

2013 Seasonal Camping Permit Application

This application for a permit to camp on a seasonal basis in 2013 on campgrounds owned and operated by the Kettle Creek Conservation Authority is made pursuant to the Conservation Authorities Act of Ontario R.S.O. 1990 and Conservation Area Regulations made thereunder specifically through Kettle Creek Conservation Authority's (KCCA's) R.R.O. 1990, Regulation 111. All schedules attached to this application form conditions to its completion/acceptance.

**Do not tear off this page. This application must be signed on pages 4 and 15 and submitted intact.
A copy of your application will be mailed to you when processed.**

SECTION 1 - Personal information

Applicant to complete the following information. Please print clearly. The permit holder must occupy the site. The permit holder may register an additional five seasonal campers to the seasonal site for a total of six. The permit holder must register all other overnight visitors (age 2 and over) at the gatehouse. Overnight guests must purchase an overnight pass (see section 12). **Note: This application cannot be processed unless completed and signed by the applicant. Seasonal campers' names may not be added to or changed upon this application after May 1, 2013.**

1) Applicant Name: _____
Surname First Name

2) Camper Name: _____
Surname First Name

3) Camper Name: _____
Surname First Name

4) Camper Name: _____
Surname First Name

5) Camper Name: _____
Surname First Name

6) Camper Name: _____
Surname First Name

Home/Mailing Address (This address will be used for all correspondence.)

(KCCA will not accept mail addressed to campers at the office of any conservation area. Mail will be returned to the sender.)

Street: _____ Town: _____

Postal Code: _____

Contact Information

Home Telephone: _____ Work Telephone: _____

E-mail Address: _____ Cell Telephone: _____

Emergency Contact Name: _____ Telephone: _____

The applicant is responsible for advising KCCA of any changes including a change of address within 30 days. Contact information is used in the off-season. This application cannot be processed unless fully completed and signed by the applicant. Your signature is required on page 2, 5 and page 16. Do not dismantle this application.

SECTION 2 - Golf Cart Registration

Name: _____ Site #: _____

Golf Cart Description: _____ (Model and Make)

Gas Powered: OR Electric (\$120 fee applies):

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;
4. Golf cart drivers must have a valid G2 drivers 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 11:00pm;
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 is 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 property of the Conservation Area.

The applicant hereby covenants with the Kettle Creek Conservation Authority that liability insurance coverage is possessed by the said golf cart owner and further agrees to save harmless and release from any claim whatsoever the Kettle Creek Conservation Authority from any liability, damages or costs associated with use of a personal golf cart.

I have read and understand the above Golf Cart Rules and Regulations.

Signature: _____ Date: _____

KCCA OFFICE USE ONLY

Acceptance: This application is recommended for approval by the director of operations and/or conservation area coordinator.

Date: _____ Signature: _____

Picture attached: _____

Denied: This application is denied by the director of operations and/or conservation area coordinator.

Date: _____ Signature: _____

Picture attached: _____

SECTION 3 - Vehicles Registered to the Campsite

You must provide the licence plate number for the vehicle(s) you are registering to your campsite. The entry fee for two (2) vehicles per campsite is included within the seasonal camping fee. Additional vehicles (above the two vehicles permitted per campsite) must also be registered below. A fee of \$75 will apply to each additional vehicle registered.

- **Vehicle passes must be displayed on the dash of the vehicle at all times.**
- **Vehicles must be parked in designated parking lots.**
- **Only two vehicles may be parked on the assigned, permitted campsite.**
- **Vehicle passes are issued with campsite number and vehicle licence number.**

Vehicle #1 Licence Plate #: _____ (free) Model: _____ Colour: _____

Vehicle #2 Licence Plate #: _____ (free) Model: _____ Colour: _____

Vehicle #3 Licence Plate #: _____ (\$75 charge applies)

Vehicle #4 Licence Plate #: _____ (\$75 charge applies)

Vehicle Licence Plate numbers registered to your site help KCCA enforcement staff to monitor campground activity and to assist in identifying unauthorized use of your site by other campers or their visitors. The above listing does not apply to your campsite visitors.

