take place on Saturday, August 3, 2024 from 9:00 am to 6:00 pm. **It will not be possible to sleep on site (neither on Friday nor Saturday) and you must leave the site by 6:00 pm at the latest.**



This installation time is a privilege reserved for pre-registrants who have paid their registration fee in advance. Please note! Only building residents or those setting up their tent or decorum pavilion will be allowed during this day: it is not possible to set up tents or equipment in the non-decorum sector. **Nor is the pre-assembly area dedicated to construction or repair work.**

As we usually expect over 1,000 people at the pre-assembly, we ask for your cooperation in order to be as efficient as possible. When you arrive :

- Go to the reception desk and give your name to receive your bracelet.
- Make your way to your site. Please drive slowly around the site.
- If you have a tent or decorum pavilion to erect, volunteers on site will confirm your location.
- Unload your equipment as quickly as possible.
- Drive your vehicle off the site, respecting the direction of traffic, and park it at P1 (on the other side of the street for the Accueil).

Before leaving the site at the end of the pre-assembly day:

- Clean up your campsite so it's safe, decorum-free, debris-free and ready for the event.
- Deposit your household waste in the containers provided (see section *Containers*).
 - Please do not include hazardous materials (cans, used oil, construction materials, etc.). You must take these materials to an ecocenter and not put them in the containers.
 - Recycling can be taken to the recycling container in parking lot P1.

Version préliminaire



Early arrival

The early arrival is a period of one or two days preceding the start of the Grande Bataille de Bicolline (Friday August 9 and Saturday August 10, 2024).

This period is reserved exclusively for participants who meet the following criteria:

- Be registered for the seven-day package and have paid the fees.
- Be a member of the Duché de Bicolline (family members must live at the same address to be eligible).
- Accommodation in a building for the duration of the event.

Early arrival registration includes an additional fee for participants aged 16 and over (please refer to the fee schedule presented at Table 1).

Note that :

- Early arrival is not considered in play (no programming).
- Participants do not need to be in costume during this period.
- The site is accessible by vehicle for transporting materials, but vehicles must be moved as quickly as possible to the parking area identified by Duché de Bicolline staff or volunteers on duty.
- No deliveries of large items are Allowed during early arrival (refer to -section *Deliveries*).
- No tents (decorum or non-decorum) or cottages may be set up during early arrival (refer to the "Setting up your camp" -section). *Setting up your camp*.

Departure

The official departure from the site takes place from Sunday August 18 at 8:00 am. Vehicles can only access the site from this point.

If you need to leave the site at another time during the event, please inquire at Reception or with the coordination team. Please note that departures must follow the site access and shuttle schedule detailed in Table 2 will be greatly facilitated.

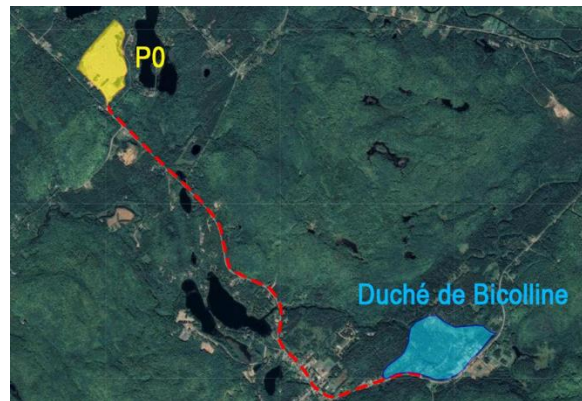


Parking

During the Grande Bataille 2024, only the following parking lots will be accessible:

- **P0** - Main parking lot served by a shuttle bus throughout the event. P0 is located 4.7 km from the Duché de Bicolline site at the following GPS coordinates: [46.598084, -72.949080](#), approximately five to seven minutes by car. Directions will be posted at the site exit and on municipal roads. Refer to Figure 2.
- **P1** - Reserved parking for vehicles with a sticker. Vehicles parked here without a sticker may be towed without notice.
- **PB** - Parking reserved exclusively for the use of volunteers completing 20 hours of voluntary service or more. As space is limited, access is granted on a "first come, first served" basis. Vehicles parked here without a sticker may be towed away without notice.
- **Grantees' parking** - Grantees' parking remains available during the event for guilds with access to it. Please note that the Duché de Bicolline does not manage the parking spaces.

