



COMMUNITY SERVICES DEPARTMENT

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St. Clair Township Campgrounds Seasonal Camper Handbook/Code of Conduct

Please note – there is a section outlining new rules in relation to COVID-19 added to the end of this document that will supersede any of the regular rules listed below until such time that the Township deems these rules are no longer necessary. Signatures that are required are highlighted in yellow on pg.'s 1 & 7 of this document and must be signed. These signed pages, along with a signed copy of rental contract and a copy of valid insurance on trailer must be returned by e-mail to the Moore Sports Complex @ jdolbear@stclairtownship.ca, or handed in upon entering the campground. There will be bins made available at each campground to drop these documents in.

The rules in the Camper Handbook/Code of Conduct are intended to promote safety and to make the camping experience a pleasant one for you and your neighbours. If you do not understand any rule, please discuss it with Campground Management. Violation of a specific rule which management, at its discretion, determines to be detrimental to the Campground, its staff, or its other guests may result in sanctions. Possible sanctions include, but are not limited to, temporary loss of camping privileges, termination of the Seasonal Camper Rental Contract, and immediate expulsion from the Campground. Please take time to review this Handbook, ask questions if you need clarification, and do your best to be a good neighbor.

By placing my signature below, I agree that I have been given a Camper Handbook/Code of Conduct, I have read it, and I have questioned Campground Management if there was anything I did not understand. I agree on behalf of myself and my guests to abide by all the rules and regulations as set out in this document by the Corporation of the Township of St. Clair. I also take full responsibility for any damage done to campground property or private property by myself and/or my guests and/or my pets and agree to cover any costs incurred. I also agree on behalf of myself and my guests, that the Corporation of the Township of St. Clair shall not be held responsible for theft of property or property damage as a result of fire, vandalism, acts of God, or the actions of other campers.

Please fill in below and return to the Moore Sports Complex with a signed copy of your Rental Contract & copy of valid insurance on trailer by the payment deadline of Wed, May 20, 2020

X	
Seasonal Camper Signature	Date
Printed Name	Campground Name and Site Number
Phone Number	Email Address

FINANCIAL RESPONSIBILITIES / INSURANCE REQUIREMENTS

1. **Deposit to Secure Renewal of Site.** In order to secure your seasonal site for the next year, please remember to turn in your \$100 deposit by the last Friday in August of the current camping season. This deposit will be applied to your site price. If we don't receive your deposit by this deadline, then the site will be considered open and promptly added to our open site list. Any seasonal camper who has not renewed their lease (paid their site deposit of \$100) for the following year must have their RV unit removed by the Campground closing date of the current season. If the RV unit has not been removed by that date, the Campground and/or the Corporation of the Township of St. Clair reserve the right to have the RV unit removed by a salvage company and the site will be added to current open inventory for the following season.
2. **Seasonal site balance** must be paid in full by the last Friday in April of the current camping season.
3. **Proof of Insurance of camping unit** must be given to St. Clair Township Staff prior to campground opening day. If storing for the winter, proof of insurance must be given to St. Clair Township staff prior to Campground closing day.
4. **Winter storage:** fee is \$210.00 and is to be paid in full by the last Friday in August. Any seasonal camper who has not paid the winter storage fee by this date must have their RV unit removed by the Campground closing date. If the RV unit has not been removed by this date, the Campground and/or the Corporation of the Township of St. Clair reserve the right to have the RV unit removed by a salvage company, and the cost will be billed to the owner. The camper is responsible for his/her own insurance and must provide a copy of insurance to Township staff prior to the Campground closing date. The campground and/or the Corporation of the Township of St. Clair are not responsible for damage, fire, theft, act of God, or otherwise, to property owned by the camper. No surveillance is provided by the campground. Camping during the off season (anytime before opening day or after closing day) is strictly prohibited. Campers caught doing so will be evicted.
5. **Early termination.** Any seasonal camper who cancels his/her site any time after the season start date and before the end date, and has a legitimate reason for doing so, will be charged what a transient camper would have been charged for the length of time the trailer was on the site. If after this calculation is made, and there is a credit balance then the seasonal will be refunded the amount of the credit balance. For example, if opening day was May 3, and a seasonal camper leaves May 31 this stay would have been from May 3 – 31, which is 28 nights, therefore the camper would be charged the transient monthly rate and the remaining amount they had paid for the seasonal fee would be refunded to them. In the event that the transient fees calculate to more than what the seasonal camper originally paid the seasonal camper will not owe the Township any extra fees for that site. If the rental contract is cancelled, the Campground and/or the Corporation of the Township of St. Clair reserve the right to remove property from the campsite including trailers, sheds, decks, landscape, and any or all items on the campsite. The Camper agrees to pay the costs of moving and/or storing any property left on a campsite where the contract has been cancelled. Also, in regard to removal of the property, the Campground and/or the Corporation of the Township of St. Clair may sell or otherwise dispose of property, which has been stored for more than 60 days on campground property in accordance with the Repair and Storage Liens Act. Anything left behind becomes the property of the Township of St. Clair. If contract holder wishes to leave something to another camper, he/she must give this request in writing to campground staff.
6. **Grass Cutting:** If you wish to sign up for this service, the fee is \$230 and is to be paid upon arrival at the Campground Office. If camper has not signed up and paid for this service, campground staff will assume camper will be cutting the grass themselves using their own equipment right from opening day until closing day. (Please refer to COVID 19 rules at the end of this document)