For the convenience of their guests, Seasonal Campers may purchase a \$75 Seasonal Guest Pass. The Seasonal Guest Pass is not assigned to a single vehicle. Rather the seasonal camper submits a list of approved guests at the gatehouse. Upon checking in at the gatehouse these approved guests will be allowed to enter the campground free of charge. Guests must identify themselves at the gatehouse and must be on the list to gain entry. Every \$75 Guest Pass provides 10 free vehicle day passes. So while a seasonal camper may "approve" as many guests as he/she wants once 10 approved guests visit the campground – regardless of the duration of the visit - a new Guest Pass would need to be purchased. It is the responsibility of the Seasonal Camper to update their approved guest list. KCCA must still issue a vehicle day pass to each visitor and will not be held responsible for misuse of the Guest Pass by the seasonal camper's approved guests. The \$75 Guest Pass can be purchased at any time.

SECTION 4 - Trailer Storage

You may only store your trailer on lands owned by Kettle Creek Conservation Authority if you have:

- indicated your intent to return for the 2013 camping season; and have completed a trailer storage permit application form;
- have submitted payment in full to the Kettle Creek Conservation Authority by September 30, 2012; and
- have been thereafter issued a permit for Trailer Storage.

Due to vandalism of trailers in the off-season, and the large amount of KCCA staff time spent on responding to vandalism, KCCA recommends off-site trailer storage during the fall/winter of 2012/2013. We regret any inconvenience this may cause to campers.

The 2013 camping season runs from May 1, 2013 to September 30, 2013. Permits are issued for trailers to occupy campsites during that time frame. Any trailer found on KCCA property without a Trailer Storage Permit after September 30, 2012 will be towed by KCCA or their designate, at the trailer owner's expense, to a compound or the address provided in this application without further notice.

The owner must maintain insurance upon their trailer, and by completion of this application agrees to save harmless and release from any claim whatsoever the Kettle Creek Conservation Authority from any damages or costs associated with storage or removal of the owner's trailer upon the premises of either the Dalewood or Lake Whittaker Conservation Area campgrounds.

Do you wish to apply to store your trailer at either the Dalewood or Lake Whittaker Conservation Area campgrounds during the winter season?

(Please check one. If yes, you must complete a Trailer Storage Application Form. See page 3.)

Yes

No

Lake Whittaker Site Number: _____

Dalewood Site Number: _____



Application for Off-Season Trailer Storage Permit

This application for a permit to store a trailer during the off-season is made pursuant to the Conservation Authorities Act of Ontario R.S.O. 1990 and Conservation Area Regulations made thereunder specifically through Kettle Creek Conservation Authority's R.R.O. 1990, Regulation 111.

Trailer located in Dalewood Site # _____ OR Lake Whittaker Site # _____

Name: _____

Address: _____
 _____ Postal Code _____

E-mail: _____

Phone - Home: () _____ Make of Trailer: _____

Phone - Cell: () _____ Model of Trailer: _____

Phone - Bus: () _____ Licence Plate #: _____

I hereby apply for a permit to store my trailer for the off-season from October 1, 2012 to March 1, 2013 on the above-noted campground and site number for the consideration of one hundred seventy-five dollars (\$175.00). An additional \$100.00 surcharge will apply if full payment is not received by 4 p.m. on September 30, 2012. Cheques must be made payable to Kettle Creek Conservation Authority by 4 p.m. on September 30, 2012, on the terms and conditions indicated as follows:

1. Payment in full of \$175.00 by 4 p.m. on September 30, 2012 to accompany application, including first payment for 2013 camping season.
2. Issuance of permit by Kettle Creek Conservation Authority is at the discretion of the director of operations.
3. The trailer is to remain on the above campground and site # for the off-season.
4. The trailer owner is responsible for winterizing their own unit and to implement any reasonable recommendations for deterring or preventing vandalism offered by the director of operations or conservation area coordinator.
5. Payment of a minimum of \$400.00 in seasonal camping reservation fees for the 2013 camping season by March 1, 2013 (Section 3 and 5 Seasonal Camping Permit Application) will automatically extend the term of this agreement to: October 1, 2012 to May 1, 2013. Should the owner not comply with this payment schedule, the trailer will be towed to a compound or the address provided in this application by KCCA or their designate at the ultimate expense of the trailer owner (See Section 9 Seasonal Camping Permit Application). No refunds will be administered for trailer storage. (See Section 6 Seasonal Camping Permit Application).

Application for Off-Season Trailer Storage Permit cont'd

- 6. Kettle Creek Conservation Authority will not be responsible for maintaining the unit while in storage or keeping roads or storage area clear of snow. Access to the site/trailer will only be by foot, unless prior arrangements are made with the conservation areas coordinator.
- 7. The trailer owner will be solely responsible for insurance covering any type of damage whatsoever to the unit while in storage on Kettle Creek Conservation Authority lands and on the above noted site # (e.g., snow, wind, malicious damage, etc.).

The trailer owner/occupant hereby covenants with the Kettle Creek Conservation Authority that insurance coverage for any type of damage to the said trailer or appurtenances thereto within the noted off-season period at Dalewood or Lake Whittaker Conservation Areas is possessed by the said owner/occupant.

The trailer owner/occupant further acknowledges and accepts that neither Conservation Area personnel or Kettle Creek Conservation Authority personnel are providing any type of campground security with respect to the use of the campground or the facilities/contents thereon, including the said trailer above, by the public during the storage period.

- 8. Kettle Creek Conservation Authority grants permission to the owner to enter, by foot, the campground area during the storage period for the purpose of inspecting the unit. Overnight occupancy or extended use is not permitted.

The trailer owner/occupant hereby acknowledges and accepts that no services (electrical, water, washrooms, etc.) will be available during the storage period.

- 9. In consideration of this application for a permit to store their trailer, the applicant being owner/occupant of such trailer, hereby undertakes to save harmless and agrees to indemnify the Kettle Creek Conservation Authority, its successors and assigns against any liability incurred by or attaching to it by reason of the granting of the said permission and any works, occupancy or use undertaken or realized in accordance therewith.
- 10. When the Application for Off-Season Trailer Storage Permit is completed and signed by the Applicant, and thereafter is approved and executed at the discretion of the director of operations, the application becomes an agreement in support of the issuance of a Trailer Storage Permit by Kettle Creek Conservation Authority under R.R.O.1990, Regulation 111.

- 11. Kettle Creek Conservation Authority reserves the right to revoke a Trailer Storage Permit at any time without notice.

I, the undersigned, hereby agree to comply with all the provisions, terms and conditions stated above, signed this

_____ Day of _____ 2012

(Signature of Applicant)

KCCA OFFICE USE ONLY

Acceptance: This application is recommended for approval by the director of operations.

Date: _____

Signature: _____

Denied: This application is denied by the director of operations.

Date: _____

Signature: _____

SECTION 5 - 2013 Conservation Area Fees

(See page 6)

The 2013 season runs from May 1st to September 30th , 2013.

The 2013 Fee Schedule for services and facilities provided at KCCA campgrounds is included on page 6. For more information, please call KCCA at (519) 631-1270 or e-mail KCCA at campgrounds@kettlecreekconservation.on.ca.