Figure 2 Route from Duché de Bicolline to parking lot P0



Staff and volunteers at Reception and the landing stage will tell you which parking lot to use on arrival.

Site traffic

Vehicles

Vehicles may circulate on the site (following the site access timetable) during pre-assembly (August 3), early arrival (August 9 and 10), arrival Sunday (August 11) and departure Sunday (August 18). At **all times, you must pass through Reception before entering the site.**

To ensure everyone's safety, it is important to keep the main roads clear: vehicles, equipment, outdoor fireplaces, tents and ropes must not obstruct traffic in any way. An emergency services vehicle must be able to get anywhere on the site at all times.

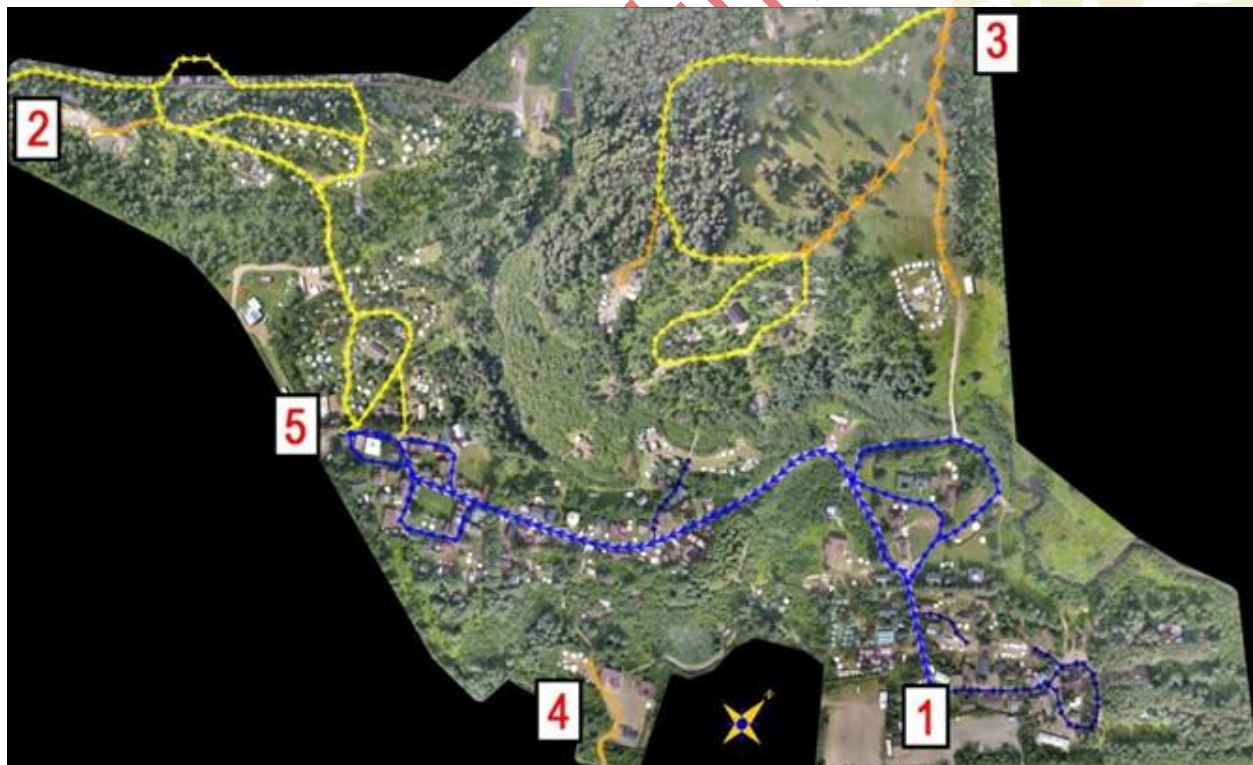
We ask for your collaboration in order to :

- Always pass through the reception area and the landing stage at 1480 before entering the grounds.
- Respect the entrances/exits to the site and the direction of traffic (refer to the Figure 3) :



1. Enter via 1480 (Accueil / débarcadère) to access the following sectors and districts: Haute Ville, Haut Boisé, Place des Tournois / Plaine du Monastère, Quartier Nord, Forêt d'Irendille, Basse Ville, VIEILLE-VILLE.
 2. Entrance via 1562 to the Cité, Faubourg and Quartier nomade.
 3. Entrance / Exit via 1400 to access the Norse Coast, the non-decorum campsite, the Plaine des mages and the Plaine du totem.
 4. Entrance / Exit via 1501 to access the Roman Quarter.
 5. Exit via 1540 (no entrance) for participants having accessed the site via the 1480 and 1562 entrances.
- At all times, follow the instructions given to you on site by the Duché de Bicolline representatives in blue and yellow (staff, coordination team, volunteers, etc.).
 - Do not leave your vehicle on the site: get your equipment out as quickly as possible and park your vehicle so as not to obstruct the paths.

