



SEASONAL CAMPING PERMIT APPLICATION

Section 6: Rules, Regulations & Standards

Section 6: Rules, Regulations and Standards forms part of the Seasonal Camping Permit Application for a permit to camp on a seasonal basis on campgrounds owned and operated by the Kettle Creek Conservation Authority. This application is made pursuant to the Conservation Authorities Act of Ontario R.S.O. 1990, Regulation 111. Sections 1 through 7 of the application form conditions to the Seasonal Camper Application.

An applicant agrees to abide by the rules, regulations and standards of the Kettle Creek Conservation Authority.

Section 6: Rules, Regulations and Standards includes the following subsections:

- 6.1: Rules, Regulations and Standards
- 6.2: Zero Tolerance Policy
- 6.3: Seasonal Camping Standards
- 6.4: Golf Cart Rules and Regulations
- 6.5: Campsite Assignment
- 6.6: Campsite Change Requests
- 6.7: Campsite Abandonment
- 6.8: Trailer Identification and Insurance
- 6.9: Permit Revocation and Agreement Termination

6.1 | RULES, REGULATIONS AND STANDARDS

These rules, regulations and standards were developed to maintain a level of safety and consistency at both Lake Whittaker and Dalewood Conservation Areas and are based on KCCA's R.R.O. 1990, Regulation 111. All conservation area users are responsible for knowing all the rules and regulations. Violation(s) may result in eviction without refund, a permanent ban and/or fine and the possibility of court action. KCCA enforces a Zero Tolerance Policy. At the discretion of KCCA, permits may be revoked at any time without refund. Conservation area staff are responsible for interpretation and enforcement of these rules, regulations and standards. This is not an exhaustive list.

Hours of Use

- Closed to day-use visitors at 9 p.m.
- No permits are sold after 9 p.m.
- Visitors to campers must enter the park before 9 p.m. and leave by 11 p.m.
- Quiet time is from 11 p.m. to 8 a.m. No excessive noise at any time.
- Check out time for campers is 2 p.m.
- Children under 16 years of age must be on their own campsite by 11 p.m.

Campsites

- Permittee must be 19 years old and have proof of age.
- No more than three pieces of equipment per site, only one of which may be a trailer or tent trailer.
- No more than six persons including the permit holder are allowed on a designated campsite. Permit holder must occupy the site.
- Campsites are designed for two vehicles per site. All other vehicles, including visitors' vehicles, must be parked in the designated parking area. Campers wishing to bring in more than one vehicle need to purchase an additional vehicle pass (per day) or a seasonal pass.
- Camping permits or seasonal passes must be displayed on vehicle dashboards at all times.
- Campsites must be cleaned before leaving the site; all garbage and recyclable material bagged and put in containers provided.
- Fires are permitted in designated areas only and must be contained within the designated fire pit. Flame cannot exceed 2 feet in height.
- Inform the park staff of any disturbances or emergencies.

Alcohol and Substance Abuse

- Alcohol is only permitted on registered campsites. Being under the influence in a public area is prohibited.
- Alcohol is not permitted in day-use or other public areas.
- Substance abuse including illegal drugs is prohibited.
- An alcohol ban is enforced on the Victoria Day Weekend. Open consumption and possession of alcohol will result in eviction without refund.
- Smoking and alcohol is not permitted in public areas, including pool, playground, washrooms, day-use facilities, beaches, trails, pavilions and Authority buildings.
- "Smoking" includes the smoking of any tobacco or non-tobacco products such as but not limited to, vapes, cigars, cigarettes, e-cigarettes, hookah/water pipes etc.

Pets

- All pets are to be on a leash not exceeding six feet and kept under control at all times.
- There is a maximum of two pets per campsite; owners must pick up after pets.
- No pets are allowed in swimming or beach areas.

Swimming Areas

- No glass, food or beverages are allowed in the swimming pool or beach areas.
- All beaches are unsupervised; use at own risk.
- No boats are allowed in swimming areas. Only electric motors are permitted. All boats, including canoes, must be registered at the gatehouse. Unregistered boats may be confiscated.
- An adult must supervise all children; KCCA is not responsible for child supervision anywhere in the conservation area, including swimming pools, playgrounds, beaches or trails.