7. **Golf carts:** Fee is \$150 per season and is to be paid upon arrival at the Campground Office. Only electric golf carts are permitted. Both current and new seasonals must have a valid G driver's license to operate and must stay on road ways.
8. **Campground pavillions** may be rented and paid for at each campground office. Check campground office for rates. Alcohol not permitted in pavillions.
9. **Additional Storage** of boat, boat trailer, utility trailer - fee is \$40/month and is to be paid at the beginning of each month at the Campground Office. In the event that payment is not received, owner of stored items will be notified immediately to remove said items. **Mooretown campers:** Stored item must be parked at the back of the campground, not on your site, and at your own risk. **Branton Cundick campers:** Stored item must be parked at back on gravel pad only, and at your own risk. **Cathcart campers:** Only item allowed to be stored is boat trailer and only if you have reserved a boat dock. To be stored in designated area at south end of park, and at your own risk.

ELECTRIC USE

1. **Electrical service is provided** to the main camping unit only. Campground staff reserves the right to inspect, in conjunction with the provincial hydro authority, any electrical service and make any such changes as is necessary to protect persons and property at the full expense of the camper.
2. **The Campground and/or the Corporation of the Township of St. Clair reserve the right** to turn off any electrical service to individual campsites until full payment of seasonal fee has been received.
3. **Additional appliances** (ie. stoves, refrigerators, etc.) are strictly prohibited and will be monitored by staff.
4. **Please conserve hydro** by shutting off lights, air conditioners, etc. when trailer is vacant. Abuse of the use of hydro will result in the hydro being shut off.

YOUR SITE

1. **Trailer/RV:** No seasonal campsite is allowed more than one R.V. of any type. RV must carry a certification seal signifying compliance with the CAN/CSA Z240 Standard for Recreational Vehicles which covers four critical areas: propane gas, vehicular, electrical and plumbing. Manufacturers must meet CAN/CSA Z-240 standard. Manufacturers of components and accessories, including appliances, adhere to the strict guidelines which apply to their products. The certification of the recreational vehicle to the CAN/CSA Z240 Standard for Recreational Vehicles is identified by the certification agency's seal, which usually appears beside the door of the RV. Park Model Recreational units are manufactured to meet the CAN/CSA Z-241 Standard. The Standard covers the areas of construction standards, plumbing, propane gas, and electrical and vehicular requirements. Campground staff shall limit the size or condition of trailer/RV to conform to existing standards. Trailers/RV's over 10 years old need to be approved by campground management. It is the law to have a working smoke alarm in the trailer/RV. Failure to comply with the applicable Fire Code smoke alarm requirements can result in a ticket for \$235 or a fine of up to \$100,000. If used for sleeping, trailer/RV should also be equipped with a carbon monoxide alarm.
2. **Occupancy:** The seasonal contract authorizes one family to occupy the seasonal site designated on the contract. Sharing of one seasonal campsite between two or more families is prohibited.
3. **Tents/Dining Shelters:** Each campsite is allowed one tent OR dining shelter, and must be non-permanent and removable.
4. **Storage Sheds:** Shed must be approved by Campground Supervisor prior to installation. Each campsite is allowed one storage shed to a maximum size of 10' x 10' (or 100 sq. ft.) x 9' high. Must be commercially designed and constructed of either aluminum or vinyl. Floor cannot be permanent in nature. Shed must be