Figure 3 Site entrances and exits and traffic flow directions





Transport of equipment during the event

Vehicles may circulate on the site during pre-assembly, early arrival and on the first and last Sundays of the event (arrival Sunday for the seven-day package and departure Sunday). Outside these periods, the Duché de Bicolline provides a horse-drawn carriage service to transport equipment to the desired campsite. There are two possible routes, depending on where your camp is located (refer to Figure 4).

It's also possible to borrow a decorum cart to make moving your equipment easier. These are only available at the loading dock (opposite reception). To ensure **that the carts are returned to the loading dock once you have finished transporting your equipment, the urban planning team will ask you for identification and your population card (also known as the "fiche de domiciliation") for the duration of the loan.** These two cards will only be returned to the borrower once the cart has been returned to the loading dock.

If you're moving materials or equipment while the site is in play and decorum, take care to camouflage your non-decorum personal effects (blanket, cloak, wooden chest, etc.).

Figure 4 Carriage routes



Deliveries

Deliveries of large materials (cords, building materials, etc.) will be permitted up to and including **August 2, 2024**. Please plan your orders accordingly.

For small deliveries during the event (caterers, parcels, etc.), we ask for your cooperation in :

- Respect the site access schedule.
- Pass through the 1480 landing stage (Accueil).
- Clearly identify the delivery (name, guild, etc.).
- Pick up on site (no deliveries to campsites).
- For caterers, send an e-mail to urbanisme@bicolline.org with contact details (name, guild, supplier) and the day and time of delivery.

Please note that anyone entering the site must be registered (payment completed) and in costume.



Accommodation during the event

Setting up your camp

Depending on your package and type of installation (decorum tent, camping tent, mini-home, guild building, etc.), you may face certain constraints when it comes to setting up your camp. Visit Table 3 is intended as a quick reference tool to help you prepare for your arrival in the Duché de Bicolline.

Table 3 Setting up your camp by type of accommodation

	Building under allotment	Decorum tent ¹	Rental bungalow	Mini-home ^{1,2}	Non-decorum tent
Pre-assembly (August 3)	✓	✓	✗	✓	✗
Early arrival (August 9 and 10)	✓	✗	✗	✗	✗
1 ^{er} Sunday (August 11)	✓	✓	✓	✓	✓
Other day during the event	✓	✓	✓	✗	✓

1. Sites for decorum tents and minimums must be reserved in advance with the urban planning team (urbanisme@bicolline.org). Please refer to *Reserve a site*.
2. A pre-approved miniaison could be installed during the allotment weekend preceding pre-assembly (-July 2627, -2024). Please contact the urban planning team to make a request (urbanisme@bicolline.org).

If you're moving materials or equipment while the site is in play and decorum, take care to camouflage your non-decorum personal effects (blanket, cape, wooden chest, etc.). Refer to section *Transport of equipment during the event* for further information on site traffic once the site is in play.

Guild camps

As the Duché de Bicolline is guild-based, many guilds have access to reserved sites and buildings built on the site (buildings under allotment). If you wish to have access to a guild's camp for the duration of the



event, you will need to take your own steps: the Duché de Bicolline cannot make any suggestions in this regard. Social networks are a good way of making general requests if you don't know any participants.

Tents and tiny homes

Several other options are available for on-site accommodation. In some cases, it is necessary to reserve your site in advance (decorum tents, tiny homes): please refer to section *Reserve a site* section for further information.

All tents, whether decorum or non-decorum, must be checked once installed to ensure that they are in the right place and comply with certain safety requirements (refer to section *Safety (traffic and fire prevention)*). If installation and location are in order, tents will receive an identification label.

Safety (traffic and fire prevention)

To ensure everyone's safety, it is important to keep the main roads clear: vehicles, equipment, tents and ropes must not impede traffic flow under any circumstances. An emergency services vehicle must be able to reach all areas of the site at all times.

