

**Corporation of the  
Township of Havelock-Belmont-Methuen**

**By-law Number 2022 – 042**

Being a by-law to licence, regulate and govern Tourist Camps and  
Trailer Camps within the Township of Havelock-Belmont-Methuen

**WHEREAS** the Municipal Act 2001, S.O. 2001, Chapter 25 as amended, Sections 150 – 153, authorizes Council to licence, regulate and govern businesses and events;

**AND WHEREAS** Section 164 of the Municipal Act 2001, S.O. 2001, Chapter 25 as amended, specifically permits municipalities to licence and regulate and govern tourist camps and trailer camps;

**AND WHEREAS** the authority includes but is not limited to: the power to issue licences, to issue licences on condition, to revoke licences, to suspend licences, to regulate or govern the place used in the carrying on of such business, and to prevent the carrying on of such business without a licence;

**AND WHEREAS** Section 425(1), of the Municipal Act, 2001, as amended, provides that a municipality may pass by-laws providing that a person who contravenes a by-law of the municipality passed under the Municipal Act, 2001, as amended, is guilty of an offence.

**WHEREAS** the Council of The Corporation of the Township of Havelock-Belmont-Methuen deems it to be advisable and necessary for the protection of Township residents and other persons to licence, regulate and govern tourist camps used or maintained as camping or parking grounds for the public and to licence, regulate and govern trailer camps in which trailers or vehicles are used and maintained for parking and camping purposes;

**NOW THEREFORE**, the Council of the Corporation of the Township of Havelock-Belmont-Methuen hereby enacts as follows:

**1. Definitions**

- 1.1) **Applicant** means a person or company applying for a licence to operate a tourist camp or trailer camp.
- 1.2) **Campsite** means a parcel of land within a tourist camp or trailer camp intended for temporary recreational or camping purposes by travel trailers, tent trailers, tents or similar transportable accommodation, excluding mobile homes, together with all yards and open space as defined in the Township of Havelock-Belmont-Methuen Comprehensive Zoning By-law as may be amended from time to time.
- 1.3) **Clerk** means the Clerk of the Corporation of the Township of Havelock-Belmont-Methuen.

- 1.4) **Establishment Permit** means a permit issued by the Corporation of the Township of Havelock-Belmont-Methuen to establish, construct, enlarge or resume a Tourist or Trailer Camp.
- 1.5) **Licencee** means a person who has been issued a licence pursuant to this By-law.
- 1.6) **Mobile Home** means a factory built or prefabricated single detached dwelling, designed to be towed on its own chassis (notwithstanding that its running gear is or may be removed), designed and equipped for year-round occupancy and containing therein facilities for cooking or for the installation of cooking equipment as well as sanitary facilities, including a flush toilet and a shower or bathtub, but excluding any subsequent exterior additions or alterations to or extensions of that dwelling. This definition shall not include a travel trailer as defined herein.
- 1.7) **Motor Home** means a recreational vehicle that is self-propelled and includes vehicles described as Class A, Class B or Class C and is manufactured in accordance with CSA Z-240 RV.
- 1.8) **Municipal Law Enforcement Officer** means a person employed by the Township, Police Officer, Provincial Offences Officer, or other duly appointed individual charged with the enforcement of non-criminal by-laws, rules, laws, codes or regulation enacted by the Township.
- 1.9) **Operator** means the person responsible for the operation of the Tourist Camp or Trailer Camp.
- 1.10) **Operators Licence** means a licence issued by the Corporation of the Township of Havelock-Belmont-Methuen to conduct the business of a Tourist Camp or Trailer Camp.
- 1.11) **Park Model Trailer** means a recreational unit built on a single chassis, mounted on wheels, is designed to facilitate relocation from time to time, has a gross floor area of 50 m sq. and is manufactured in accordance with CSA A-241. It is a building in accordance with the Ontario Building Code and a Building Permit is required prior to installation.
- 1.12) **Tourist Camp** means any land used as a camping or parking ground for the public and includes any land where a tent or trailer is used whether or not a fee is charged for the use. This includes the definition of Campground as noted in the Township of Havelock-Belmont-Methuen Comprehensive Zoning By-law.
- 1.13) **Township** means the Corporation of the Township of Havelock-Belmont-Methuen.
- 1.14) **Trailer** means any vehicle constructed to be attached and propelled by a

