

## **CAMPING RULES AND PROCEDURES**

### **INSTRUCTIONS ON USE OF THE CAMP PROPERTIES**

Thank you for choosing a Scouts Canada camp for your Camping or Outdoor experience. Providing a Camping or Outdoor experience is an important part of any Scouting program. These are the parts of Scouting that are most remembered by our youth.

It is important then for all of us to make sure that we make these experiences as safe as possible at all times. We must ensure that we have had all the appropriate training in the activities we have planned; it is important that we know the layout of the area we are going to and it is important that other people know where we are going and that we have done everything necessary to protect our greatest asset...Our Youth.

It is important to remember that any Scout camp is **your** camp. Keep it clean, neat and in top shape. Maintain good relations with **your** neighbors, both inside camp and outside camp. As Scouts we leave a campsite better than we found it. We look forward to your coming to camp. Here are a few "DO's" and "DONT'S" to make sure you and other campers have a great time.

At all times Groups should follow the procedures laid out in "By-Law, Policies and Procedures" Section 10000 in regards to camping and outdoor activities. At all times groups will be expected to follow the "Duty of Care" (Section 7000) mandated by Scouts Canada- National Council. Both of these documents are available on the National Council website at: [www.scouts.ca](http://www.scouts.ca) Click on "For Leaders" and "By-Law, Policies and Procedures"

### **BEFORE GOING TO CAMP**

One of the first things that you should be familiar with is Section 10000, of "By-Law, Policies and Procedures". This covers the appropriate Policies and Regulations about Camping and Outdoor Activities. These will give you the necessary guidelines to follow for any Camping and Outdoor experience.

After your camp is booked and paid for, and before going to camp, please ensure that you have filled in the Camping and Outdoor Activity Application. You should have a completed Parent/Guardian Consent Form for all youth under 18 attending camp and an up-to-date Physical Fitness Certificate for everyone going to camp. To ensure that you are ready to go to camp, use the handy Safety Checklist provided in the "By-Law, Policies and Procedures" (Section 20000). This will ensure that you have completed all steps and are prepared to go to camp. Your leadership team should also be aware of and have discussed, the Emergency Plan/Action Plan.

If you have any youth or adults attending a weekend camp, who are not registered, you will need to fill in the Individual Hold Harmless and Indemnity Agreement. This form is signed to acknowledge that they realize that Scouts Canada Insurance does not cover them while on the activity, that their own insurance will cover them and that they undertake these activities at their own risk. All adults who are attending camp with their own youth as a Parent/Guardian and who's primary responsibility is their own child (ren), do not need a clean Police Records Check as long as they are supervised by at least two registered Scouters. If an adult is in attendance as a Volunteer Helper/Resource Person, who is not accompanying their child/youth, then they must have a clean Police Records Check and three reference checks, as

outlined in the Screening Level Chart in “By-Law, Policies and Procedures” (Section 3001.2) if they are staying in camp. If they are only in camp for the day, they do not need to provide a clean Police Records Check, as long as they are supervised by at least two registered Scouters. In either case a review of the Duty of Care document (Section 7000) is essential, as well as an introduction of the individual to the youth and an orientation to their role. The screening level chart in section 3000, page 5 gives all the information needed for any situation.

If you are traveling outside Canada with your group, you will need to fill in and submit the Tour Permit. The form has all the information you require on how to fill it in and how to submit it. Please allow four weeks for it to be processed properly. The form needs to be signed by your Group, your Council and the National office.

The Camping and Outdoor Activity Application, Safety Checklist and a Camping/Outing Plan should be completed before going on any Camp or Outing and should be submitted to your Group Committee. Your Group Committee should then forward a copy of these forms to your Council Executive Director.

All of these forms are in the “By-Law, Policies and Procedures” Section 20000, which is available on the Scouts Canada-National Council website ([www.scouts.ca](http://www.scouts.ca)) and are the only forms that are recognized by Scouts Canada.

## **LETHAL WEAPONS**

Firearms and other lethal weapons are not allowed on Scouts Canada properties, with the exception of authorized, Scouts Canada run, ranges. If Archery or Firearm shooting is offered by the camp, all youth must have signed permission from their parent/guardian before being allowed to use the ranges. Firearm shooting is limited by Canadian law to any youth “Scout age” and older. Archery may be done by youth “Cub age” and older.

Please see “By-Law, Policies and Procedures” Section 13000, page 13 & 14 for a complete description of the policy on Lethal Weapons.

## **INCIDENT AT CAMP**

As much as we try to protect the youth and adults at camp from harm, sometimes things happen. If you have an incident at camp which could potentially lead to a claim against Scouts Canada, you need to fill in and submit an “Incident Report Form”, found in section 20000 of the “By-Law, Policies and Procedures”, within 24 hours. Instructions are on the form on how to fill it in and where to submit it.

The procedure to follow is to inform the Camp Ranger or Warden, the appropriate emergency service if required, provide whatever aid is necessary before the emergency service arrives and keep everyone calm. Once the person has been taken care of, please fill in the “Incident Report Form” with witness names and details, describe what happened and whatever follow up was necessary. This could include any medical records regarding treatment. Once the form is completed, it should be submitted by fax to the National Office and a copy submitted to your local council office. If there are any changes after submitting the form, you should inform Scouts Canada as soon as possible.