The KCCA mailing address is:

Kettle Creek Conservation Authority
R.R. #8, 44015 Ferguson Line
St. Thomas, Ontario
N5P 3T3

Payment of seasonal camping reservation fees amounting to \$400.00 must be received at KCCA by March 1st, 2013 (Section 4), in order to guarantee your site number. This \$400.00 reservation fee is non-refundable. Please note that all fees are due according to the Payment Schedule noted below in Section 4. **Failure to meet this schedule will result in a loss of seasonal camping privileges and your site will be opened to other seasonal campers on the waiting list.**

KCCA requires an updated database on available sites in order to attract new seasonal campers in the early spring of each year. This helps us to control the cost of camping, which benefits you and KCCA.

Charge for NSF cheques is \$40.00 each. KCCA will not accept post-dated cheques. If an NSF cheque is received by KCCA, regardless of reason, all future payments will only be accepted by cash, money order or certified cheque.

SECTION 6 - 2013 Reservation Payment Schedule

A \$400 reservation payment is required to reserve a seasonal site in 2013 and is non-refundable.

1st Payment	\$200.00	Due by 4 p.m. September 30, 2012 (application to camp in 2013)
Off-Season Trailer Storage	\$175.00	Due by 4 p.m. September 30, 2012 (application to store trailer, if applicable)
2nd Payment	\$200.00	Due by 4 p.m. March 1, 2013

Balance due by 4 p.m. May 1, 2013

Cheques may be held for processing (2-3 weeks) until the application is approved.

This schedule is mandatory. Failure to meet the schedule will result in the loss of seasonal camping privileges. The reservation fee of \$400.00 is non-refundable. Payments to camp in 2013 must be made in full by May 1, 2013 (4 p.m.) or an additional \$100 surcharge will apply.

Seasonal campers storing trailers (see Section 2) must submit their reservation payment, in the amount of \$400.00, by March 1, 2013 as per the above schedule. Failure to comply will result in the trailer being towed, at the owner's cost, as per the Trailer Storage Application found on page 3 and/or treated as abandoned as outlined in Section 8.

No partial payments will be accepted after May 1, 2013. If full seasonal payment is not received by May 7, 2013 the seasonal application is voided, a \$100 surcharge is applied and monthly/weekly/daily charges commuted from May 1 will apply to the account. For example, the following rate would apply to a camper not storing their trailer during winter:

Fee 15 amp site	\$1,702.00
Reservation fee paid	\$ 400.00
<u>Outstanding Balance May 1</u>	<u>\$1,302.00</u>
No payment by May 7, 2013	
\$100 surcharge	
Seasonal Application voided	
No refund	
Camper charged \$670.00 per month	

Seasonal camping is capped at 105 sites at each conservation area. Seasonal sites that become available are offered to seasonal campers on a waiting list.

If payment is not received by May 7 the camper must pay a \$100 surcharge and monthly/weekly/daily charges commuted from May 1 to remain in the park. However, they may not necessarily be accommodated on the same site. The seasonal site would be reopened to seasonal camping. The current camper must reapply for status as a seasonal camper, at which time full payment would be required to process the application. (For example \$1,702 for a 15 amp site.)

Seasonal status is a privilege and should be viewed as such. Seasonal campers are no longer just paying to camp. KCCA is reserving a site for the entire season. There is a price associated to that service.

Unpaid accounts will be forwarded to a collection agency.

Payments made between October 1, 2012 - April 30, 2013 by 4 p.m. can be mailed in or made at KCCA administration centre. We will accept cash, cheque, money order, certified cheque, debit or credit card. Payments after April 30, 2013 must be made at the gatehouse.



2013 Conservation Area Fees

Reservation fee by telephone ...\$13

Reserving a camping site ahead of time is a convenience. This fee covers administration costs, is in addition to camping fees and is non-refundable. For reservations call Dalewood at (519) 631-1009 or Lake Whittaker (519) 269-3592.

Online Reservation ...\$10

Reserve online at www.kettlecreekconservation.on.ca any time, any day.

Change/Cancellation ...\$9

There is a non-refundable fee of \$9.00 for each change or cancellation made to a reservation online or by telephone.