motor vehicle and that is capable of being used by persons for living, sleeping or eating, even if the vehicle is jacked up or its running gear is removed and includes but is not limited to a travel trailer, a park model trailer or a motor home.

1.15) **Trailer Camp** means any parcel of land or premises in or upon which a trailer is placed, located, kept or maintained, even if the trailer is elevated above the ground or its running gear and or wheels are removed, and shall include a trailer camp as defined in Section 164 of the Municipal Act, 2001, as amended. This includes the definition of Travel Trailer Park as noted in the Township of Havelock-Belmont-Methuen Comprehensive Zoning By-law.

1.16) **Travel Trailer** means recreational vehicle designed to be towed behind a motor vehicle by means of a bumper or frame hitch and which is manufactured in accordance with CSA Z -240 RV. This includes the definition of Travel Trailer as noted in the Township of Havelock-Belmont-Methuen Comprehensive Zoning By-law.

## **2. Requirement for a Trailer or Tourist Camp Establishment Permit and Operators Licence**

2.1) No person, persons or corporation shall operate a Trailer or Tourist Camp within the Township of Havelock-Belmont-Methuen without first obtaining;

(a) a Trailer or Tourist Camp Establishment Permit; and

(b) an annual Trailer or Tourist Camp Operators Licence.

## **3. Trailer or Tourist Camp Establishment Permit**

3.1) Every operator of a Trailer or Tourist Camp shall be required to apply in writing for an Establishment Permit;

(a) On the occasion of the establishment of a new Trailer or Tourist Camp;

(b) For the enlargement of an existing Trailer or Tourist Camp;

(c) For the resumption of operation of a Trailer or Tourist Camp that has not been operated for more than two consecutive years.

(d) For existing Trailer or Tourist Camps, upon the coming into force of this By-law, provided that the operator shall be exempt from the fees set out in Section 3.2 and the provisions of Section 9.3 shall apply.

3.2) The following fees shall be paid at the time of application for an Establishment Permit;

- (a) The application fee for an Establishment Permit for a new Trailer Camp or Tourist Camp is \$500.00;
- (b) The application fee for an Establishment Permit to enlarge an existing Trailer Camp or Tourist Camp is \$200.00 plus \$10.00 for each new or enlarged campsite.

3.3) An application for an Establishment Permit shall be submitted to the Township and shall include four copies of;

- (a) a complete application in the form prescribed in Schedule "A" attached hereto and forming part of this By-law;
- (b) a plan for the subject property based on a survey or an accurate to scale drawing containing the following information:
  - (1) Identify the external boundaries and dimension of the contiguous land holdings of the Trailer Camp or Tourist Camp.
  - (2) The location of all temporary or permanent buildings and structures, either existing or proposed, including dimensions to property lines.
  - (3) The location of all existing and proposed roads and driveways, water courses and drainage ditches within or adjacent to the subject lands.
  - (4) The extent of wooded or landscaped areas are to be noted which may be set aside for open space or recreational purposes.
  - (5) The extent and location of all shoreline vegetative buffers.
  - (6) The dimensions and location of each campsite including the distance from property lines.
  - (7) The location of sanitary sewage facilities as well as the location and source of drinking water.
  - (8) The location of all garbage storage areas and facilities, including the distance from property lines.
  - (9) The location of all other storage areas and facilities on the subject property, including the distance from property lines.
  - (10) The location, height and type of exterior lighting.
  - (11) Any other features the Clerk considers as being required or pertinent to the application.
- (c) the fee prescribed in section 3.2 above.