## **TWO-DEEP LEADERSHIP**

No less than two adults (one of whom must be a member) must be present at any Beaver, Cub or Scout section meeting, activity or event. This regulation protects both the youth and adult members.

How does this apply to the transportation of youth members? The expectation is that any adult, *who is acting on behalf of Scouts Canada*, must never be alone in a car with youth members who are not their own children. This differentiates between the two roles an adult may have as both a parent and an adult volunteer member. If the situation is a function of their role as an adult member, there must be two adults present. If instead the situation is a function of their role as a parent, they will have to make their own decision as to what is appropriate.

Here are some examples to help explain common situations:

1. Two neighboring parents of Beavers share the driving of their children to and from the colony meetings. One of the parents is a Beaver Leader (or a Group Committee Chair), and the other is not. Can the parent who is also a Beaver Leader still drive the other child to Beavers when it is his/her turn without having another adult in the car?

*Yes, as the Beaver Leader is not acting on behalf of Scouts Canada but rather is acting as a parent and on behalf of the other parent.*

2. The same Beaver Leader is arranging transportation for all the Beavers to a local Ecology Centre. Can this Beaver Leader take Beavers other than his own child in his car without having another adult along?

*No, as the Beaver Leader, in arranging the transportation, is acting on behalf of Scouts Canada. He can drive other Beavers, but must have a second adult present.*

3. The Group Committee recruits a parent (who is not a registered member) to act as a driver for an upcoming outing. All of the requirements under 'duty of care' for a casual volunteer helper/driver have been followed, including assuring he/she is licensed and insured. Can this driver be alone in his/her car with youth members that are not his/her children?

*No, as this parent is acting on behalf of Scouts Canada, the policy of no less than two adults present applies.*

4. Parents have been advised to pick up their children at the campsite at the end of a weekend Cub camp. The parent of one of the Cubs, who is also a Beaver Leader, arrives to pick up his own child, and the children of two of his neighbors. Is this acceptable?

*Yes, as the adult (Beaver leader) is not acting on behalf of Scouts Canada, but rather is acting as a parent and on behalf of the other parents.*

Generally speaking, Scouts Canada's adult members should not be providing transportation. Most of the time, transportation should be a parent's responsibility. Leaders can provide the resources to parents to enable them to coordinate transportation and carpool (such as providing contact information to parents of other children who will be participating in the activity), but generally should try to not be the transportation provider. Where it is unavoidable, consideration should also be given to a commercial provider.

## **CHILD BOOSTER SEATS**

The Ontario government is protecting the province's children by making child car seats and booster seats the law for all drivers traveling with young children.

A new law (An Act to Enhance the Safety of Children and Youth on Ontario's Roads, Bill 73, December, 2004) went into effect September 1<sup>st</sup>, 2005, making it mandatory for anyone transporting children to make sure children are properly secured in either an infant seat, child seat, or booster seat. This would apply to all caregivers, from babysitters to grandparents.

Booster seats are required for children:

- Under the age of eight, or:
- Weighing more than 18 kg but less than 36 kg (40-80 lbs), or,
- Who stand less than 145 cm (4 feet 9 inches) tall.

A child can start using a seatbelt alone once any one of the following criteria is met:

- child turns eight years old
- child weighs 36 kg (80 lbs)
- child is 145 cm (4 feet 9 inches) tall.

When a child can sit against the vehicle's back seat, with legs bent comfortably over the edge of the seat and the shoulder belt flat across their shoulder and chest, the child is ready to be fully protected by an adult seatbelt.

Children under 13 years of age are safest in the rear seat of a vehicle, away from active airbags. Drivers are responsible for ensuring passengers under 16 years of age are properly secured.

Drivers who fail to use booster or child car seats, or who use them incorrectly, face two demerit points plus a \$110 fine (a \$90 fine plus a \$20 victim fine surcharge).

For more information please see the Ministry of Transport website at: [www.mto.gov.on.ca](http://www.mto.gov.on.ca)

## **FIREWOOD AT CAMPS**

In recent years there have been a number of insect infestations of trees and, by extension, the firewood from those trees, most notably the Asian Long Horned Beetle and the Emerald Ash Borer. By bringing firewood to camp, which is not from the local area immediately around the camp, you are helping to spread these pests. We would ask that you please use the wood from the camp itself or the immediate area around the camp. This will help the Ministry of Natural Resources to contain the infestations as well as protecting our valuable property from losing it's trees. While this should apply to all areas, the zones of special concern are Windsor/ Essex, Sarnia/ Lambton, Chatham/ Kent where the Emerald Ash Borer is doing damage, and Toronto/ Vaughan where they are trying to contain the Asian Long-horned Beetle. Fines are possible of up to \$1500 per incident but the government is trying to use education currently. Generally the only way to stop the infestations is to cut down the trees, something that would destroy our properties and the reasons we use them.

Each camp has a different policy in regards to the sale of firewood or the use of deadfall. Blue Springs and Everton sell firewood for a nominal cost, Goodyear, Woodland Trails, Haliburton, Manitou, and Wildman, all allow you to use whatever deadfall is available, within reason. Please help us to protect our properties.