Camping fees

Both Dalewood and Lake Whittaker have coin operated showers; quarters are required. Firewood, ice cream, dry goods and bait are available at the campground stores.

Site Description	Un-serviced	Water, 15 amp	Water, 20 amp	Water, 30 amp	Water, 45 amp
Nightly	\$33	\$36	\$40	\$42	\$49
Weekly	\$207	\$224	\$242	\$262	\$298
Monthly	\$618	\$670	\$728	\$787	\$861
Seasonal	\$1,364*	\$1,702*	\$1,818*	\$1,938*	\$2,147*

*Note: Seasonal rates include the price of a second fridge and two seasonal vehicle passes. A \$100 surcharge will be applied if fee is not paid in full by 4 pm on May 1, 2013.

Trailers

Septic pumpout service (per scheduled pumpout) ...\$30
(per unscheduled pumpout) ...\$50

Winter trailer storage (subject to availability) ...\$175*

*(Note: A \$100 surcharge will be applied if fee is not paid in full by 4 pm on September 30, 2013 with a completed trailer storage application.)

Additional Vehicle passes

One vehicle permit is included with each non-seasonal camping permit. Any additional vehicles must purchase a vehicle pass at the time of campsite registration.

Daily ...\$8
Seasonal (May 1 - Sept. 30, 2013) ...\$75

Group Camping

Group camping is available at Dalewood and Lake Whittaker Conservation Areas. A minimum of 20 campers is required to qualify for adult group rates. Youth groups are also accommodated at Dan Patterson at a reduced rate. An application form is required. Please call for details.

Dalewood (519) 631-1009 Lake Whittaker (519) 269-3592

Day Use/Trail fees

Day use fees allow all occupants of a vehicle entrance to the conservation area and access (by foot/car) to designated areas. Seasonal passes are cost effective and valid at all KCCA areas.

Day use permit (per vehicle) ...\$8
Seasonal day-use (April 1 - Dec. 1, 2013) ...\$75
Buses (per bus) ...\$75

Dan Patterson Conservation Area

Day-Use

Dan Patterson is accessible for day-use with a seasonal day-use pass (see above.) Groups can rent the picnic shelter by negotiating a price through KCCA's Administration Centre (519) 631-1270.

Group Camping

Organized youth groups are welcome to camp overnight at a rate of \$2 per person per night. Arrangements can be made by calling (519) 631-1270.

Watercraft rentals

Permits are issued to persons 19 years of age or older. In addition to the fees listed below a \$25 refundable deposit is required.

Per hour ...\$16

Fishing Day Use Pass

Users must have a valid provincial fishing licence, if required by law, to purchase bait. Fishing day use pass fees support stocking Lake Whittaker with rainbow trout.

These fees include entrance fee, together with a vehicle and its occupants.

Fishing day use fee (per day) ...\$20
Seasonal fishing fee ...\$130

Conservation area fees and operating dates are subject to change.
Taxes (HST) included.

KCCA Refund Request Form

Refund requests must be completed in full, signed and dated to be processed. Please print clearly.
Cancellation of online reservation prior to arrival must be cancelled online for an immediate refund.

Name: _____

Address: _____ **Town:** _____

Postal Code: _____ **Telephone #:** _____

Refunds are subject to review and approval by the director of operations. You will be contacted via phone or mail if there is a problem issuing a refund. Please read carefully the refund policy found in Section 6 of the Seasonal Camping Permit Application and/or the reverse of this form. Refund Request Form may take up to 30 days to process.

Reason for refund: _____

Campground _____ Site #: _____

Amount Requested: _____

I understand that this request will be reviewed by the director of operations and if approved a cheque will be mailed.

Signature: _____ Date: _____

For Staff Use Only

Request received by: _____ Date: _____ Time: _____
Staff Signature

Please ensure that the CAMIS report and any other supporting documentation is attached to this request.