- 3.4) The Clerk shall circulate a complete application for an Establishment Permit to the following Township Departments for review, comment and approval:
- (a) Public Works,
  - (b) Building and Planning; and
  - (c) Fire Department.
- 3.5) In addition to the application for an Establishment Permit as prescribed in this By-law, the applicant shall, where applicable, obtain and submit with the application, approvals or an acceptable indication of approval (to the satisfaction of the Clerk) from the following agencies:
- (a) The Ministry of the Environment, Conservation and Parks.
  - (b) The Ministry of Natural Resources and Forestry.
  - (c) The Ministry of Transportation of Ontario.
  - (d) Peterborough Public Health.
  - (e) The County of Peterborough.
  - (f) Applicable Conservation Authority.
  - (g) Hydro One.
  - (h) Other agencies whose approval may from time to time be required by law.
- 3.6) The Township may refuse to accept an application for an Establishment Permit until:
- (a) all required approvals and inspections have been obtained by the applicant;
  - (b) all required documentation has been provided, and;
  - (c) all permit fees, as set out in section 3.2 above have been paid.
- 3.7) There shall be a separate Establishment Permit application for each premise to be used as a Trailer Camp or Tourist Camp.
- 3.8) A site plan approval will be required if three (3) or more trailers are proposed in accordance with the definition of "Development" under the Planning Act.
- 3.9) All existing Trailer or Tourist Camps licenced under previous By-laws and still in operation shall be carried forward on the condition that a copy of the updated

plan which accurately depicts the layout of the trailer park containing the information listed below (items 1 -8) be submitted with the 2024 Trailer or Tourist Camp Operators Licence application following the effective date of this By-law.

- (a) Identify the external boundaries and dimension of the contiguous land holdings of the Trailer Camp or Tourist Camp;
- (b) The location of all temporary or permanent buildings and structures;
- (c) The location of all existing and proposed roads and driveways, water courses, and drainage ditches within or adjacent to the subject lands;
- (d) The location of each campsite including the assigned number and street name;
- (e) The location of sanitary sewage facilities as well as the location and source of drinking water;
- (f) The location of all garbage storage areas and facilities;
- (g) The location of all other storage areas and facilities on the subject property;
- (h) Any other features considered as being required or pertinent to the application.

3.10) An update site plan must be provided for any significant modifications to the Trailer or Tourist Camp.

#### **4. Annual Licence Required to Operate a Trailer or Tourist Camp**

- 4.1) Every operator of a Trailer Camp or Tourist Camp shall submit an application for an Operators Licence annually to the Township and include;
  - (a) one completed Application for Trailer or Tourist Camp Operators Licence in the form attached as Schedule "B" to this By-law;
  - (b) a Trailer or Tourist Camp Establishment Permit, issued pursuant to section 3 of this by-law; and;
  - (c) the payment of the fee set out in section 4.2 of this by-law.;
- 4.2) The annual licence fee for a Trailer or Tourist Camp Operators Licence is:
  - (a) \$100.00 plus a fee of \$10.00 per camp lot.

- 4.3) The Clerk shall circulate a complete application for an Operators Licence to the Fire and Building and Planning Departments for review, comment and approval.
- 4.4) The Township shall not issue an Operators Licence until:
  - (a) all required approvals and inspections have been obtained by the applicant;
  - (b) all required documentation has been provided; and
  - (c) all Licence fees, as set out in section 4.2 above have been paid.
- 4.5) An Operators Licence may be refused if the application or required information is not complete, or if the proposal does not comply with this by-law or any other applicable law.
- 4.6) There shall be a separate Operators Licence application for each premises to be used as a Trailer Camp or Tourist Camp.
- 4.7) A Trailer or Tourist Camp Operators Licence will be required each year to operate a Trailer Camp or Tourist Camp for any portion of a year within the Township. Licences issued shall expire on the 30<sup>th</sup> day of April of the year following that in which it was issued.
- 4.8) The application for an Operators Licence shall be submitted on or before the 1<sup>st</sup> day of May each year in the instance of the renewal of the Operators Licence. Where an application to renew an Operators Licence is not received prior to the 1<sup>st</sup> day of May, the Clerk may refuse to accept the application.
- 4.9) An Operators Licence may be revoked at any time for failure to comply with the provisions or regulations of this by-law and the licensee shall not be entitled to a refund.