All tents deployed on site during the Grande Bataille de Bicolline must be at least 10 feet (3 meters) from any source of combustion or open flame (campfire, fireplace, grills, BBQ-type installations, outdoor torches, etc.). Never leave candles or other devices with live flames unattended inside a tent, even if they appear to be safely placed.

It is also strongly recommended to have a compliant portable fire extinguisher available at all times in or near your tent.

A tent that contravenes either of these two directives (traffic or fire prevention elements) is subject to dismantling and/or removal without prior notice by a member of the urban planning team or the fire prevention department.

Reserve a site

To reserve a site for decorum tents and minimaisons, please send an e-mail to urbanisme@bicolline.org *in advance* of the event. The planning team will of course do its utmost to respond favourably to requests received, but certain logistical or site constraints may mean that the desired location is not available. We thank you for your understanding.

In order to be as fair as possible to all participants, the priority for reserving sites for decorum tents is as follows:

1. Guilds wishing to keep their previous year's location.
2. A new guild with no location, or a guild that wants a new location.



3. Independent participants (without guilds) who wish to keep their previous year's location.
4. Independent participants (no guild) without a location or who want a new location.
5. All other participants who have not reserved a site with the planning team.

Decorum tents

There are several categories of tents considered to be decorum, including :

Bell" tents



Pavilions



Prospector tents



Tipis



Wedge tents



Viking tents



It's important to note that even if a decorum tent is approved, elements considered non-decorum or modern should still be hidden (e.g. manufacturer's logos, highly visible zippers, plastic windows, other elements that reflect too much modernity, etc.). Tents made of green fabric (military tents), polyethylene or vinyl tarpaulins and other synthetic materials should also be avoided.

Other types of decorum tents may be accepted at Duché de Bicolline. If you have any doubts about the style or decorum of your tent, contact the urban planning team (urbanisme@bicolline.org) with your questions and send a photo to make sure it's suitable.

Non-decorum tents

The Duché de Bicolline site also has an area reserved for so-called non-decorum tents: so you can bring your own modern tents (camping tents, "igloo" tents, etc.). The non-decorum camping sector is the only sector where it is Allowed to display modern or non-decorum elements during the event. All types of tents are accepted in this area, and other camping equipment such as hammocks, tarpaulins and camping chairs are also welcome. For the sake of other participants in the vicinity, however, it's



important to take up only as much space as you need, without spreading yourself too thin, as a large number of participants gather here every year.

No open-flame equipment is Allowed in the non-decorum camping area: the only fire allowed is in the outdoor fireplace located in the center of the area.

Delimited by the yellow dotted line in Figure 5 the non-decorated camping area is accessible via three separate paths, about a five-minute walk from the main areas of the site:

- Blue dotted line: Access via Plaine des mages / Fort
- Green dotted line: Access from the Côte norske
- Red dotted line: Access via the Cité

Figure 5 Access to the undecorated camping area



Mini-homes

Mini-homes are booming in the Duché de Bicolline. These are trailers or other removable constructions on wheels of the "tiny house" type that have been camouflaged and decorated so that they can be considered decorum. Mini-homes installed on the site must hide, camouflage or decorate certain specific modern elements: the license plate, the wheels and the trailer hitch. In addition, due to space



constraints and the narrowness of the roads on the Duché de Bicolline, the maximum dimensions of minimaisons must not exceed the following:

- 8 feet wide (approx. 2.4 meters);
- 16 feet long (approx. 4.8 metres).

Mini-homes must be approved and registered with the planning team *prior to* the start of the event (urbanisme@bicolline.org). It is also imperative to have confirmed the exact date of your arrival with the planning team, as setting up a minimaison on the Duché de Bicolline site presents additional logistical challenges. **Mini-homes that have not been approved by the planning team will be refused access to the site.**

With the exception of minimaisons that have been installed elsewhere for many years (refer to the conditions detailed under Figure 6), all minimaisons will be installed in the Quartier nomade located near the Cité and delimited by the yellow dotted line on the Figure 6. The Quartier nomade has around ten sites available for minimaisons, and it is also possible to set up decorum tents nearby.

Figure 6 Location of the Quartier nomade



A few tiny homes have been installed outside the Quartier nomade for many years and the urban planning team will do its utmost to allow them to keep their location provided the following criteria are met:

- tiny home is affiliated with a guild that has an allotment or has been lodging at the same location for several years.
- The tiny homes complies with the safety rules detailed in section *Safety (traffic and fire prevention)*.
- The tiny home is set up during pre-assembly or the allotment weekend preceding pre-assembly (refer to -section *Setting up your camp*).