## EMERGENCY CONTACT INFORMATION

### Camp Addresses

#### **Barber Scout Camp**

(Bookings)  
Brian Millie  
(519) 821-7935

#### **Everton Scout Camp**

5286 7th Line RR #4  
Rockwood, Ontario  
N0B 2K0

#### **Mohawk**

98 Carisbrook Dr  
Kitchener, Ont

#### **(Bookings)**

Peter Miller  
(519) 742-8325

#### **Blue Springs Scout Reserve**

14009 6<sup>th</sup> Line RR#1  
Acton, Ont  
L7J 2L7

#### **Goodyear Memorial Scout Camp**

753334 2<sup>nd</sup> Line EHS Mono RR #5  
Orangeville, Ontario  
L9W 2Z2

#### **Brampton Scout Hall**

10747 Heart Lake Rd  
Brampton, Ontario  
L6T 3S1

#### **Haliburton Scout Reserve**

Box 450  
Haliburton, Ontario  
K0M 1S0

#### **Wildman Scout Camp**

299 Concession 8 West  
Tiny Township, Ont  
L0L 1X0

#### **Camp of the Woodland Trails**

10499 6<sup>th</sup> Line Nasagaweya  
Milton, Ont

#### **Leathem Scouting Centre**

14919 Kennedy Rd  
Stouffville, Ontario  
L4A 7X5

#### **Woodland Trails Scout Camp**

14919 Kennedy Rd  
Stouffville, Ontario  
L4A 7X5

#### **Charl'Bro Scout Camp**

156-164 Dewar Street  
Big Bay, Ontario

#### **Manitou Scout Camp**

7484 Twiss Rd  
Campbellville, Ontario  
L0P 1B0

#### **(Bookings)**

Barb Myatt  
(519) 376-5260

### Emergency contact numbers for the camps:

-Barber	-(519) 836-1810	-Leathem Scouting Centre	-(905) 888-1786
-Blue Springs	-(519) 853-2209	-Manitou	-(905) 878-2293
-Brampton Scout Hall	-(905) 451-3249	-Mohawk	
-Camp of the Woodland Trails	-(905) 299-1945	-Wildman (Cahiague Cabin)	-(705) 361-1911
-Charl'Bro		-Wildman (Toanche Cabin)	-(705) 361-1434
-Everton	-(519) 856-0651	-Woodland Trails	-(905) 888-1986
-Goodyear	-(519) 216-1241		
-Haliburton –July/August	-(705) 448-9275	-Toronto Council Office	-(416) 490-6364
-Haliburton -May/June		-Camping Department	-Ext 233 (Mark)
September/October	-(519) 216-1241		-Ext 236 (Ted)

**Closest Hospitals to the camps:**

**Barber**

Guelph General Hospital  
115 Delhi St  
Guelph, Ont  
N1E 4J4  
(905) 494-2120

**Everton**

Guelph General Hospital  
115 Delhi St  
Guelph, Ontario  
N1E 4J4  
(519) 822-5350

**Manitou**

Joseph Brant Memorial  
Hospital  
1230 North Shore Rd  
Burlington, Ontario  
L7R 4C4  
(905) 632-3730

**Blue Springs**

Guelph General Hospital  
115 Delhi St  
Guelph, Ont  
N1E 4J4  
(905) 494-2120

**Goodyear**

Headwaters Health Care Centre  
100 Rolling Hills Dr  
Orangeville, Ontario  
K9W 4X9  
(519) 941-2410

**Mohawk**

**Brampton Scout Hall**

William Osler Health Centre  
20 Lynch St  
Brampton, Ontario  
L6W 2Z8  
(905) 494-2120

**Haliburton Scout Reserve**

Haliburton County Hospital  
Box 115  
Haliburton, Ontario  
K0M 1S0  
(705) 457-1392

**Wildman**

Huron District Hospital  
1112 St Andrew's Dr  
Midland, Ontario  
L4R 1N6  
(705) 526-1300 ext 3536  
/3529

**Camp of the Woodland Trails**

Halton Health Care Services  
30 Derry Rd E  
Milton, Ontario  
  
(905) 878-2383

**Leathem Centre**

South Lake Regional Health  
Centre  
596 Davis Dr.  
Newmarket, Ontario  
L3Y 2P6  
(905) 895-4521

**Woodland Trails**

South Lake Regional Health  
Centre  
596 Davis Dr.  
Newmarket, Ontario  
L3Y 2P6  
(905) 895-4521

**Charl'bro**

## **DIRECTIONS TO CAMPS**

### **BARBER SCOUT CAMP**

1)

- From Orangeville, follow Road 24 to Watson Rd (just past Guelph Lake).
- Follow Watson to Stone. Turn west on Stone.
- Cross Bowstring Bridge and take 1<sup>st</sup> left opening

2)

- From Kitchener Waterloo, take Hwy 7 or Hwy 401 to Hanlon Expressway
- Follow Hanlon to Stone Rd and go through to Barber

3)

- From Toronto take Old Highway #6 north (Brock Rd) to Stone Rd.
- Turn right on Stone and continue east across the railroad tracks.
- Take next opening on the right (before Bowstring Bridge) and enter Barber Camp through Gates

### **BLUE SPRINGS**

1)

- Take Highway 401 east to Guelph Line
- Take Guelph Line North to Halton Road #12
- Turn right and follow Halton Road #12 east to 6<sup>th</sup> Line Milton
- Turn Left and follow 6<sup>th</sup> Line north to Blue Springs Camp

2)

- Take Highway 401 west to Highway 25
- Take Highway 25 north to Halton Road #12
- Turn left and follow Halton Road #12 west to 6<sup>th</sup> Line Milton
- Turn right and follow 6<sup>th</sup> Line north to Blue Springs Camp