## **5. Administration**

- 5.1) Upon receipt of an application for an Establishment Permit and/or an Operators Licence the Township may make, cause to be made, or request any additional documents, investigation or may request such inspections to be made in respect of such application as it deems appropriate or in the interests of the general public to inquire and ascertain that the applicant is in full conformity with the terms of this By-law or other applicable municipal By-laws and applicable law, and any costs incurred for such inspection or documents shall be at the applicant's expense.
- 5.2) The Municipal Law Enforcement Officer shall enforce this by-law.
- 5.3) A Trailer or Tourist Camp Establishment Permit and Operators Licence must be kept posted in a conspicuous place near the registration desk.

- 5.4) When the owner or operator of a Trailer or Tourist Camp changes, the new owner or operator shall notify the Township of the change within thirty (30) days of such change. Any new owner and operator shall be bound by the provisions of this By-law and any current Establishment Permit and Operators Licence issued herein.
- 5.5) Where ownership of the business is not changed or affected but the operating name of a business changes, the Licencee shall immediately notify the Township which may issue a replacement Establishment Permit and Operators Licence where there have been no other changes in the circumstances of the licenced business.
- 5.6) Where a currently licenced business changes location or premise, such new location or premise shall not be deemed to be licenced. The applicant must immediately make an application for an Establishment Permit and Operators Licence.
- 5.7) The Township may refuse to grant and Establishment Permit and/or Operators Licence to an applicant who:
  - (a) has past breaches of this By-law, and the Township determines that it is not in the public's interest to grant such an Establishment Permit or Operators Licence to the applicant;
  - (b) has failed to comply with the requirements of this By-law or other applicable By-laws of the Township or any Local Board thereof, or of any Statute, Order-in-Council, or Regulation or the Provincial Legislature or the Parliament of Canada, or any Agency, Board or Commission thereof, in, upon, or in connection with the applied for licenced activity or subject property;
  - (c) has outstanding taxes owing to the Township;
  - (d) has any outstanding fines under the Provincial Offences Act, R.S.O. 1990, c. P.33, for the contravention of any provision of this By-law or any municipal By-law or Provincial statute where such fine is associated with an offence arising out of the conduct, operation of activity within or in conjunction with such business; or
  - (e) where it is determined that it is not in the public interest to issue an Establishment Permit or Operators Licence.
- 5.8) Where an Establishment Permit or Operators Licence has been refused the applicant may appeal the decision to Council, who will hold a hearing in accordance with the provisions of this By-Law.