- The team in charge of placement judges that the space is sufficient and does not encroach on the location of other decorum tents.

Rental bungalows

The Duché de Bicolline also has 55 pavilions available for rental. Mostly located in the Faubourg, each pavilion is equipped with two cots and a storage box for your personal belongings.

All rental pavilions are reserved for the 2024 edition.

Trailers and motorhomes

Vehicles of this type (trailers, motorhomes, vans, etc.) are not permitted on the Duché de Bicolline site, including parking lots. Several individuals, companies and organizations offer this service in St-Mathieu-du-Parc and the surrounding area.

Well-being and safety

Find us during the event

During the event, our staff will be on hand 24 hours a day at two locations on site:

- **Accueil/1480:** 24/7 caregivers, daytime office staff and nighttime surveillance team.
- **VIEILLE-VILLE:** Daytime coordination team at 1540, nighttime surveillance team at 1540 and a fire prevention responder available at all times (on call and at the fire station from 11:00 p.m. to 6:00 a.m.).

Values and policies of the Duché de Bicolline

The Duché de Bicolline wants to ensure a healthy environment for its entire community, and in recent years has been working to develop a framework for living well together:

- [Duché de Bicolline values](#): The Duché de Bicolline is founded on a pedestal of seven cardinal values: cooperation, sustainable development, ethics of play, involvement, inclusion, respect and good manners. These values guide our development and all our activities.
- [Sexual violence prevention policy](#).



It is with this objective in mind that we are currently developing a new *Policy for the Prevention and Management of Violence and Harassment*, which we hope will come into force later this year. This policy will enable us to apply the values of the Duché de Bicolline and ensure the well-being of our participants.

Together, these two policies will identify a guideline for intervening and preventing violence in all its forms in the Duché de Bicolline.

Increased collaboration with local community organizations

We've been working closely with a number of community organizations in the region over the past few years, including [CALACS Entraid'Action de Shawinigan/Mékinac/Haute-Mauricie](#), to better meet the needs of our community. This year, we're continuing our efforts in this direction, and hope to partner with other resources. Stay tuned!

Caregivers

The Duché de Bicolline is a relatively isolated area, and the activities carried out there entail various risks (environmental, physical, related to fatigue or chronic illness, etc.). To enjoy the event in complete safety, we invite you to read on. Your team of caregivers will be very grateful!

Presence and location

The team of caregivers is on hand 24 hours a day from early arrival. At least one person is available at all times at the dispensary located to the left of the reception area, and the rest of the team roams the grounds according to schedule and needs.

If you need to consult the caregivers, go directly to the dispensary whenever possible. If you are unable to come to the clinic, please send someone to notify the organization (Reception, 1540, Barracks, staff or volunteer with a radio), taking care to clearly identify the place where the caregivers need to go, your name, the health problem, your physical description, etc.

First aid kit

To limit delays caused by health problems and reduce the pressure on our caregiver team, **we strongly suggest that you carry an accessible first-aid kit** that includes, among other things, band-aids and your own medication. This kit should be complete enough to treat a variety of common injuries, including: cuts, burns, foreign bodies in the eye, sports injuries (sprains), foot injuries (cuts, blisters, etc.), dehydration, heat stroke, hypothermia and intoxication.

The Commission des normes, de l'équité, de la santé et de la sécurité du travail (CNESST) is a good resource for determining your needs based on the number of people in your guild or group and the level of anticipated risk: [CNESST - First aid equipment](#).



Emergency exit plan

While no one wants to find themselves in this situation, you need to know in advance how and with whom you'll be able to leave the site if the need arises. Make sure you have an exit plan in case you need to leave the site: this includes arranging transportation, insurance, identifying a contact person -on site to help you, knowing the health resources in the area, etc.

- Have you communicated your emergency contact details and medical conditions to your guild members or friends?
- Do you have access to a car? Can you take a cab to Shawinigan? -Can someone from out of town pick you up? All means are good, but it's important to plan ahead.
- Do you have insurance that covers ambulance costs? Please have this information and contact details with you, as neither the Duché de Bicolline staff nor the team of caregivers can take responsibility for transporting you to hospital in their vehicle.
- If you're from outside Quebec, check to see how health care costs will apply to you. It's a good idea to take out insurance if you feel it's necessary.