General Rules and Regulations

- KCCA strictly enforces its Zero Tolerance Policy. Threatening behavior by campers or their pets is unacceptable. No profanity, excessive noise or other unsuitable behavior is permitted at any time. No person shall willfully damage any public or private property, buildings or other facilities.
- The speed limit in all conservation areas is 15 km/hr.
- Due to conservation measures lawn watering and car washing are prohibited.
- Due to electrical demands on individual sites, the use of air conditioners is only allowed on 30 amp (or higher) serviced sites.
- Fireworks are not permitted.
- Collecting, cutting, removing or destroying any plant, tree or other living object is strictly prohibited.
- Feeding wildlife (geese, raccoons, etc.) in the conservation area is prohibited.
- KCCA is not responsible for any lost, stolen or damaged property.
- No vehicles are allowed without a valid licence plate, insurance, and a KCCA permit. All drivers must have a valid driver's licence. No off-road all terrain vehicles are allowed.
- Golf carts are only permitted to seasonal campers.

6.2 | ZERO TOLERANCE POLICY

The goal of the Zero Tolerance Policy is to identify primary conservation area enforcement concerns, to establish basic procedures to respond to those concerns and to communicate the intent of the policy to conservation area users.

The objectives of this goal are:

- To respond to violent and/or unacceptable behaviour with immediate consequences.
- To eliminate violence (verbal, visual or physical) against another person.
- To communicate with and educate visitors and campers to develop the skills necessary to handle violent, potentially violent and unacceptable situations.
- To develop and maintain a safe, welcoming, violence-free conservation area environment.
- To communicate associated codes of behaviour and enforcement protocols.

Code of Behaviour

The Code of Behaviour applies to all campers and visitors. Conservation area users who violate the code will be dealt with through the consequences of the Zero Tolerance Policy, the Conservation Authorities Act, regulations made under the Act, and any other legislation applicable to the circumstance.

The Code of Behaviour identifies generally accepted expectations of behaviour in a public environment. The Code identifies the following behaviour as unacceptable:

1. violence, threats of violence or behaviour that may threaten the safety of others;
2. speeding above the posted 15km/hr maximum;
3. damage to property, vehicles and the natural environment;
4. excessive noise;
5. drunkenness and/or substance abuse (legal or illegal drugs);
6. abuse, including neglect, comment or conduct that demeans, humiliates, embarrasses, intimidates, threatens or has an adverse effect on an individual(s);
7. dangerous behaviour (i.e. lack of acceptable animal control, fires in unapproved locations); and
8. any other activity that compromises the goal and objectives of this policy, as identified at the discretion of the Conservation Area staff.

The Zero Tolerance Policy establishes clear and fair consequences for unacceptable behaviour.

Reward Program

Kettle Creek Conservation Authority will offer a reward of up to \$500 for information leading to the identification of persons vandalizing and/or destroying Kettle Creek Conservation Authority property.

Enforcement Protocol

The guidelines developed by KCCA are intended to ensure a safe and enjoyable camping experience and to outline personal responsibilities for behaviour within conservation areas.

See chart on the following page.

ZERO TOLERANCE POLICY

Expectations	Reasons	Consequences
Conflict resolution in a non-violent manner.	Right to personal safety. Everyone has the right to be free of verbal, visual and physical threats, abuse, harassment or actions.	1, 2, 5 or 7
A safe speed of 15 km/hr must not be exceeded.	Safety and security of conservation area users.	1, 2, 4, 5, or 7
The property of others must be respected and cared for by all.	To display community pride and to maintain the use of other properties.	1, 3, 6, or 7
The volume of music and/or the level of noise must not unduly disturb others.	Show respect for others' quiet enjoyment.	1, 2, 5, or 6
Individuals must reasonably recognize dangerous or unacceptable situations.	Maintain an enjoyable park environment for all.	1, 2, 5, 6, or 7
Individuals must not risk the safety and well being of other people or their pets.	Safety and well being is a community responsibility.	1, 2, 3, 5, 6, or 7
Consistent enforcement of Conservation Area Regulations	Maintain a quality outdoor experience for all conservation area users.	1, 2, 3, 4, 5, 6, or 7

Range of consequences is determined solely at KCCA's discretion

1. Verbal warning.
2. First written warning.
3. First written warning and restitution.
4. Second written warning and parking in visitors' parking.
5. Second written warning and expulsion from conservation area.
6. Second written warning, restitution and expulsion from conservation area.
7. Immediate expulsion from conservation area, without refund, restitution (if applicable), with or without any prior written or verbal warning at the discretion of KCCA. Possible court charges may apply as well as a ban from re-entry.