located behind the trailer, on the campsite, and cannot protrude onto another site, common area, or block the driveway, etc. The Corporation of the Township of St. Clair reserves the right to remove any or all sheds that have not been approved and are not constructed to above specs, and without compensation to the owner. Sheds will not be serviced. The owner (seasonal contract holder) shall be responsible for insuring the shed and its contents and shall not hold the Corporation of the Township of St. Clair responsible for any damage to the shed unless there is negligence on the part of the Campground.

5. **Awnings** will be allowed provided they can be rolled up or removed on short notice. Awning cannot be a permanent structure.
6. **Decks:** Deck must be approved by Campground Supervisor prior to installation. One deck is allowed on campsite and must be no longer than the trailer, and no wider than 10' and no higher than 24" from the ground. Must be built up against the trailer. Must be commercially designed and constructed of new building products. Cannot be a permanent structure (must be able to be removed). The Corporation of the Township of St. Clair reserves the right to remove any or all decks that have not been approved and are not constructed to above specs, and without compensation to the owner. The owner (seasonal contract holder) shall be responsible for insuring the deck and its contents and shall not hold the Corporation of the Township of St. Clair responsible for any damage to the deck unless there is negligence on the part of the Campground
7. **Improvements:** No part of a campsite is to be disturbed, altered or otherwise changed without the expressed written permission of campground management. Any contractor/worker hired by a seasonal contract holder to perform work on Township property must provide to campground staff a current and valid "Workplace Safety and Insurance Clearance Certificate" before starting work. Contractors who do not have WSIB Clearance Certificate will not be permitted to work on Township property. Contractor must also supply a copy of his/her "Contractor's Liability Insurance Certificate" (minimum of \$2 million,\$5 million for work on road allowances). The certificate/policy must clearly show that The Corporation of the Township of St. Clair is listed as an additional insured party. Cost for approved improvements to campsite shall be at seasonal contract holder's expense.
8. **Smoke/Carbon Monoxide Alarms:** It is the law to have a working smoke alarm and carbon monoxide alarm in your trailer/RV. Failure to comply with the applicable Fire Code smoke alarm requirements can result in a tickets and/or fines.
9. **Propane** cannot be stored inside of either a trailer or storage shed but must be stored outside in a ventilated area. Propane heaters are not permitted for use in trailers or tents.
10. **Parking:** Seasonal permit holders shall restrict parking of their own vehicles to their own site at a limit of 2 vehicles per site. (Extra fee applies for additional vehicle). Designated guest parking is available. See campground staff for details.
11. **Dump Station - Non-sewer sites (Mooretown Campground only):** Use of dump station is not permitted between the hours of 4:30 pm - 7 pm. Please try to avoid dumping on weekends if possible. All campers are required to use appropriate portable sewage tanks. Permanent or any type of underground sewage (blue-water) tank is strictly prohibited.
12. **Mail or telephone messages** (except emergencies) will not be delivered. Check the office for messages on a regular basis. Please advise your guests that if we do not have their name, we will not take messages.
13. **Water Supply:** In an effort to ensure a water supply to all campers, watering lawns, washing cars, trailers or other items, shall be prohibited unless it has been pre-approved by campground management.
14. **Subletting:** Seasonal contract holders shall not sublet their trailers or campsites. Violation shall result in the immediate loss of seasonal site.

15. The sale of a seasonal contract holder's trailer does not include the campsite. Purchaser must remove trailer within 7 days of purchase.

