



**City of
Lloydminster**

Policy

Policy Title:	Campground Policy	Policy Number:	720-04
Date of Adoption:	February 3, 2025	Motion Number:	21-2025
Date of Amendment:		Motion Number:	

1. Purpose:

- 1.1. This Policy shall establish and provide clear direction to the operations and management of all City of Lloydminster Campgrounds.
- 1.2. The City of Lloydminster shall maintain a municipal campground that is inclusive and safe for all Campers, City staff, and contractors.

2. Definitions:

Administration	An employee or contract employee of the City of Lloydminster.
City	The corporation of the City of Lloydminster.
Member of Council	An individual elected pursuant to <i>The Local Government Election Act, 2015</i> (Saskatchewan) as a Member of Council.
Camper	Persons, not to exceed five (5) per campsite, of whom at least one (1) is nineteen (19) years old, and who may have with them one (1) Camping Unit.
Campground	Lands designated as municipal campground that are owned by the City of Lloydminster.
Campsite	Specific designated areas within the Campground to accommodate one (1) Camping Unit.
Camping Unit	A structure used for camping that includes tent-trailers, roof tents, campers, camping trailers, camping conversion vehicles, fifth wheel trailers, and motorhomes.
Picnic Shelter	A covered area with picnic tables and benches for visitors to consume meals.
Visitor	A person(s) not registered as a Camper at the Campground, but visiting a registered Camper.

3. Scope:

- 3.1. This Policy applies to Members of Council, Administration and the general public.

4. Campground Season

- 4.1. The Campground shall operate annually from May 1 to October 31.
- 4.2. The Campground, or portions thereof, may be temporarily closed due to weather conditions, vandalism, or other acts that result in loss of property.
- 4.3. The Campground may open prior to May 1 at Administration's sole discretion.
- 4.4. All Camping Units shall be removed from the Campground prior to 12:00 PM, October 31 annually.

5. Campsite Use

- 5.1. Camping Units are restricted to designated Campsites.
- 5.2. A maximum of one (1) Camping Unit with wheels is permitted on a Campsite.
- 5.3. Tents are not permitted unless placed on the same site as a Camping Unit and a maximum of one (1) tent per Campsite is permitted as an additional sleeping area.
- 5.4. A maximum of one (1) vehicle is allowed per Campsite.
- 5.5. All Campsites shall be kept in a clean and organized manner.
- 5.6. Discarded cigarettes shall be properly disposed of by the Camper and shall not be discarded on the ground or in the campfire pit.
- 5.7. The following are prohibited:
 - 5.7.1. placement of vehicles, camping mats, or any other items that may damage the Campsite grass;
 - 5.7.2. outdoor refrigerators and freezers;
 - 5.7.3. hot tubs and other swimming or spa appliances;
 - 5.7.4. external clothes washers and dryers, this includes drying of clothes outside;
 - 5.7.5. large recreational equipment, such as playground structures; and
 - 5.7.6. outdoor showers.

- 5.8. Campers are not permitted to alter their Campsite in any way, including fencing, gardens, landscaping, sheds, decks, etc.

6. Penalties

- 6.1. Any Campsite not left in an acceptable manner may be charged an additional fee of fifty dollars (\$50.00) plus GST.
- 6.2. Picnic Shelter booking left unclean may be charged a fee of one hundred dollars (\$100.00) plus GST.
- 6.3. Backflow valves not left at the end of the booking will result in the Camper being charged a fee of fifty dollars (\$50.00) plus GST.
- 6.4. Additional penalties for cleaning or damages will be processed to the credit card used for booking.

7. Bookings and Reservations

- 7.1. Bookings will be approved for dates and times that the Campground is operational.
- 7.2. Reservations are subject to availability.
- 7.3. Administration reserves the right to approve or deny individual requests for the Campground at their sole discretion.
- 7.4. Check-in time is 2:00 PM. Check-out time is 12:00 PM.
- 7.5. If Campers would like to extend their stay they shall register before 10:00 AM on the day of check-out. Extensions are based on availability.
- 7.6. Bookings for the Campground will open on February 1 of the current calendar year.
- 7.7. Campers are responsible to book Campsites that meet the needs of the Camping Unit, including length and electric service size.
- 7.8. The Campground reserves the right to move Campers around Campsites to improve booking efficiency.

8. Cancellation and Refunds

- 8.1. All regular reservations require a minimum of seven (7) days cancellation notice.

- 8.2. Cancellations made with more than seven (7) days notice will receive a full refund less a ten dollar (\$10) plus GST processing fee.
- 8.3. Cancellations made with less than seven (7) days notice will result in a processing fee of ten dollars (\$10) plus GST, in addition to a one-night camping fee.
- 8.4. For long weekend bookings, cancellations made with sixty (60) days notice will receive a full refund less a ten dollar (\$10) plus GST processing fee. No refunds will be issued for long weekend cancellations with less than sixty (60) days notice.
- 8.5. Full refunds may be issued for Campers that were booked at the Campground while attending a Lloydminster sporting tournament when Administration cancels the sporting tournament booking.