## 6. Suspensions/Revocation

- 6.1) The Township may suspend or revoke an Operators Licence where;
- (a) the Licencee has past breaches of this By-law and other municipal By-laws;
  - (b) the Licencee has any outstanding Orders;
  - (b) in the event that facilities or campsites in a Trailer Camp or Tourist Camp are not used for the purpose for which the Operators Licence was originally issued;
  - (c) there is or has been a contravention of the site plan provided to the Township as part of the application;
  - (d) the Licencee has failed to comply with the requirements of this By-law or other applicable By-laws of the Township or of any local Board thereof, or of any Statute, Order-in-Council, or Regulation of the Provincial Legislature or the Parliament of Canada, or of any Agency, Board or Commission thereof, in, upon or in connection with the licenced activity, business, facilities, equipment, vehicles and any other property used or kept for hire in connection with the licenced activity; or
  - (e) has any outstanding fines imposed under the Provincial Offences Act, R.S.O. 1990, c. P.33, for the contravention of any provision of this By-law or any other municipal By-law or Provincial statute where such fine is associated with an offence arising out of the conduct, operation or activity within or in conjunction with such business.
- 6.2) The Township may also suspend or revoke an Operators Licence upon grounds that the conduct of any person, including the officers, directors, employees or agents of the corporation, affords reasonable cause to believe that the person will not carry on or engage in the business in accordance with the law or that it is otherwise determined that it is in the public interest to do so.
- 6.3) Any suspension of an Operators Licence may be subject to such terms and conditions as the Township may prescribe.
- 6.4) No person shall engage in or continue to conduct, or permit any person to engage in or continue to conduct business for which an Operators Licence is required pursuant to this by-law while such permit or licence are suspended or revoked.
- 6.5) Where an Operators Licence has been suspended or revoked the Licencee may appeal the decision to Council in accordance with the provisions of this By-Law. The suspension or revocation of the Operators Licence remains in effect until such time as Council makes its decision on the appeal unless the Township determines otherwise.

## 7. Appeal

- 7.1) Where the Township refuses to issue an Establishment Permit or Operators Licence or suspends or revokes an Operators Licence the Township shall notify the Applicant or Licencee in writing of such decision and the said notice shall set out the grounds upon which the decision was made and shall state that the Applicant or Licencee may appeal such decision by filing an appeal with the Township in writing within fifteen (15) days as set out in this By-law.
- 7.2) Where the Township refuses to issue an Establishment Permit or Operators Licence or suspends or revokes an Operators Licence, the Applicant or Licencee may appeal the decision to the Council of the Township by filing with the Township Clerk, an appeal in writing of the said decision within fifteen (15) days of the date of the notice of decision of the Township.
- 7.3) Council in considering any appeal shall have regard to;
  - (a) whether or not the Applicant or Licencee and the property or premise in connection with the licenced activity complies with all requirements of this By-law;
  - (b) whether or not the Applicant or Licencee has failed to promptly remedy any reasonable concern with regard to the matters set out in this By-law;
  - (c) whether or not the Applicant or Licencee has committed past breaches of this By-law;
  - (d) whether or not the Applicant or Licencee has failed to comply with the requirements of this By-law or other applicable By- laws of the Township or of any local Board thereof, or of any Statute, Order-in-Council, or Regulation of the Provincial Legislature or the Parliament of Canada, or of any Agency, Board of Commission thereof, in, upon or in connection with the licenced activity, business, facilities, equipment, vehicles and any other property used or kept for hire in connection with the licenced activity; and
  - (e) whether or not the Applicant or Licencee has any outstanding taxes owing to the Township in respect of the business or property or premises in question.
- 7.4) Where an appeal is received, the Township shall fix a date and time for such hearing to be considered by Council and shall mail or deliver a Notice of Hearing to the Applicant or Licencee (at their last address shown in the records).
- 7.5) The Notice of Hearing shall be mailed or delivered at least fifteen days prior to the date and time fixed for the hearing.

- 7.6) At the hearing Council shall receive a report, either verbally or in writing, from relevant officers or employees of the Township who may be involved in the matter.
- 7.7) At the hearing before Council, the Applicant or Licencee shall, either personally or through their agent or solicitor be afforded the opportunity to present such material and evidence relevant to the issue before Council as deemed appropriate and may ask questions of any person presenting evidence or a report to Council.
- 7.8) Council may, after the hearing is conducted, grant the Establishment Permit or Operators Licence or may refuse to issue the Establishment Permit or Operators Licence or may revoke or suspend the Operators Licence and such decision may be subject to such terms as Council may impose and the decision of Council shall be final and binding.
- 7.9) Council shall, after having heard all of the evidence and submissions made to it by the Applicant or Licencee and Township staff, debate the matter and reach a decision.