Refund Approved By: _____ Date: _____
Staff Signature

Total Payment Received: \$ _____

Deductions (Based on KCCA's Cancellation Refund Policy):

- Reservation Fee \$ _____
- Cancellation Fee \$ _____
- Forfeit One Night Stay \$ _____
- Other: \$ _____

TOTAL AMOUNT REFUNDED \$ _____

*(If refund approved, please find enclosed cheque in the amount noted above)

Refund Denied By: _____ Date: _____
Staff Signature

*Request was denied for the following reasons:

SECTION 7 - Refund Policy

The trailer storage (\$175.00) and the reservation fees (\$400.00) are non-refundable. If circumstances change and you later do not wish to return to camp for the 2013 season, please provide KCCA written notice.

All refund requests must be made in writing using Kettle Creek Conservation Authority's Refund Request Form (see Page 7). No cash refunds will be issued. All refund requests are processed through Kettle Creek Conservation Authority's Administration Centre. Requests may take up to 30 days to process. If a refund request is approved by the director of operations a cheque will be mailed to the address provided by the camper.

Camping is an outdoor experience. Therefore, no refunds will be approved for discomforts of nature including rain, snow, temperature changes or insects.

Day Use visitors are not eligible for a refund.

Camper evicted from the campground for any circumstance are not eligible for a refund.

Upon approval of the director of operations, refunds are calculated based upon the funds received minus the fees normally charged for the months, weeks, and nights already used prior to departure.

For example, the following rate would apply to a camper not storing their trailer during winter:

Refund request by camper submitted June 1, 2013

Reason: sale of trailer

Fee 15 amp seasonal site:	\$1702.00
Minus Reservation Fee:	- \$ 400.00
Minus one month of camping:	- \$ 670.00

Balance Refunded: \$ 632.00*

*(Upon approval of director of operations.)

SECTION 8 - Seasonal Camping Standards

(See also page 10)

Seasonal camping standards are outlined in this section. Seasonal campers must adhere to these standards. Campsite improvements are welcomed by the KCCA but are subject to written approval of the conservation area coordinator before work begins.

After delivery by registered mail 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 upon a KCCA invoice. Should the seasonal camper not pay the amount shown on the invoice, in full, by the prescribed date noted upon the invoice, the seasonal camper's existing campsite payments will be charged to cover the cost of the invoice total on a monthly, weekly, and daily fee. Seasonal camping privileges will be lost. Early departure from the campground will result.

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

Section 8 continued on page 10.

SECTION 8 - Seasonal Camping Standards

(continued from page 9)

- Sites must be kept clean and tidy at all times.
- Trailers must be road worthy, licenced and tidy at all times.
- Delivery of firewood by an outside source is not permitted in the campground. KCCA supplies seasonal campers with bulk firewood sales. Large wood compounds are not allowed. Any firewood or uncut board (pallets, lumber, etc.) must be cut and stacked.
- Any improvements to campsites (decks, patios, sheds, trailer pads, tree plantings, flowerbeds, portable garages, sunrooms etc.) are subject to approval by the conservation areas coordinator before work begins.
- Decks must not exceed the dimension of the awning on the trailer.
- Sunrooms and add-a-rooms are not allowed, except those that are prefabricated and specifically designed for park model trailers. All plans for prefabricated structures must be approved by the conservation area coordinator and meet all professional standards. Non prefabricated sunrooms and add-a-rooms in existence as of August 2008 will be accepted as grandfathered. However, if the trailer is to be sold the non prefabricated room must be removed prior to the occupancy of the new owner. Decks/porches may be screened or a roof attached; however, all construction must be approved by the conservation area coordinator and no portion of any additional structure can be attached to the trailer.
- No more than three pieces of equipment per site, only one of which may be a trailer or tent trailer. Dining tents, sheds, portable garages are considered pieces of equipment.
- Sheds must be no larger than 80 sq feet and no higher than 6' at the peak. Plans must be approved by the conservation area coordinator. Sheds must be painted a neutral colour and repainted on a regular basis.
- All boats, including canoes must be registered at the gatehouse.
- Seasonal campers are responsible for grass cutting and must supply their own lawnmower and gasoline.
- Due to conservation measures, lawn watering and vehicle washing are prohibited.
- Gravel pads are allowed for trailers and vehicles, but no crushed asphalt. All pads must have KCCA approval before construction begins.
- Outside full-size refrigerators must be stored in a locked shed, for the safety of children. Bar fridges are allowed on decks.
- 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 areas supervisor.
- 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.
- Utility trailers and boats should be stored in the visitor parking lot.
- Black water (toilet water) must be contained within the holding tank and disposed of at the proper facilities.
- Gray water (sink/shower water) must be disposed of according to health standards.
- Due to electrical demands on individual sites, the use of air conditioners and/or electric golf carts is only allowed on 30 amp (or higher) serviced sites.
- A trailer entering or exiting a campsite must do so without occupying another adjacent site. A trailer must be positioned upon a campsite to allow for expeditious removal. All seasonal site setups must be approved by the conservation area coordinator.
- Campsites are delineated by the corner posts at the front of the site; the back of the site is delineated by the servicing post. No alterations, construction or encroachments of any kind are allowed beyond the servicing post at the back of the site. If you are having difficulty determining site boundaries, please consult the director of operations or coordinator.
- In addition to the standards noted above KCCA's R.R.O. 1990, Regulation 111 also applies. This is not an exhaustive list.