3)

- Take highway 7 to 6<sup>th</sup> Line Milton
- Turn and follow 6<sup>th</sup> Line Milton south to Blue Springs Camp

### **BRAMPTON SCOUT HALL**

- Take Highway 401 to Highway 410
- North on 410 until it becomes Heart Lake Rd
- Brampton Scout Hall is located just north of Sandlewood Parkway on the east side

### **CAMP OF THE WOODLAND TRAILS**

- Take Highway 401 to exit 320 (Highway 25)
- Take Highway 25 North to #5 Sideroad
- West on #5 Sideroad to 6<sup>th</sup> Line Nasagaweya
- South on 6<sup>th</sup> Line Nasagaweya to fire # 10499 on the east side of the road

## **EVERTON**

1)

- Take Highway 401 to Highway 25
- North on Highway 25 to Highway 7
- West on Highway 7 to 7<sup>th</sup> Line Eramosa
- North on 7<sup>th</sup> Line to the Camp

2)

- Take Highway 7 east to 7<sup>th</sup> Line Eramosa
- North on 7<sup>th</sup> Line to the Camp

3)

- Take Highway 24 to 7<sup>th</sup> Line Eramosa
- South on 7<sup>th</sup> Line to the Camp

## **GOODYEAR**

- Take Highway 9 to Highway 10
- North on Highway 10 to Hockley Rd
- Take Hockley Rd to the fork (Hockley Road & #5 Sideroad)
- Go Straight through on #5 Sideroad to 1<sup>st</sup> Left (1<sup>st</sup> Line EHS)
- Turn Left and follow road to camp gate

## **HALIBURTON SCOUT RESERVE**

1)

- From Toronto take Hwy 401 East to Hwy 115/35 North. If travelling west on the 401, take Hwy 401 West to Hwy 115/35. Take this exit.
- Follow Hwy 35 North to the Town of Minden.
- On the other side of Minden, there is a sign at Hwy 121 North, which says Haliburton Village. Turn Right.
- Follow Hwy 121 North to the Town of Haliburton. Turn right at the lights onto Hwy 118.
- Follow Hwy 118 to the Kennaway Road (Approx. 5 miles). This road will be on your left. Take this road.
- Follow the paved Kennaway Road to the dirt Kennaway Road. Turn Right.
- Follow the Kennaway Road past the Camp Samac Adventure Base gate, through the Haliburton Scout Reserve boundary Gate, past the Hurst Lake Area Gate (this will be on your left) to the West Gate into the Kennabi Lake Area (Approx. 7 miles).
- During the summer, go through this gate. Follow the road into the Parking Lot and park your vehicles where indicated by the Parking Lot personnel.
- Once your entire Group has arrived, go to the far side of the parking lot, past the totem pole and check in with the Camp Director at Kennabi Lodge. Once checked in, please wait until your number has been called and then follow the instructions of the Parking Lot Manager and his/her Staff. This will ensure that you are barged to site as quickly as possible.
- In the spring and fall, please continue past the West Gate to the Kennabi Lake Area and enter through the North Gate into the Kennabi Lake Area and check in with the Camp Ranger.



2)

- Take Hwy 404 to Davis Drive. Turn Right.
  - Follow Davis Drive East to Hwy 48. Turn Left.
  - Follow Hwy 48 to Hwy 48/12. Turn Left.
  - Follow Hwy 48/12 north to Hwy 48. Turn Right.
  - Follow Hwy 48 North to Hwy 35. Turn Left.
  - Follow Hwy 35 North to the Town of Minden.
  - On the other side of Minden, there is a sign at Hwy 121 North, which says Haliburton Village. Turn Right.
  - Follow Hwy 121 North to the Town of Haliburton. Turn right at the lights onto Hwy 118.
  - Follow Hwy 118 to the Kennaway Road (Approx. 5 miles). This road will be on your left. Take this road.
  - Follow the paved Kennaway Road to the dirt Kennaway Road. Turn Right.
  - Follow the Kennaway Road past the Camp Samac Adventure Base gate, through the Haliburton Scout Reserve boundary Gate, past the Hurst Lake Area Gate (this will be on your left) to the West Gate into the Kennabi Lake Area (Approx. 7 miles).
- During the summer, go through this gate. Follow the road into the Parking Lot and park your vehicles where indicated by the Parking Lot personnel.
- Once your entire Group has arrived, go to the far side of the parking lot, past the totem pole and check in with the Camp Director at Kennabi Lodge. Once checked in, please wait until your number has been called and then follow the instructions of the Parking Lot Manager and his/her Staff. This will ensure that you are barged to site as quickly as possible.
- In the spring and fall, please continue past the West Gate to the Kennabi Lake Area and enter though the North Gate into the Kennabi Lake Area and check in with the Camp Ranger.