## **8. Design Requirements**

- 8.1) All operators of a Tourist Camp or Trailer Camp shall ensure the Tourist Camp or Trailer Camp conforms to this by-law, all other applicable Municipal By-laws, including the Municipal Zoning By-law; as well as the Ontario Building Code and all Provincial and Federal Laws.
- 8.2) Every Tourist Camp and Trailer Camp shall be no less than 4 hectares (9.88 acres) in area.
- 8.3) Every Campsite shall be designed in accordance with the Township of Havelock-Belmont-Methuen Comprehensive Zoning By-law.
- 8.4) No Campsite, trailer or structure shall be located closer than 15 meters to any street, 30 meters to any residential zone or 30 meters to any waterbody.
- 8.5) All roadways within a Tourist Camp and Trailer Camp shall be designed in accordance with the Building Code Act.
- 8.6) Every Tourist Camp and Trailer Camp shall be provided with a sanitary sewage system that complies with the applicable legislation and regulations and shall have facilities into which the contents of a trailer or camping vehicle holding tank may be discharged.
- 8.7) Every Tourist Camp and Trailer Camp shall provide suitable washroom facilities in compliance with all applicable law.

- 8.9) Every water closet and every shower in a Tourist Camp and Trailer Camp shall be situated in a private compartment with doors that can be latched from inside.
- 8.10) Every Tourist Camp and Trailer Camp shall provide potable drinking water.
- 8.11) Every Tourist Camp and Trailer Camp shall provide an adequate number of garbage or trash containers. The containers must be capable of being easily washed and disinfected and must have tight fitting covers. Operators shall be responsible for waste collection and disposal.
- 8.12) All trailers within a Tourist Camp or Trailer Camp shall be capable of being moved on reasonable notice from the Township.
- 8.13) No person within a Trailer Camp or Tourist Camp shall construct any structure, storage building, addition, deck or add-on of any kind unless it is approved by the operator and:
- (a) it complies with the current Municipal Zoning By-law;
  - (b) it complies with the Ontario Building Code;
  - (c) any building that occupies an area of more than 10 sq. meters (108 sq. ft.) requires a Building Permit (e.g., decks, sunrooms, sheds, docks, etc.);
  - (d) no addition including the deck shall extend more than 3.6 meters from the trailer;
  - (f) no addition including the deck shall exceed the length of the trailer it is attached to;
  - (g) the addition has been specifically manufactured for a park model trailer or recreational vehicle;
  - (h) No permanent canopies of any kind, extending from the unit, whether or not they cover a deck are permitted, unless same are specifically manufactured for park model trailers or recreational vehicles.
  - (i) No recreational trailer shall be erected on a site such that the minimum distance between sidewalls is less than 8 m and the minimum distance between end walls is less than 3 m;
  - (f) lot coverage does not exceed 50% of the area of the campsite.
- 8.14) Campsites are permitted to have 1 storage building, 1 deck and 1 addition to the trailer.

## **9. Operation of Trailer or Tourist Camp**

- 9.1) The operator is directly responsible to ensure that all the requirements of this by-law have been met and shall have a responsible supervisor on site at all times when the Tourist Camp and Trailer Camp is open.
- 9.2) No campsite shall be occupied for more than 180 days in each calendar year.
- 9.3) Any previously licenced camp lot that does not comply with this by-law shall be permitted to remain provided any setbacks that do not comply are not further reduced, the lot size is not further reduced, the lot coverage is not increased and the setbacks for any travel trailers is not further reduced. The Municipal Zoning By-law applies to any buildings.
- 9.4) The operator shall keep a copy of this by-law at the Tourist Camp or Trailer Camp and it shall be available to the campers at all times.
- 9.5) The operator shall post a list of emergency phone numbers in a conspicuous place at the Tourist Camp or Trailer Camp which is visible at all times and must contain, at a minimum, the phone numbers for police, ambulance, hospital, fire department and poison control center.