9. Visitors

- 9.1. Visitors shall not exceed four (4) persons per registered Campsite.
- 9.2. Visitors shall follow all rules under this Policy and are the responsibility of the registered Camper.
- 9.3. Visitors are only permitted in the Campground from 7:00 AM to 11:00 PM daily.

10. Pets

- 10.1. All pets shall be registered at check-in.
- 10.2. All pets shall not be left unattended.
- 10.3. All pets shall remain on a leash not longer than two (2) meters while outdoors.
- 10.4. Campers shall clean up after their pets.
- 10.5. Barking and other animal noises shall not disturb other Campers' enjoyment.
- 10.6. Any aggressive or inappropriate behavior by any pet shall result in the immediate removal of the registered Camper and their pets from the Campground.

11. Alcohol and Cannabis

- 11.1. Alcohol and Cannabis may be responsibly consumed within the Camper's registered Campsite.

11.2. Alcohol and Cannabis shall not be consumed in public spaces.

12. Utilities

12.1. Washing of vehicles and other equipment is not permitted.

12.2. Campers shall reduce their electricity usage when away from Campground.

12.3. Campers shall regularly check to ensure water and septic connections are working properly and not leaking.

12.4. Campers shall ensure they are using the Campgrounds utilities responsibly and avoid creating any undue waste.

12.5. Water fill services shall be limited to one hundred fifty (150) liters per fee charged.

13. Garbage Disposal

13.1. Garbage shall be bagged and collected by Campers and disposed of in waste bins provided.

13.2. Furniture, appliances, construction materials, or any other hazardous substances shall not be disposed of in the Campground.

13.3. No garbage shall be brought into the Campground for disposal.

14. Picnic Shelter and Washrooms

14.1. Washrooms are for registered Campers only.

14.2. Campers shall leave washrooms in a clean and acceptable manner after use.

14.3. Pets are not permitted in the washrooms.

14.4. Picnic Shelter use shall be booked and paid prior to use.

14.5. Picnic Shelter bookings are limited to fifty (50) person events or less.

14.6. Clean up of the Picnic Shelter shall be completed by the end of the booking time, this includes:

14.6.1. all litter shall be picked up and placed in garbage bins;

14.6.2. all decorations shall be taken down;

- 14.6.3. all personal belongings shall be removed from the Picnic Shelter at the end of the booking time; and
- 14.6.4. if the Picnic Shelter is left damaged or dirty for reasons beyond normal wear and tear an extra charge may be applied.

14.7. Picnic Shelter bookings include the use of the playground structure.

15. General Rules

- 15.1. All federal, provincial, and City of Lloydminster legislation shall be complied with while on the Campground property.
- 15.2. All vehicles shall drive on the designated roadways only.
- 15.3. Washing, repairing, servicing, or refueling of vehicles is not permitted on Campground property.
- 15.4. Operating of ATVs and golf carts are not permitted within the Campground.
- 15.5. Vehicle speed is limited to 15 km per hour on all Campground roadways.
- 15.6. Campfires are permitted in designated fire pits only and shall comply with City of Lloydminster bylaws.
- 15.7. All firewood shall be purchased locally. The fuel used in fire pits and outdoor fireplaces shall be only cut seasoned wood, or manufactured fire logs.
- 15.8. All Campers and Visitors shall act in a kind and respectful manner and not interfere with others' ability to enjoy the Campground.
- 15.9. Threatening or abusive behavior will not be tolerated.
- 15.10. Excessive noise is not permitted at any time.
- 15.11. Quiet time is to be observed from 11:00 PM to 7:00 AM daily. Only registered Campers may be in the Campground during this time.
- 15.12. The Heritage Society may enter through the Campground to access the Heritage Society Building.
- 15.13. The City of Lloydminster Weaver Park Campground assumes no responsibility for accidents, injury, loss, or damage to personal or private property, whatsoever.
- 15.14. Administration shall provide maintenance of the Campground.

16. Penalty:

- 16.1. Any member of Administration found to be in violation of this Policy may be subjected to disciplinary action. Such action may be dependent upon the nature of the breach of this Policy; discipline may range from a verbal warning to dismissal with cause.
- 16.2. Any Member of Council found to be in violation of this Policy may be dealt with utilizing the "*Council Code of Ethics Bylaw*" or provisions of "*The Lloydminster Charter.*"
- 16.3. Administration reserves the right to refuse or discontinue service for any violations of this Policy, City of Lloydminster Bylaw or law without notice or for any reason, at their sole discretion.

17. Responsibility:

- 17.1. City Council shall review and approve all policies.
- 17.2. Administration may administer this Policy through the use of a supporting procedure, as required.