3)

- Take Hwy 400 North to Hwy 12 at Orillia
  - Follow Hwy 12 to the Rama Road. Turn left.
  - Follow the Rama Road to Hwy 503. Turn right.
  - Follow Hwy 503 to Hwy 35. Turn left.
  - Follow Hwy 35 North to the Town of Minden.
  - On the other side of Minden, there is a sign at Hwy 121 North, which says Haliburton Village. Turn Right.
  - Follow Hwy 121 North to the Town of Haliburton. Turn right at the lights onto Hwy 118.
  - Follow Hwy 118 to the Kennaway Road (Approx. 5 miles). This road will be on your left. Take this road.
  - Follow the paved Kennaway Road to the dirt Kennaway Road. Turn Right.
  - Follow the Kennaway Road past the Camp Samac Adventure Base gate, through the Haliburton Scout Reserve boundary Gate, past the Hurst Lake Area Gate (this will be on your left) to the West Gate into the Kennabi Lake Area (Approx. 7 miles).
- During the summer, go through this gate. Follow the road into the Parking Lot and park your vehicles where indicated by the Parking Lot personnel.
- Once your entire Group has arrived, go to the far side of the parking lot, past the totem pole and check in with the Camp Director at Kennabi Lodge. Once checked in, please wait until your number has been called and then follow the instructions of the Parking Lot Manager and his/her Staff. This will ensure that you are barged to site as quickly as possible.
- In the spring and fall, please continue past the West Gate to the Kennabi Lake Area and enter though the North Gate into the Kennabi Lake Area and check in with the Camp Ranger.

## **MANITOU**

1)

- Take Highway 401 to the Guelph Line
- Go south on Guelph Line to Steeles Ave
- Take Steeles Ave West to Twiss Rd
- Take Twiss Rd South to the Camp

2)

- Take QEW to the Guelph Line
- Go North to Derry Rd
- Take Derry Rd West to Twiss Rd
- Take Twiss Rd North to the Camp

## **WILDMAN**

1)

- Take Highway 400 north to Barrie
- Take Bayfield Street exit and turn left (also known as County Road 27)
- Follow County Road 27 through Elmvale to County Road #6
- Turn Left and follow County road #6 through Wyevale to the 6<sup>th</sup> Concession Rd (This is the first road after Wyevale)
- Follow 6<sup>th</sup> Concession approximately 2 Km and choose the right fork each time you have a choice to Tiny Beeches Road
- Follow Tiny Beeches Road to the 8<sup>th</sup> Concession and turn right.
- Follow Concession #8 to Wildman
- For Cahiague Lodge, Teanaustaye Lodge and Sondaqua Adirondack –Use Gate #1
- For Toanche and all other Adirondacks –Use Gate #2

2)

- Take Highway 12 west to through Midland to Highway 93.
- Turn Right on Highway 93 and go north to County Road 25 (Perkinsfield Road)
- Turn left and follow County Road 25 through Perkinsfield to Tiny Beaches Road.
- Turn Left and follow Tiny Beaches Road to Concession #8
- Turn Right onto Concession #8 and follow it to Wildman
- For Cahiague Lodge, Teanaustaye Lodge and Sondaqua Adirondack –Use Gate #1
- For Toanche and all other Adirondacks –Use Gate #2

## **WOODLAND TRAILS SCOUT CAMP**

- Take Hwy 404 North to the Aurora Sideroad. Turn Right.
- Follow the Aurora Sideroad East to Kennedy Road. There is a Restaurant on the corner called Hanson's. Turn Right. This will be the 2<sup>nd</sup> stop light past Hwy 404.
- Follow Kennedy Road South for approximately 1 km or 1/2 mile to Woodland Trails Scout Camp. The Camp is on the Left or East side of the road. There is a sign on the front lawn.

-If you are going to the **LEATHEM SCOUTING CENTRE:**

- Once inside the parking lot at Woodland Trails go to the far side of the parking lot. There will be a gate there.
- Go through the gate and turn right.
- Follow the road until you see a sign that says Conference Centre. Turn right.
- Follow this road until you reach the Scouting Centre.

**SCOUTS CANADA**  
**Central Ontario Administrative Centre**

**Facility Rules and Regulations for the use  
of Scouts Canada Properties.**

The following rules are supplements to the Scouts Canada –"By-Law, Policies and Procedures" Section 10000. Our aim is to keep the "OUT" in Scouting. The rules are not intended to restrict your activities, but to ensure all users of fair access, safe conditions and quality programming.

Enjoy the facility, which in the spirit of Scouting, means use it, but do not abuse it. It is YOUR property. **Please remember; always try to leave it in better condition than you found it. - "No Trace Camping".**

**CHECK IN**

1. Groups must check-in and checkout with the *Volunteer/Paid Camp Staff On Duty* upon arrival and departure as indicated on your permit. Please advise the **VOLUNTEER/PAID CAMP STAFF ON DUTY** of your anticipated departure time. Check in time is after 7:00 pm on Friday Night and Check out is prior to 2:00 pm on Sunday unless otherwise arranged with the Council Office or Camp Staff.

During July and August, arrival time for Haliburton Scout Reserve is after 12:00 noon on Saturdays. Departure time for Haliburton Scout Reserve is prior to 12 noon on Saturdays.

2. For safety reasons **ONE (ONLY) EMERGENCY VEHICLE IS ALLOWED IN THE CAMPING AREAS**. All other vehicles must be parked in the designated parking lots.
3. If, in the *Camp Staff On Duty's* sole opinion, the roads are in usable condition (not too soft) groups arriving Friday evening (between 7:00 p.m. and 10:00 p.m.) and leaving on Sunday (between noon and 2:00 p.m.) will be allowed to transport equipment into and out of camp. This privilege is limited to the times noted and vehicles must remain on the roadways only. Slow speed and extreme caution (for pedestrians) are required. **BE PREPARED** to hike into camp with your personal gear and group equipment.
4. The Council Staff, Camp Ranger or Camp Committee may place any area, building or part thereof, out of bounds as required from time to time.
5. Groups should not exceed the maximum capacity of a facility. Fire regulations prohibit us from doing so. If, in the *Camp Staff On Duty's* sole opinion, the capacity is being exceeded, then they have the authority to deny access to the camp if the group cannot be accommodated.