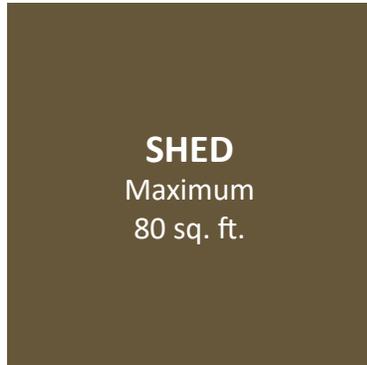
6.3 | SEASONAL CAMPING STANDARDS

1. All seasonal setups, including site improvements, must be approved by the Conservation Area Coordinator. The campsite layout approval form must be completed and approved prior to commencement.
2. Compromises will not be made for any reason for non-compliant site improvements which occur without prior approval of the Conservation Area Coordinator.
3. Approved site improvements involving construction must be completed prior to the Wednesday of the Victoria Day weekend.
4. Site improvements after the Labour Day holiday weekend may be permitted subject to submission of the Intention to Camp Form and associated fee for the following year's camping season as outlined in Section 5.4 Fees and Payment Schedule.
5. Site must be kept in a clean and tidy condition at all times. This includes decks, sheds and any other items that may be on-site.
6. Trailers must be road worthy, licenced and tidy at all times. A trailer entering or exiting a campsite must do so without occupying another adjacent site. A trailer must be positioned on a campsite to allow for expeditious removal.
7. Awnings are considered to be part of the camping unit and must be permanently attached with a track. Awnings must be factory made for use as travel trailer awnings and made from vinyl or canvas. Awnings may not exceed the trailer body length and must be approved by the conservation area coordinator.
8. An outside deck may be permitted. All decks must be approved by the conservation area coordinator. Decks may be constructed using wood, patio stones or carpet. Pallets are not an acceptable building material. Deck size is restricted to a maximum of 250 sq.ft. with a maximum width of 10 ft. However, the deck cannot exceed the trailer body length and may not protrude past the extent of the awning. The deck must be removable by hand (sectioned) and affixed at ground level (no cement footings). The deck height must not exceed 2 ft. In addition to the deck area, a maximum of 64 sq.ft. of patio stones (16-24 in. stones) may be placed near the fire pit and shed area. **All decks must be approved in writing before construction.**
9. Sunrooms, Florida rooms and add-a-rooms are not allowed, except those that are prefabricated and specifically designated for park model trailers. All prefabricated add-a-rooms and sunrooms must be approved by the conservation area coordinator.
10. No more than three pieces of equipment per site, only one of which may be a trailer or tent trailer. Dining tents and sheds are considered pieces of equipment.
11. Sheds must be no larger than 80 sq.ft. All sheds and their location must be approved by the conservation area coordinator.
12. Excavation and site obstructions, including constructed barriers and privacy fences are not permitted on the site.
13. Delivery of firewood by an outside source is not permitted in the campground. KCCA supplies seasonal campers with bulk firewood sales. Any firewood or uncut boards (pallets, lumber, etc.) must be cut and stacked neatly. Firewood stacks must not exceed 32 cu.ft. (4'x4'x2'). No skids or pallets are permitted.
14. Seasonal campers are responsible for grass cutting and must supply their own lawnmower and gasoline.
15. Gravel pads are allowed for trailers, but no crushed asphalt. All pads must be approved by the conservation area coordinator prior to construction.
16. Outside full-size refrigerators must be stored in a locked shed, for the safety of children. No form of appliance or household furniture is allowed on the site, unless it is in a shed or trailer and approved by the conservation area coordinator.
17. Permanent clotheslines must be higher than 6 feet so as not to pose a safety hazard to people. Clotheslines are not to be affixed to any trees.
18. All boats, including canoes, must be registered at the gatehouse.
19. Black water (toilet water) must be contained within the holding tank and disposed of at the proper facilities. Grey water (sink/shower water) must be disposed of according to health standards.
20. Due to electrical demands on individual sites, the use of air conditioners and/or electric golf carts is only allowed on 30amp (or higher) serviced sites.
21. Campsites are delineated by the corner posts at the front of the site; the back of the site is delineated by the servicing post or natural ridgeline/tree drip line. No alterations, construction or encroachments of any kind are allowed beyond the back of the site. If you are having difficulty determining site boundaries, please consult with the conservation area coordinator.
22. In addition to the standards noted above KCCA's R.R.O. 1990, Regulation 111 applies. This is not an exhaustive list.