SECTION 8 - Rules and Regulations

(See Pages 11 - 13)

Seasonal campers must abide by and adhere to the rules, regulations and standards included on pages 11- 13. Further, seasonal campers must recognize that the staff of KCCA are responsible for interpretation and enforcement of these rules, regulations and standards. **Note: On the Victoria Day Long Weekend (May 16 - 21, 2013) an alcohol ban will be enforced. Open consumption or possession of alcohol will result in an eviction.**



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 campgrounds 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 visitor's vehicles, must be parked in the designated parking area. Only the cost of one vehicle is covered with the camping fees. 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 illegal drugs

- Alcohol is only permitted on registered campsites. Intoxication 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.

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.



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 reject 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 pertinent 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 15 km/hr maximum;
3. damage to property, vehicles and the natural environment;
4. excessive noise;
5. drunkenness and/or substance abuse (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 destructing Kettle Creek Conservation Authority property.

Enforcement Protocols

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 cont'd

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 discretion.

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| <ol style="list-style-type: none"> 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 | <p style="margin-left: 20px;">conservation area.</p> <ol style="list-style-type: none"> 6. Second written warning, restitution and expulsion from conservation area. 7. Immediate expulsion from the conservation area, without refund, restitution (if applicable), with or without any prior written or verbal warning at the discretion of the area supervisor. Possible court charges may apply as well as a ban from re-entry. |
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SECTION 10 - Campsite Abandonment

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

- a) complete the trailer storage permit application form, pay the associated fee by September 30, 2012, **and** receive approval of such application by the director of operations;
- b) **or**, complete a seasonal camping permit application form and submit all required reservation fees by March 1, 2013 (See Section 4),
- c) **or** complete all seasonal camping payments by May 1, 2013 (see Section 4).

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.

SECTION 11 - Campsite Assignment

When the Seasonal Camping Permit Application and/or the Trailer Storage Permit Application is completed and signed by the applicant and thereafter is approved and executed at the discretion of the director of operations the application(s) become agreement(s) in support of permit(s) to be issued under Kettle Creek Conservation Authority's R.R.O. 1990, Regulation 111. The Seasonal Camping Permit and the Trailer Storage 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 the director of operations or conservation area coordinator for proper procedures. Campers should speak to the conservation areas 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 by KCCA or its designated representatives for the purposes of campground maintenance, operations, servicing, development and security.

KCCA will not accept campsite assignments by seasonal campers.