Medicines

Our team of caregivers cannot provide you with medicines, even if they are common. It is therefore essential to provide a minimum for your guild or group, including (but not limited to):

- What you need to treat your known illnesses (medications, prescriptions, medical alert-type devices, etc.).
 - Make sure you have enough to last the duration of the event, with a little extra in case of loss, humidity, etc.
 - If you use a needle-saving device, make sure you have a safe container in which to dispose of your dirty needles and bring them back with you after the event. This type of item must not end up in the waste collected by our volunteer teams.
 - Be sure to include a recharging system if you're using electrical devices such as a sleep apnea machine (CPAP).



- Everything you need to combat allergic reactions (medicines, creams, auto-injectors-, etc.).
 - Allergens in St-Mathieu-du-Parc are numerous and, more importantly, may be different from what you're used to.
 - If you have a severe allergy with the possibility of an anaphylactic reaction, please have your auto-injectors on your person at all times (Epipen or other).
 - Here are a few resources to help you plan ahead:
 - ♦ [Seasonal rhinitis \(hay fever\)](#).
 - ♦ [Anaphylactic shock](#).
- Acetaminophen or ibuprofen.
- Antihistamines.
- Medication to counter or treat diarrhea, heartburn and nausea.
- Electrolyte tablets to prevent dehydration.

Take climatic conditions into account

Weather conditions in the Duché de Bicolline can vary greatly from one day to the next. So it's a good idea to be well-prepared to face them, with appropriate clothing and plenty of it:

- In hot weather: loose-fitting, light-colored clothing, wide-brimmed hat.
- If it's cold: several layers of clothing, including a windproof outer layer.
- At all times: good closed-toe shoes.

Scorching heat

It's a good idea to identify places on or near your camp site where you can stay cool (trees, shade, etc.), and always keep cold drinks to hand, especially if you're taking part in sports (tournaments) or combat activities. Avoid consuming alcohol during periods of extreme heat.

Watch for heat-related symptoms:

- Headaches;
- Nausea or vomiting;
- Dizziness or fainting;
- Rapid breathing or heartbeat;
- Extreme thirst (dry mouth or sticky saliva);
- Less frequent urination accompanied by unusually dark yellow urine;
- Behavioural changes in children (drowsiness or tantrums).



If you suffer from these symptoms in hot weather, stay as cool as possible and drink hydrating fluids (ideally water). Ask to be fanned and apply cold water to large areas of your skin or clothing.

Health Canada offers a guide to help you protect yourself in extreme heat:

<https://www.canada.ca/fr/sante-canada/services/changements-climatiques-sante/chaleur-accablante/comment-se-protger.html>

Risks of hypothermia

Although the Grande Bataille de Bicolline takes place in August, the risk of hypothermia is very real in St-Mathieu-du-Parc. Make sure you stay dry at all times. If you're cold :

- Find a source of heat (fire, warm blankets, move to a heated building like the Auberge, etc.).
- Drink hot, sweet beverages.
- Keep moving.
- Don't fight shivering: it's one of the mechanisms by which the body increases its core temperature.

Health Canada offers a guide to help you protect yourself in the event of extreme cold:

<https://www.canada.ca/fr/sante-canada/services/vie-saine/votre-sante-vous/environnement/froid-extreme.html>. This guide explains the three stages of hypothermia to help you identify the symptoms.

Consumption

Be well prepared if you intend to consume alcohol or drugs: have a glass cover, be accompanied by someone you trust in case of intoxication, have Naloxone in your possession and know the procedure, etc. Naloxone is available free of charge from pharmacies.

Other tips and tricks

- If possible, keep your vaccinations up to date.
- Bring good closed-toe shoes (at least two pairs) and avoid going barefoot.
- Bring warm clothing even if the forecast remains high: nights are often very cool in St-Mathieu-du-Parc.
- Make sure you have eye protection if you're going to be on the battlefield (helmet, goggles, etc.).