**SAFETY**

1. Leaders are responsible for the safety, conduct and health of their youth. First Aid equipment is the group's responsibility. Notify the *Volunteer/Paid Camp Staff On Duty* if anyone is taken off site for medical attention. Accidents must be reported to your Group Committee, the Council Office and the National Office as soon as is possible on the appropriate forms (Incident Report Form) found in Section 20000 of By-Law, Policies and Procedures.

2. Fireworks, explosives, flares, firearms, martial arts weaponry, slingshots bows and arrows and hunting are prohibited on Scout properties. Archery and target shooting is permitted only on official ranges operated by camp staff. Please refer to the separate **“Range Rules”** for the appropriate use of archery equipment and slingshots. All youth using an approved Scouts Canada Range must have the appropriate, signed, permission form for the activity.
3. Fires may only be set in designated fire pits and must not be left unattended. If applicable, portable fire pits are available from the *Camp Staff On Duty* if required.
4. The filling, lighting and operation of liquid fuel lanterns, camp stoves, heaters, etc. must be done outside of any tents or buildings. Use of these stoves, lanterns and heaters is by adults or Scouts/ Venturers under adult supervision.
5. Adults must accompany any youth members if they are hiking down to any river or lake.
6. Due to the sensitive environment, the use of mountain bikes, snowmobiles or All Terrain Vehicles are not permitted in camp. Mountain Bikes may be used on specific trails provided within the camp if applicable
7. Camper and visitor pets or horses are not permitted in camp. Exceptions, due to special circumstances, must be requested in WRITING to the Council Office in advance.
8. When you encounter a dangerous tree on your site, please stay away from it, warn your youth to stay away from it and seek the assistance of the *Camp Staff On Duty*. They are trained in the proper method of dealing with these dangerous trees. Under no circumstance should you set up a tent, dining shelter or any other structure under this dangerous tree. If it falls you could be seriously hurt.

## **HEALTH**

1. **Alcoholic beverages and illicit drugs are not permitted on the property, under any circumstances.** (By-Law, Policies and Procedure, Section 1010 and 7001.9)

As of November 2001, the National policy on Drugs and Alcohol states:

- There shall be no alcohol or recreational drug/substance consumed or made available on any Scout property... owned or leased.
- There shall be no alcohol or recreational drug/substance consumed or made available during any program activity. “Program activities” include meetings, camps, hikes, training programs (e.g. Woodbadge, workshops, etc.), Scouters conferences, “Scout Nights” with sports teams, and similar functions.
- No person shall consume alcohol or any other recreational drug/substance within a time frame, which would negatively affect their ability to carry out a duty of care.
- There shall be no exclusions of youth from any Scouting activity so alcohol or recreational drugs/substances may be consumed by adult members”

*Note of clarification regarding Scout Nights with sports teams: the intent is to make clear that our policy continues to apply to Scouters and those with a Duty of Care when they attend these events as a Scouting activity. It was not the intent to suggest we ask sport franchises not to serve alcohol during these activities*

2. **Smoking is prohibited in all camp buildings and is discouraged around ALL youth members.**  
(Duty of Care –Section 7001.10 - Smoking -It is inappropriate for any member to smoke in front of youth at any Scouting activity.)
3. Drinking water is tested regularly and must meet minimum Ministry of Health and Ministry of the Environment standards. Drinking water must be obtained only from the designated sources of supply or supplied by the group. (*Note: drinking water is not available at Camp Wildman*)
4. Personal washing or washing of clothing or dishes etc. must be done at the campsites not at the pumps, taps, outlets or in any river or lake.

## **PROGRAM**

1. New activity sites, facilities, and equipment are being added to our camps all the time. Lists of these activities, program explanations, and equipment are available at the Council Office or from the Camp Committee. Groups using camp equipment are fully responsible for it. Groups will be charged for lost or damage of equipment however caused.
2. Swimming is to be conducted only in designated facilities or areas provided and approved by the Council Health and Safety Committee. The group must augment camp staff by providing adequate safety patrol while swimming is underway. For safety reasons, there is no swimming or boating allowed after dark.
3. All program activities are to be conducted within camp property, unless prior arrangements have been made. Scouts do not trespass on private property.
4. Programs operated during the early morning, late at night or any wide games should be conducted with due consideration for your neighboring campers. Be considerate of others and operate between the hours of 7:00 am and 10:30 pm, if at all possible. Please keep the hours of 10:30 pm to 7:00 am as “quiet time”.
5. Additional specific rules, regulations, and recommendations may apply to these activity facilities and equipment. Please refer to the appropriate specific information.

## **DAMAGE**

1. All damage (whether caused by your group or others) must be reported to the *Volunteer/Paid Camp Staff On Duty*, the Camp Ranger or to the Council Office as soon as possible.
2. Standing trees alive or dead must not be cut or damaged without the *Volunteer/Paid Camp Staff On Duty* or Council Staff permission.
3. Please do not put any foreign matter (pop cans, trees etc), chemicals, grease or other liquids in any kybo, flush or chemical toilet. Always use hot water and soap to clean all surfaces. Disinfect with bleach or similar substance. Please use biodegradable soaps when washing in any outdoor area.
4. Trenching of tents, digging drainage ditches, pits or kybos is strictly prohibited, as is the use of straw unless provided by the camp or by permission of the *Volunteer/Paid Camp Staff On Duty* or Council Staff.