TYPICAL SITE LAYOUT

KNOW YOUR SITE BOUNDARY LINES!

KNOW YOUR SITE BOUNDARY LINES!



SHED
Maximum
80 sq. ft.

* Approval for deck/shed required prior to building

Do not alter physical make up of site (tree trimming)



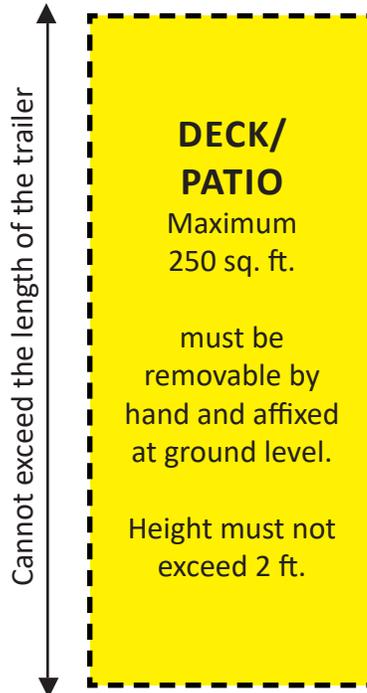
FIREWOOD STACKS
Maximum 32 cu. ft.
(4'x4'x2')

* Ensure that all electrical cords/ plugs etc conform to ESA

SERVICE POST



10' max
cannot protrude beyond awning



**DECK/
PATIO**
Maximum
250 sq. ft.

must be removable by hand and affixed at ground level.

Height must not exceed 2 ft.

Cannot exceed the length of the trailer



TRAILER

Must be positioned upon the campsite to allow for expeditious removal.

Sewage holding tank must be accessible

A trailer entering or exiting a campsite must do so without occupying another adjacent site.



**FIRE
PIT**

SITE POST



Site setups **MUST BE APPROVED** by the Conservation Area Coordinator

FRONT OF SITE

Site layouts may vary depending upon campsite constraints, location of services and trailer specifications.

SEASONAL CAMPING STANDARDS CONTINUED

Seasonal campers must adhere to these Seasonal Camping Standards. **Campsite improvements are welcomed but are subject to written approval of the Conservation Area Coordinator before work begins.**

After delivery of one written warning by the director of operations or conservation area coordinator, should a seasonal camper continue to neglect an accepted standard of maintenance and care of their campsite, campground staff will perform the work required to bring the campsite up to standard at a rate of \$30.00 per hour per staff person.

The seasonal camper will be responsible for timely compensation for works completed, as outlined on a KCCA invoice. Should the seasonal camper not pay the amount shown on the invoice, in full, by the prescribed date noted on the invoice, seasonal camping privileges may be lost. Early departure from the campground will result.

The conservation area coordinator will exercise reason and fairness in the enforcement of seasonal camping standards. The conservation area coordinator has power of sole discretion to determine what personal property may be allowed or constructed on KCCA property.

6.4 | GOLF CART RULES AND REGULATIONS

Golf carts are allowed for seasonal campers only with the permission of the conservation area coordinator and are subject to the following:

1. All golf carts must be registered at the gatehouse and approved by the conservation area coordinator prior to use within the campground;
2. One golf cart may be registered per seasonal campsite;
3. Electric golf carts may be allowed by seasonal campers on 30-amp service sites only and subject to an additional \$120 electrical fee (Lake Whittaker only);
4. Golf cart drivers must have a valid driver's licence and must follow the rules of the road;
5. Golf carts may only be operated on park roadways. Golf carts are prohibited from walking trails, fields, woodlots and use after 11:00 pm;
6. The number of occupants riding on a golf cart cannot exceed the manufacturer's designated seating capacity;
7. A person cannot occupy a trailer or device being towed by a golf cart;
8. Golf cart modifications designed for off-road all terrain uses are prohibited; and
9. The primary permit holder is ultimately responsible for all users of the registered golf cart.