Important addresses and contacts

- Shawinigan Hospital and 24/24 Emergency - 23 minutes from Duché de Bicolline
50, 119^e street



Shawinigan-Sud (Quebec) G9P 5K1
Dial 911

Nearby pharmacies

- Uniprix - 11 minutes from Duché de Bicolline
3962 Trudel Street
Shawinigan, Quebec G9N 7Y6
(819) 539-9124
- Jean Coutu - 15 minutes from Duché de Bicolline
2722, boul. Royal
Shawinigan, Quebec G9N 8M3
(819) 539-1119
- Cab services
 - Cab Bellemare (819) 538-3000
 - TaxiShawi (819) 852-8294

Fire prevention

Presence and location

A fire prevention and safety resource will be available on site for the duration of the event. Mainly located near the fire station in the VIEILLE-VILLE and reachable at all times by radio, this resource will be responsible for applying the first measures to fight a fire (while awaiting the arrival of local services), for verifying the installation of outside fires, and may have to assume any other function inherent to fire safety on the site.

New regulations

In the spring of 2023, the Duché de Bicolline announced new regulations relating to outdoor fireplaces and torches. All installations will have to be compliant for the Grande Bataille 2024. Full details are available on our website: <https://bicolline.org/wp-content/uploads/2022/03/DossierFeu.pdf>.

Fire-eaters and fire-handlers

We also plan to better supervise the activities of fire-eaters and fire-handlers to ensure safe shows for all. Details to follow shortly.

Fireworks

It should be noted that in accordance with Article 2 of Bylaw 202312 -concerning open-air fires in the municipality of Saint-Mathieu-du-Parc, fireworks are prohibited on the territory of the municipality and, by the same token, in the Duché de Bicolline.



Reporting an incident

If you notice a fire in progress, please follow these few steps to report the incident and ensure a quicker response from on-site resources or emergency services. If you are safe and the fire is not out of control, you can also use a portable extinguisher to try to control the flames and reduce the spread of the fire. See section *Portable fire extinguishers*.

1. Call 911 if the fire is out of control.
2. Report the event to the organization (1480 or 1540, Barracks, person with radio) specifying :
 - The nature of the event;
 - Affected area, neighborhood and/or building number;
 - If people are in danger;
 - Your name.
3. Follow the instructions of 911 emergency center operators and Duché de Bicolline personnel on duty.

Portable fire extinguishers

All buildings on the Duché de Bicolline must be equipped with a portable fire extinguisher. Owners of allotments can pick up fire extinguishers supplied by the Duché de Bicolline at the Welcome Desk.

It's also strongly recommended to have a compliant portable fire extinguisher available at all times in or near your tent and camper.

To use a portable extinguisher :

1. Remove the pin.
2. Point the hose at the base of the flames.
3. Press firmly on the control lever.
4. Extinguish the fire, starting at a distance (minimum 10') and moving towards the flames.
5. Move to safety if the fire is too big or out of control.



Services

Residual materials management

Cleanliness

The Grande Bataille de Bicolline is a success thanks to the constant involvement of its community of participants. In order to live together harmoniously on the site, we must all make a collective effort to manage our own waste. Service points, common areas and rest areas are not serviced by dedicated cleaning teams. Please dispose of your waste in the garbage cans and containers provided for this purpose and available throughout the site. Thank you for your understanding.

Containers

To ensure cleanliness during the event, there are several waste containers available upon early arrival. They are located in the following areas: P1, 1540 / Faubourg, Cité and near the non-décor toilets. A recycling container is also available at P1. Exact locations are shown on the site map (refer to Figure 1). Wherever possible, we ask you to drop off your waste yourself.

Please bear in mind that the Duché de Bicolline is not an eco-center, and that you are responsible for sorting the materials you put in the containers. In particular, please do not include hazardous materials (cans, used oil, construction materials, etc.). You must take these materials to an eco-center: <https://www.energycycle.ca>.

Collection of residual materials and deposits

Our teams of volunteers also make three daily collections during the event (Monday to Saturday inclusive). They criss-cross the grounds in a decorum horse-drawn carriage, so precise schedules for each neighborhood are not available: so be on the lookout for them in your area! Participants are invited to drop off their own -bags in the carriage.

Table 4 Timetable for waste and deposit collections (Monday to Saturday)

Morning	Midi	Evening
Waste	Instructions	Waste

All profits from the **deposit** collection will be reinvested in Le Clos des flos to improve facilities and equipment for our youth activities. Please help us by separating your returnable containers from your



waste and, if possible, rinsing them and putting them in a transparent bag. No **recycling** collection is planned at present, but this matter is currently under evaluation.