5. Campers must not move, remove, damage or otherwise tamper with any stakes, survey or trail markers, signs or tape on the camp property.
6. Good camping habits mean leaving your campsite better than you found it. Fines will be imposed for willful damage to trees, tents, and buildings, trenching of tents, digging of pits.

### **ADDITIONAL NOTES**

1. The Camp Ranger's house, garage, storage building and compound area are "out of bounds" to all campers.
2. Due to insurance regulations only those designated drivers, on file with the Council Office, may drive camp vehicles.
3. Please leave picnic tables, fire pit rims or portable fire pits, garbage cans, rakes, brooms, mattresses etc in the area you find them unless specific permission has been granted by any camp staff.
4. In an emergency situation, any group camping indoors is requested to please allow any group camping outdoors access to the cabin if they require assistance.
5. There may be specific rules that deal with specific situations in each camp. If there are any special rules, they will be posted in each facility that they deal with. In all camps we ask that you help us conserve energy-control the heat in the lodges, keep windows and doors closed when the heat is on. Please turn off all lights, inside and out, when not needed.
6. It is recommended that all people who have rented a lodge, bring a pair of indoor shoes to be worn while inside the cabin. This will prevent dirt and mud from entering the main portion of the lodge and will help you clean up faster when you check out.
7. Parents driving to camp or arriving to drive home should be aware of the camp rules.
8. Please respect the rights and privacy of other groups using the property. Enter their rooms, sites or building only by invitation.
9. Neighbouring properties are out of bounds to all property users unless specific permission has been obtained from the neighbour. Maintaining friendly relations with the adjacent property owners is very important to our future use and development plans.
10. The ***VOLUNTEER/PAID CAMP STAFF ON DUTY*** are in charge of the camp on weekends and may cancel camping privileges for cause. Council Staff are always the final authority. The Volunteer Camp Staff On Duty consists of - Camp Wardens or Camp Masters, Paid Camp Staff are the Camp Rangers.

## **CHECK OUT**

1. All campers must be checked out of camp by the staff or by the weekend volunteers. Any unsatisfactory condition requiring attention will be remedied before the group leaves camp (The ***VOLUNTEER CAMP STAFF ON DUTY*** are volunteers too. Your consideration is appreciated)
2. Groups are responsible for removing **ALL** their garbage when leaving the property. Garbage and recyclable materials are to be placed in appropriate containers. Please do not bury any garbage. If the camp is not equipped to deal with your group's garbage, please take it home with you. Please remember, if you bring it with you, take it with you. For health reasons no leftover, or extra food should be left for the next group.
3. Groups are responsible for cleaning up facilities and completely cleaning buildings prior to leaving. Please come prepared to do this and ensure that all adults are aware of this responsibility. Damage to facilities, equipment and/or any Groups not cleaning up after an event will be charged the expense to bring in cleaners.
4. Use only the toilet facilities provided. Camp kybos must be left in a clean condition and secured (closed) before leaving camp. Groups are responsible for cleaning the kybos prior to leaving camp.
5. Please leave any partially burnt wood in the campfire areas to be burned by future campers. Please leave all extra wood neatly piled in one place close to the campfire area for the next campers. To assist the next group coming in, please ensure that there is a small amount of firewood neatly stacked beside the campfire area

## **ON-LINE BOOKING SYSTEM**

There currently is a system for booking camps on-line. The site can be accessed through all the appropriate websites for each camp and also at [http://www.gtc.scouts.ca/co/co\\_camping.asp](http://www.gtc.scouts.ca/co/co_camping.asp). This system allows you to see what is available, get a brief description of what each facility offers and it's cost.

## **PAYMENTS FOR ALL CAMPS**

Full payment is requested within 30 days of making a reservation, for bookings in the current calendar year. This means for example, if you book a camp for May 5, 6 & 7, 2006 on November 10, 2005 we would request payment by December 10, 2005. Why so soon? For the good of Scouting and the youth we serve. Our camp sites are popular, if a group books a site, doesn't pay, and then cancels a month prior to the camp date or even worse fails to show, its other youth in other groups, that would have loved to have gone to camp at that time, that lose out on the experience. Therefore when you book a camp several months in advance, expect to receive an invoice asking for payment within a month.

When booking into the next calendar year, a \$100.00 deposit should be made within 30 days of making the reservation; the balance should be paid by October 1<sup>st</sup>. of that year. In other words if in February of 2006 you make a reservation for May 2007, we will request \$100 in March 2006, the balance by October 1, 2006. This is to assist your group in its financial planning and helps to insure that the youth who pay for the camp are the ones attending the camp.

At Haliburton Scout Reserve please be aware that there are minimum fees set for each site. Each site is designed for a certain number of people and are, therefore, more cost effective if they have that number.

For example, Doe Island is a site that will easily hold 60 people, while 10 people on the site makes it really comfortable, it also means we turned away a larger group that could have camped at Haliburton. Please check with the Camping Department to find out what the site minimum is. To determine how many people you should bring to make the site worthwhile, divide the site minimum by the weekly fee. In the case of Doe Island, a group should bring at least 20 people (minimum fee is \$2000 divided by the Camp Fee of \$125/person/week). If you have less than 20 people, the minimum cost applies, if you have more than 20, the per person fee applies. For example 10 people will be \$2000, 20 people would be \$2500, 30 people would be \$3750, 40 people would be \$5000.

