



POLICY: RIVERSIDE MUNICIPAL CAMPGROUND

SECTION: Works & Operations **POLICY #:** REC-008

PREPARED BY: Dianna Plouffe **PAGE:** 1 of 6
Director of Corporate Services

EFFECTIVE DATE: January 28, 2020

SUPERSEDES: OPS-008 Riverside Municipal Campground

AUTHORIZED:

Gladys Atrill
Deputy Mayor

Alan Harris
Chief Administrative Officer

PURPOSE:

This policy provides a framework for staff to create consistency in the operation of the Riverside Municipal Campground.

DEFINITIONS:

In this policy unless the context otherwise requires:

"Camp" means to occupy a campsite, to set up a tent or other shelter or to remain overnight.

"Campground" means the lands designated as Riverside Municipal Campground located at 3843-19th Avenue, Smithers, BC.

"Campground Attendant" means on site Attendant contracted by the Town of Smithers to provide campground management services.

"Campsite" means an area of the campground designated to accommodate one party".

"Group campsite" means an area of the campground designated to accommodate multiple "parties".

"Litter" means any recyclable or waste item as defined in the Town of Smithers Solid Waste Collection Bylaw.

"Operator" means the Town of Smithers.

"Party (parties)" means up to six persons per campsite, of whom at least one is 19 years old or older. Other than tents, a party may only have

- i) one recreational vehicle and one non-recreational vehicle; or
- ii) one non-recreational vehicle and one legally towed trailer that is a trailer primarily designed as temporary living quarters for recreational or travel use.

POLICY:

The Town of Smithers will maintain a municipal campground that is inclusive and safe for all patrons, Town Staff, the Campground Attendant and contractors.

RESPONSIBILITY:

Town of Smithers.

FEES:

Campground Fees and Charges will be charged in accordance with the Town's Fees and Charges Bylaw, as may be amended from time to time.

REGULATIONS:

Disturbance Prohibited

A person or party must not create or cause a disturbance in the campground between the hours of 10 p.m. and 7 a.m., and must not operate or permit another person to operate any device that produces sound at a level which a reasonable person would determine disturbs the peace and quiet of:

- i) An occupant of another campsite; or
- ii) An occupant of a property neighboring the campground.

Damage to Vegetation Prohibited

A person or party must not use or damage vegetation from the campground.

Designated Representative

- a) Every party occupying a site must designate one person to be the designated representative of that party.
- b) The designated representative must be 19 years of age or older.
- c) The designated representative must be responsible for:
 - i) the registration of the party;
 - ii) the payment of fees required to be paid by that party under this regulation; and
 - iii) the actions and conduct of each person in the party and each guest and visitor of that party while in the campground.

Registration Required

The designated representative of the party that camps or uses facilities of the campground must register with the Campground Attendant or Operator, as the case may be, by providing all of the following information:

- i) The correct name of the designated representative;
- ii) The number of persons in the party;
- iii) The mode of transportation of the party (including license plate numbers);
and
- iv) Any other information reasonably required to identify the party.

Controlled Public Access

A person must not, between the hours of 10 p.m. and 7 a.m. the following day, enter or remain in a campground except:

- i) a person who is the member of a registered party; or
- ii) as authorized by the Operator.

Payment of Fees

The designated representative of a party that camps or uses a campsite must pay the Campground Attendant or Operator the fees established by Town of Smithers Recreation Fees and Charges Bylaw.

Fee Collection Period

Fees are levied on an overnight basis. The overnight period commences at 12 noon and terminates at 11 a.m. the following day. Occupiers of a site beyond 11 a.m. during any stay are required to pay the full daily fee. Failing to pay fees will result in eviction (See Eviction).

Length of Stay

A party may not camp for more than 14 consecutive days. The party must leave the campground for a minimum of 72 hours before returning for another stay of up to 14 days or as approved on a case by case basis by the Operator.

Responsibility for Action of Minors

All minors must remain in the custody and care of an adult and are not permitted to remain on the site unsupervised.

Litter Only Permitted in Receptacle Provided

- a) A person must not deposit litter in the campground except in a receptacle provided that purpose by the Operator.
- b) If a receptacle is full or is not available, a person must not leave litter in the campground.

Signs

- a) The Operator may erect a sign or deliver a flyer specifying activities which are permitted, prohibited or restricted.
- b) Every person must observe and obey every prohibition and restriction determined by the Operator under subsection (a).

Fires

- a) A person must not start or maintain a fire in the campground unless the fire is:
 - i) in a fire pit provided by the Operator;
 - ii) not more than 0.5 metres in diameter and 0.5 metres in height; and
 - iii) not subject to a fire ban.
- b) A person who starts or maintains a fire must extinguish the fire when that person leaves the campfire unattended.
- c) The Operator may at any time:
 - i) prohibit a fire in the campground;
 - ii) extinguish a fire; or
 - iii) require that a fire be contained within a device approved by the Operator.

Illegal Parking and Tow Away

- a) No vehicles are permitted in the designated camping area:
 - i) without valid insurance;
 - ii) unless the vehicle belongs to a registered party or group; and
 - iii) unless in a site designated by the Operator or signage
- b) If a vehicle is stopped or parked in contravention of section (i), the Operator may affect the removal of the vehicle to a place of impoundment and any costs incurred by that removal are the sole responsibility of the owner of the vehicle.

Control of Domestic Animals

- a) Except as authorized by the Operator, a person must not allow a domestic animal to enter or remain in the campground unless restrained by a leash not longer than two metres, or confined in a camper, trailer, crate or enclosure.
- b) Animals must not be confined in a car or truck, or be left unattended in a manner described above in (a), whether confined or not.
- c) A person who has a domestic animal in the campground must dispose of animal waste in a manner and at a location where the waste will not cause a public inconvenience or annoyance.

Consumption of Alcohol

Except as authorized by the Operator, a person must only responsibly consume alcohol within their registered campsite.

Right to Refuse

The Town of Smithers retains the right to refuse a party from booking a campsite when it is warranted because of the party's former behavior at the campground.

Evictions

- a) The Town of Smithers retains the right to evict or have removed any party or group acting contrary to any Policy or law
- b) Evictions are considered to be immediate unless otherwise stated by the Operator or RCMP
- c) A person who is evicted is not entitled to a refund of any fee and may have belongings and or vehicle removed.

PROCEDURE:**Campground Registration**

- a) Campsites, are on a first-come first-served basis, unless reservations have been made.
- b) Fees are due upon registration.
- c) Fees are refundable with three days' notice prior to arrival.

EXCEPTIONS:

The Operator may at any time make exceptions to this policy.

APPENDIX A

RIVERSIDE MUNICIPAL CAMPGROUND SITE PLAN