Golf carts are a privilege. Failure to comply with the Golf Cart Rules and Regulations will result in the loss of golf cart privileges and the subsequent eviction of the golf cart, user and/or owner of the golf cart from KCCA property.

6.5 | CAMPSITE ASSIGNMENT

When the Seasonal Camping Permit Application is completed and submitted by the applicant and thereafter approved and executed at the discretion of KCCA, the application(s) becomes agreement(s) in support of a permit(s) to be issued under Kettle Creek Conservation Authority's R.R.O. 1990, Regulation 111. The Seasonal Camping Permit is issued to the applicant and applies to a designated or assigned campsite.

A seasonal camper wishing to leave during the season, or wishing to sell the trailer, should contact KCCA for proper procedures. Campers should speak to the conservation area coordinator before starting any transactions.

A seasonal camper **MUST NOT ATTEMPT** to sell, transfer, lease, sublet, or assign the campsite and the responsibilities, privileges, and obligations provided under an Application or Permit, in total or in part, to another person. A seasonal camper must not attempt to deny access to the campsite to KCCA or its designated representatives for the purpose of campground maintenance, operations, servicing, development and security.

KCCA will not accept campsite assignments by seasonal campers. Campsite change requests are at the sole discretion of KCCA and will not occur until the site is vacated, restored and approved by KCCA.

6.6 | CAMPSITE CHANGE REQUESTS

An existing seasonal camper may apply for a new campsite between September 1 and September 15. A campsite change form must be submitted complete with a site layout application. Where possible, new campsite assignments will be considered and approved by September 20. Once written approval is provided and if the requested campsite is available and/or vacated, the seasonal camper may move any ancillary items to the new site as per the approved site layout between the approval date and September 30.

6.7 | CAMPSITE ABANDONMENT

A campsite will be deemed abandoned when a seasonal camper does not:

- a. Complete an Intent to Camp form and submit required fees by September 30 for the next year's season,
- b. Or complete a seasonal camping permit application form and submit all required fees by March 1 (See Section 5);
- c. Or complete all seasonal camping payments by May 1, 2018 (see Section 5);
- d. Or remove any accommodation unit and ancillary facilities/equipment after a notice of eviction or cancellation of a seasonal camping permit.
- e. Or fail to pay any and all fees associated with their campsite (i.e. hydro deposits)

By signing this application, the camper agrees to the removal of any accommodation unit and ancillary facilities/equipment occupying the campsite, by KCCA staff or their designate, when and if the campsite is termed abandoned as outlined above. The accommodation unit and ancillary facilities/equipment will be towed by KCCA or their designate, at the trailer owner's expense, to a compound or to the address provided in this application. If the accommodation unit and ancillary facilities/equipment is towed to a compound it will be held for 90 days after which time, if the accommodation unit and ancillary facilities/equipment is not claimed by the owner and/or the outstanding balance is not paid, the accommodation unit and ancillary facilities/equipment will be liquidated by KCCA to cover its costs including unpaid fees and staff time. Any unpaid accounts will be forwarded to a collection agency.

6.8 | TRAILER IDENTIFICATION AND INSURANCE

Seasonal camper trailers must be licenced and insured. The applicant hereby covenants with the Kettle Creek Conservation Authority that insurance coverage for any type of damage to the trailer or appurtenances, including golf carts, at the assigned campsite is possessed by the said camper/trailer owner. KCCA will not be held responsible for any type of damage not caused directly by Conservation Authority staff or those providing services to the KCCA on behalf of staff.

6.9 | PERMIT REVOCATION AND AGREEMENT TERMINATION

Failure to compensate KCCA for all fees owing, including all camping and extra charges applicable according to the fees outlined in section 5, or failure to adhere to the regulations, rules and policies of Kettle Creek Conservation Authority as found in the Seasonal Camping Permit Application form, will result in immediate revocation of the seasonal camping permit, termination of seasonal camping agreement, and immediate eviction without refund or denial of subsequent year's application for seasonal camping.