## **REFUNDS**

Here again, we must remember the youth in other groups that would have camped in a facility, but perhaps none were available. Keep in mind if you book a camp and cancel at the last minute or don't use it, somebody else probably would have liked to camp there. If you must cancel call us, we will, with 1 month notice, refund your fee, but only if another group books that facility. If the facility is not used, no refund will be made.

"There are exceptions to *some* rules" (not to "every rule") however and we are human (or at least like to think so). From December 1 to March 31 we will give you a credit for use solely at our camps for sites cancelled with 1 month's notice. Also if during the winter months, a group is unable to reach the camp because of weather conditions, which are deemed extreme, consideration will be given

## **DEPOSIT REFUNDS FOR HALIBURTON**

If you are booked for HSR a deposit of \$500.00 must be paid by January 1<sup>st</sup>. Since your group's camping at HSR no doubt hinges on a number of factors; vacation schedules, family vacations etc., which are not always firm until the New Year or even later, the following schedule for refunds is provided for Haliburton:

- Cancellations prior to December 31st - 100% refund (\$500.00)
- Cancellations after December 31st, prior to March 31st - 50% (\$250.00)
- Cancellations after March 31st - no refund.

## **AREA BOOKINGS**

We make an exception for Area events. Deposits of \$100.00 are required 1 month prior to the date of the camp, the balance should be payable by date the of camping. This gives Areas the opportunity to collect fees from various groups before the camp fee is due.

### **BOOKING FOR 2006 & 2007**

The Camping Department takes bookings based on the Calendar year and will take bookings 1 calendar year in advance. Thus you can book now to August 31<sup>st</sup> of next year, 2006. As of January 1, 2006 we will take bookings to August 31<sup>st</sup> of 2007. (Yes, we have the technology). This allows you to preplan your events for the following Scouting year.



## **SPECIALS**

Yes, there are some specials to be had even at camp!

**How about 3 days for the price of 2.** On long weekends the fee remains the same as regular weekends. 3 days for the price of 2!

Should your group not fit in a lodge, tents can be set up at lodges and villages (maximum of 3) after notifying the Camping Department.

We hope that this information clarifies some of what we do and why we do it. We are here to assist you and insure that your groups get the camping experience that is an essential of a full scouting program. We don't expect you to remember all of these details mentioned here but trust that the knowledge of why the policies exist gives you the understanding that it is Scouting we seek to serve. Should you wish to make a camp reservation, or are seeking further clarification of camp policies, please contact the Camping Department at (416) 490-6363 Ext.233 within the Toronto Calling Area. , (888) 726-8876 ext 233 within the Central Ontario calling area, (800) 263-0930 outside either of the calling areas or by e-mail [mpurcell@scouts.ca](mailto:mpurcell@scouts.ca).

Camping Email address: [mpurcell@scouts.ca](mailto:mpurcell@scouts.ca)

General E-mail Address: [gtc@scouts.ca](mailto:gtc@scouts.ca)

On-Line Booking: [www.gtc.scouts.ca/co/co\\_camping.asp](http://www.gtc.scouts.ca/co/co_camping.asp)

Central Escarpment Website: [www.cer.scouts.ca](http://www.cer.scouts.ca)

Central Escarpment Camps Website: [www.cer.scouts.ca/camping\\_and\\_campsites.html](http://www.cer.scouts.ca/camping_and_campsites.html)

Blue Springs Website: [www.bluespringscamp.on.ca](http://www.bluespringscamp.on.ca)

Everton Website: [www.scouts-nw.com/camps.htm](http://www.scouts-nw.com/camps.htm)

Goodyear Website: [www.cer.scouts.ca/goodyear\\_memorial\\_scout\\_camp.html](http://www.cer.scouts.ca/goodyear_memorial_scout_camp.html)

Manitou Website: [www.members.aol.com/brlscouts/manitou/index.html](http://www.members.aol.com/brlscouts/manitou/index.html)

GTC Website: [www.gtc.scouts.ca](http://www.gtc.scouts.ca)

Haliburton Website: [www.gtc.scouts.ca/haliburton/gtc\\_hsr.asp](http://www.gtc.scouts.ca/haliburton/gtc_hsr.asp)

Woodland Trails Website: [www.gtc.scouts.ca/pageview.asp?section=camping&page=wlt](http://www.gtc.scouts.ca/pageview.asp?section=camping&page=wlt)

Adventureland Website: [www.gtc.scouts.ca/adventureland](http://www.gtc.scouts.ca/adventureland)

Ken-Na-Bic Website: [www.gtc.scouts.ca/haliburton/gtc\\_hsr\\_kennabic.asp](http://www.gtc.scouts.ca/haliburton/gtc_hsr_kennabic.asp)

L.A.F.F. Website: [www.gtc.scouts.ca/pageview.asp?section=camping&page=laff](http://www.gtc.scouts.ca/pageview.asp?section=camping&page=laff)

Wildman Website: [www.campwildman.org/Information.htm](http://www.campwildman.org/Information.htm)

National Website: [www.scouts.ca](http://www.scouts.ca)

Oct 2005

**ENJOY YOUR TIME**  
**AT CAMP!**