We also ask for your cooperation to avoid breakages (bags, carriages, etc.) and injuries. Please note :

- Limit the weight of your bags (if you find them heavy, so do our volunteers!).
- Use quality bags for your waste: black or white garbage bags, 75 liters / 20 gallons maximum (approx. 66 cm x 82.5 cm / 26 in. x 32.5 in.).
- Use clear or blue recycling bags for your deposits: maximum 125-litre / 33-gallon bags.
- Do not include hazardous materials (refer to section *Containers*) or Wastewater (refer to section *Wastewater management*).

Our volunteers can refuse bags they deem unsafe.

Wastewater management

Wastewater must not be discharged on the Duché de Bicolline site. The Duché de Bicolline is not equipped to handle participants' wastewater.

For the sake of the environment and the sustainability of the site, you must take these materials with you and dispose of them safely in the designated areas:

- <https://www.stationvidangevr.com/>
- <https://www.environnement.gouv.qc.ca/publications/note-instructions/13-02.htm>

Sanitary installations

The location of the following sanitary facilities is shown on the site map in Figure 1 :

- **Chemical toilets** are scattered all over the site: near the Accueil, in the Faubourg and near the Nondécorum sector -and the Cité. Chemical toilets on the Norse side and in the Roman Quarter are reserved for the sole use of nearby guilds (thank you for your understanding).
- There are two **toilet blocks with showers at either** end of the site:
 - Auberge (Haute Ville) : Access cards will be on sale at the Market (C\$6.00).
 - Faubourg: Access and payment by credit card reader (\$6.00 CAD).
 - Opening times will be posted on site.
- There is a **dish-cleaning station** next to the Faubourg toilet block. Opening hours will be posted on site.



Craftsmen and merchants

In the Haute Ville district, you'll find a host of stores and craftsmen offering a wide range of equipment, armor, costumes of all kinds, swords and other fantastic weapons, as well as a host of accessories for life-size role-playing games and medieval immersion activities. Come and discover the merchant buildings permanently installed on the Duché de Bicolline. Dozens of other stalls and merchant pavilions will set up store for the duration of the event.

To make cash transactions on the site, you must have the necessary sales Allowed and authorization. To participate in the event as an artisan or merchant, please consult the following information.

- Only artisans or merchants offering products or services that fit in with the event's theme will be allowed.
- For catering concessions, please contact the Duché de Bicolline directly at info@bicolline.org.
- The initial right of sale includes the following items:
 - One 100 sq. ft. sales area (10'x10'). Additional charges apply for any additional sales area.
 - One event registration for the seven-day package (merchant's or artisan's).
 - A parking space at P1.

Food services

There are several authorized service points on the Duché de Bicolline site where food and drink can be purchased.

Catering

On-site catering services are provided by a number of suppliers in both Haute Ville and VIEILLE-VILLE. The food offer will be enhanced for this edition of the event: points of service will be added to allow everyone to fill their bellies better! Information on suppliers will be published shortly.

There are also a few new features this year:

- Withdrawal of certain single-use items (napkins, utensils): plan to bring your own!
- Priority access for staff and volunteers on duty (thank you for your understanding!).
- Addition of deposit bins near service points.

We also appreciate the efforts of participants who bring their own reusable decorum cutlery! And don't forget to dispose of your garbage in the garbage cans provided.



Market

Located opposite the Auberge in Haute Ville (near the Allée marchande), come and discover a unique boutique offering fresh foods, ice bags, promotional items from the Duché de Bicolline and a variety of original products.

Market hours will be posted on site during the event.

Auberge and Vieille Taverne

Snacks and refreshments (alcoholic and non-alcoholic) are also available from the Auberge (Haute Ville) and the Vieille Taverne (VIEILLE-VILLE). La Vieille taverne also sells ice cream! Opening hours and price lists will be posted on site during the event.

Payment methods accepted on the site

Accepted payment methods vary by location, according to the information provided in the Table 5. There are no ATMs at the Duché de Bicolline site, and cash withdrawals are not possible.

Table 5 Payment methods accepted on the site

Location	Silver ¹	Flow	Credit ²
Home	✓	✓	✓
Market	✓	✓	✓
Auberge	✓	✓	✓
Old tavern	✓	✓	✓
Faubourg sanitary block	✗	✗	✓
Craftsmen, merchants and restaurateurs	Some offer payment by debit or Square, but many only accept cash ¹ .		

1. Canadian cash only.

2. Visa and Mastercard only.