SECTION 12 - Guests and Visitors

Campers must register overnight guests at the gatehouse. Guests must obtain a guest pass, in addition to a vehicle pass, and will be charged \$3 a night per person as outlined in 2013 Conservation Area Fees.

Occupancy of the seasonal site may not exceed 6 people, visitors included, unless permission is given by the conservation area coordinator. **The seasonal permit holder must occupy the campsite.**

SECTION 13 - 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, thereto 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.

SECTION 14 - Payment Confirmation and Permit Issuance

(See Page 15)

After approval of this application and prior to KCCA's issuance of a Permit for Seasonal Camping for 2013, you must compensate KCCA for all charges and services utilized. All fees owing must be paid to KCCA by May 1, 2013.

Failure to so compensate will result in disapproval of the application, and/or non-issuance of a seasonal camping permit, and/or immediate eviction from your campsite by May 1, 2013. No further notice will be given by KCCA.

Please refer to Section 4 of this application.

SECTION 15 - 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 on page 6, or failure to adhere to the regulations, rules and policies of Kettle Creek Conservation Authority as found in this application, 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.

SECTION 16 - Acknowledgment and Agreement

The undersigned, as both owner of a trailer located within a campground facility owned and operated by Kettle Creek Conservation Authority and seasonal occupant for such trailer pursuant to a permit issued by Kettle Creek Conservation Authority, hereby acknowledges and agrees as follows:

1. That he/she has been advised and is aware that his/her trailer may be assessed as a structure pursuant to the Assessment Act (Ontario), which assessment will result in municipal tax liability chargeable to Kettle Creek Conservation Authority, which municipal taxes Kettle Creek Conservation Authority will pay, subject to any appeal to be asserted at the expense of Kettle Creek Conservation Authority.
2. That he/she agrees that, in the event that Kettle Creek Conservation Authority becomes liable to pay taxes attributable to the determination that his/her trailer is a structure, Kettle Creek Conservation Authority shall issue an invoice to the undersigned in the amount of such taxes paid and the undersigned shall pay the amount of such invoice to Kettle Creek Conservation Authority within thirty days of the date of such invoice.
3. That the agreement to reimburse Kettle Creek Conservation Authority for the tax liability and taxes paid as described above shall be considered a term and condition and, in part, consideration for the seasonal permit issued by Kettle Creek Conservation Authority to the undersigned for the 2013 camping season.

SECTION 17 - Application Submission Conditions

When the Seasonal Camping Permit Application and/or the Trailer Storage Permit Application is completed and signed by the applicant and thereafter is approved and executed at the discretion of the director of operations, the application(s) becomes agreement(s) in support of permit(s) to be issued under Kettle Creek Conservation Authority's R.R.O. 1990, Regulation 111.

For the purpose of this application and any resulting permit issued by KCCA, "trailer" is defined as a mobile unit of occupation and includes ancillary facilities such as shed, deck, and associated landscaping.

I have read and agree to the conditions of my seasonal camper application to camp as a seasonal camper on lands owned and operated by Kettle Creek Conservation Authority, including those conditions and stipulations found within this application.

I agree to abide by the rules and regulations of the Kettle Creek Conservation Authority for such camping privileges. I understand that I assume all responsibility for my campsite and the contents thereof, and for the actions of all persons I permit to enter or occupy my campsite. **Payment must be submitted for this application to be processed.**

I, the undersigned, solely declare that I have read, understand and agree to Sections 1 through 17 of this Application.

Applicant Signature: _____ **Date:** _____

We wish to thank all of our seasonal campers for their prompt completion and return of this form. We will then be better able to serve you and to control the costs of camping. Once again, thank you for your patronage.

SECTION 18 - Application Approval

KCCA Office Use Only _____

This application is recommended for approval by the director of operations.

Signature: _____ Date: _____

SECTION 19 - Application Denied

KCCA Office Use Only _____

This application is denied.

Signature: _____ Date: _____