CONDUCT/RESPONSIBILITY

1. **Speed limit** in the park is 15 km. maximum.
2. **Alcohol** consumption is allowed on campsites only. Campers are not permitted to walk or drive around park with an open beer or alcoholic beverage. No alcohol permitted in any campground pavillions. Control and consumption must be in compliance with applicable liquor regulations. There will be an alcohol ban on Victoria Day weekend.
3. **Quiet time** is at 11:00 pm until 8:00am. If any loud noises disturb you after 11:00 pm contact staff at 519-867-2951 and/or the Ontario Provincial Police "non-emergency 24 hour toll free" phone #: 1-888-310-1122 No one is allowed into the campground after 11:00 PM.
4. **Mooretown Campground Pool:** Pool rules and hours are posted and enforced. Use the swimming pool at your own risk since this is a Class B pool. A lifeguard is provided - no entry to pool permitted when lifeguard is not on duty.
5. **Pets:** All pet owners shall ensure that his/her pet does not make excessive noise or disturb other campers. All pets are to be kept on leashes at all times, on or off site. Owners are responsible for cleaning up after their pets. No more than 2 pets are allowed per site. Pets are not allowed in the office, washroom or laundry room. Breaking these rules may result in eviction.
6. **Fireworks and/or Chinese lanterns** are strictly prohibited. Anyone who violates this rule will be evicted.
7. **Off road recreational vehicles** are strictly prohibited.

Campground Rules for 2020 and Covid-19

- Physical/Social Distancing at a minimum of 2 metres apart at all times.
- campground offices are to remain closed. Concerns will have to be phoned in to Mooretown Campground 519-867-2951, Cathcart Campground 519-892-3342, Branton Cundick Campground 519-892-3968.
- campground washrooms remain closed
- all campground pavilions, playgrounds, playground equipment and Mooretown pool will be closed
- campers that require their grass cut are to remain inside or offsite during grass cutting
- respect your neighbor; if your neighbor is working on the back side of their trailer and are close to your site or even on the edge of it please allow them to do so and stay away until they are done and they are to do so for you.
- Dump station: there will be sanitizer left for campers to use between uses
- gatherings will be limited to 5 people
- At Cathcart there will be no garbage pickup, please take garbage to large green bin
- Fees payable for additional services such as grass cutting, golf carts, etc. will be made by phone by credit card or arranged to be dropped off at the Moore Sports Complex

This notice is to be considered the only warning. Campers violating any of the above rules will be evicted from the campground.

Non-compliance, as related to the COVID-19 ORDER (included on the last page of this handbook), will be used to direct campers to call the OPP to report issues. If the OPP determines that a violation of orders has occurred, Township staff will follow up and the camper will be evicted.

The Campground and/or the Corporation of the Township of St. Clair reserve the right to change, alter, add or remove any rule or regulation if it is in the best interest of the Campground to do so. The Campground and/or the Corporation of the Township of St. Clair reserve the right to evict any campers and/or guests who do not comply with the above rules and regulations.

THE 2019 NOVEL CORONAVIRUS (COVID-19) ACKNOWLEDGEMENT AND ASSUMPTION OF RISK

1. I am currently not experiencing COVID-19 symptoms, nor have I had COVID-19 symptoms in the last 14 days.
2. a) I **have not** travelled outside of Canada or in an area under a travel health advisory in the last 14 days. **INITIAL:** _____
b) I **have** travelled outside of Canada or to an area under a travel health advisory in the last 14 days. **INITIAL:** _____
3. I have not provided care or had close contact with any person with COVID-19 or with any person reasonably suspected of having COVID-19 or with any person who travelled outside of Canada in the last 14 days or with any person who travelled in an area under a travel health advisory in the last 14 days.
4. I represent and warrant to the Releasees that I have not been advised by any governmental or health authority, including but not limited to the Government of Canada or Province of Ontario Department of Health or my doctor or the Province of Ontario Department of Health's website to self isolate due to possible exposure to COVID-19.
5. I have at all times adhered to the physical distancing protocols established by the Government of Canada.
6. I am fully aware of the risks and hazards with respect to COVID-19 inherent in my attendance at the Premises and participation in the activities of the Seasonal Resort.
7. I freely and voluntarily agree to assume the risk with respect to COVID-19, including the risk of death, bodily injury or property damage, regardless of severity, that I (or my child/ward) may sustain as a result of my participation in the activities of the Seasonal Resort or attendance at the Premises, howsoever arising, including, but not limited to, the errors or omissions of the Releasees. **INITIAL:** _____

Camper Name: _____ Campground: _____ Site # _____