

Section 16: Campground Operation

16.1 Policy Regarding Campground Operation

Nov 2010

Article V of the Rock Lake United Church Camp Society's objectives (*Section 1.2*) states: "To continue fund-raising by renting the camp and operating the adjacent campground, thereby ensuring our continued financial self-sufficiency", thus it is the Society's policy to operate a campground on the Rock Lake Camp property.

16.1.1 Autonomy of Campground

Nov 2010

The Board insists that the Church Camp and the Campground remain completely independent of each other at all times. In this regard the campground is limited to development across the creek from the church camp and the Society must maintain separate beaches at all times. Rules must be established and enforced that make certain that neither users of the church camp nor campers trespass on each other spaces.

16.1.2 Number of sites

May 2015

The Board has established, by resolution, that the maximum number of sites allowed at the campground is 82 (eighty-two).

16.1.3 Rental Policy

May 2015

The Board has established, by resolution, the rental policy for the campground as follows:

- a) One (1) site is to remain available for short term guests. This site is mainly for friends of our long term renters or members of the United Church of Canada, but by rule, is available to all. The renting of these sites shall be controlled by the Caretaker;
- b) Eighty (80) sites are to be rented on an annual basis of which control is vested in the Registrar as outlined below (*Section 16.2.1*).

The Board has established that all 80 of these sites are to be rented on a year-to-year basis with no guarantees to any renter beyond the current year - (*16.1.6*). Authority to rent these sites is solely at the discretion of the Board who designates this right to the Registrar. The camper has no inherent right to assign, loan, sub-let, or otherwise dispose of their site.

- c) One site is to be made available to the Caretaker for it's personal use if requested at no fee. The Society retains control of this site and if the current Caretaker does not want to use the site, it will revert to a regular rental site as in *b* above.

16.1.4 Annual Rental Period

Oct 2016

The Board has established that the annual rental year shall be from 16th of October through to the 15th of October of the following year. (Note: If a site is not renewed by Sep 15th of any given year, then it must be vacated no later than Oct 1st of that year to give new renters time to occupy their sites before the camp closes.)

16.1.5 Rental Rates

Feb 2015

Rental rates for the campground are to be established annually by resolution of the Board. Current rates are listed at *Schedule 12*.

16.1.6 Renewal Policy

Feb 2015

It is the policy of the Board that as long as a particular camper's application is to be accepted for the next camping season, then the individual who has that site would have first right of refusal for the site for each subsequent year on a year-to-year basis, providing that the completed application and all other required items are received, by the Registrar, prior to September 15th of any given year for the next camping season.

16.2 Authority & Management

16.2.1 Authority & Management

Apr 2014

Registrar

A Registrar, appointed by the Society from among the Board members, is responsible for renting the Campground to outside users following all rules and policies as determined by the Society.

Management

The management of the Campground is under the direction of the Caretaker who, as a Contractor, is contracted by and reports to the Society through the Director of Property & Maintenance.

In addition to providing year round security by living in the house provided on the site rent free, under the terms of a negotiated contract, the Caretaker is responsible for the management of, and all minor maintenance for the Camp, Campground & house (*Appendix 2*).

16.3 Priority

Apr 2014

The Registrar will establish a wait list for future campground rentals and is to assign vacant sites from this list in order of first-come-first-served.

16.4 Insurance

May 2017

All renters of campground sites must carry their own liability insurance as well as comprehensive insurance to cover any property at Rock Lake Camp. This would generally be covered through their homeowner's or tenants policies, but the onus is on each renter to ensure that they are covered. The Society carries no insurance for any campers' property used or stored at Rock Lake Camp. Renters should ensure that the United Church of Canada, BC Conference and the Rock Lake United Church Camp Society are listed as co-insurers under this endorsement.

16.5 Campground Application

May 2017

A sample Rental Application and Agreement Form is included at *(Form 23)*. The Registrar may amend the style of the form as he/she sees fit, keeping in mind the following information:

1. It must remain an 'Application' giving the Society the right to refuse any request without explanation.
2. The fee is to be set annually by the Board.
3. Payment schedule and registration rules must remain as follows unless changed by the Board.

Applications must be received by the Registrar by September 15th of each year for the next camping season. These applications must be accompanied by a maximum of six cheques as follows: one cheque for 10% of the total annual fee dated September 15th of the year of the application, one cheque for 10% of the annual fee post-dated to October 15th of the year of the application and four other cheques, each for a minimum of twenty per-cent (20%) of the annual rent post-dated for December 1st of the year of the application, February 15th of the following year, March 31st of the following year and May 15th of the following year.

4. The waiver, as detailed below, must not be changed without Board approval.

WAIVER: If my registration request is accepted, I agree to take responsibility for all those residing within or visiting on my site. I have read the applicable season's Rules, Regulations and Information Sheet for Campground users and agree to abide by them and pass them on to the aforementioned people. I confirm that I carry the insurance required and will not hold the Society or the United Church of Canada responsible for any accident, loss or damage that incurs anywhere on the property during this camping season.

I understand that acceptance of this registration request will be at the sole discretion of the Rock Lake United Church Camp Society based on constitutional requirements, the number of sites available, the total number of requests received and my previous year's conduct. I further understand that acceptance of this request will be for the *(insert date)* camping season only, with no automatic right of renewal for subsequent camping seasons inferred or implied.

I further understand that I have no inherent right to assign, loan, sub-let, or otherwise dispose of this site.

16.6 Rules & Regulations

Sep 2010

All users of the Campground must adhere to the Rules and Regulations for Camp use as defined in *(Appendix 8)*.

16.7 Campground Layout

May 2015

A map of the campground can be found at *(Schedule 7)* of this manual.

This page intentionally left blank