## **10. Inspections**

- 10.1) A Municipal Law Enforcement Officer or other duly appointed individual may at all reasonable times enter onto land, including buildings, for the purposes of carrying out an inspection to determine whether or not the provisions of this By-law are being complied with, whether an Operators Licence is being complied with or whether an Order of the Court is being complied with. The Municipal Law Enforcement Officer or other duly appointed individual may be accompanied by anyone he or she deems required to act as an advisor.
- 10.2) Despite the provisions of this section, no person shall enter or remain in any room or place actually being used as a dwelling unless:
  - (a) the consent of the occupier is obtained, the occupier first having been informed that the right of entry may be refused and, if refused, may only be made under the authority of an order issued under warrant as authorized by the provisions of the Municipal Act, 2001 S.O. 2001, c.25;
  - (b) an order issued under the provisions of the Municipal Act, 2001 S.O. 2001, c.25;
  - (c) a warrant issued under the provisions of the Municipal Act, 2001 S.O. 2001, c.25; or

- (d) the delay necessary to obtain an order under the provisions of the Municipal Act, 2001 S.O. 2001, c.25 to obtain a warrant under the provisions of the Municipal Act, 2001 S.O. 2001, c.25, or the consent of the occupier would result in an immediate danger to the health and safety of any persons;
- 10.3) For the purposes of an inspection, a Municipal Law Enforcement Officer may:
- (a) require the production for inspection of documents or things relevant to the inspection;
  - (b) inspect and remove documents or things relevant to the inspection for the purposes of making copies or extracts;
  - (c) require information from any person concerning the matter related to the inspection; and
  - (d) alone or in conjunction with a person possessing special or expert knowledge, make examinations or take tests, samples or photographs necessary for the purpose of the inspection.

## **11. Enforcement**

- 11.1) No person shall obstruct, hinder or otherwise interfere with a Municipal Law Enforcement Officer, in the lawful carrying out of their duties and responsibilities under the provisions of this By-law.
- 11.2) A refusal of consent to enter or to remain in a room or place actually used as a dwelling does not constitute hindering or obstruction within the meaning of 11.1 unless the Township is acting under an order or warrant as set out under the provisions of the Municipal Act, 2001 S.O. 2001, c.25.
- 11.3) No person shall neglect or refuse to produce any information or thing or to provide any information to a Municipal Law Enforcement Officer, Provincial Offences Officer, Police Officer or other duly appointed individual acting pursuant to the provisions of this By-law.
- 11.4) Every person or corporation who contravenes any provision of this By-law is guilty of an offence and upon conviction is liable to a fine as provided for by the Provincial Offences Act, R.S.O. 1990, as amended.
- 11.5) Pursuant to the authority established in Section 429(2) of the Municipal Act, 2001, as amended, every person or corporation who contravenes any provision of this By-Law is guilty of an offence and upon conviction pursuant to Part III of the Provincial Offences Act, as amended, shall be subject to the following penalties:

(a) Upon first conviction, a fine of not more than \$10,000;

(a) Upon a subsequent conviction, a fine of not more than \$50,000.

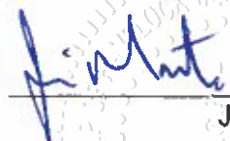
## 12. General Provisions

12.1) Should any section of this By-law be declared by a Court of competent jurisdiction to be ultra vires or illegal for any reason, the remaining parts shall nevertheless remain valid and binding and shall be read as if the offending section or part had been struck out.

12.2) That all previous by-laws and provisions pertaining to the permitting or licencing of Trailer Parks or Tourist Camps are hereby repealed.


12.3) This By-law and the attached Schedules come into effect on the day it receives third reading.

Read a first, second and third time and finally passed in open Council this 12<sup>th</sup> day of July, 2022.



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Jim Martin, Mayor



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Robert V. Angione, Clerk

The Corporation of the  
Township of Havelock-Belmont-Methuen

Schedule "A"

Application for Trailer or Tourist Camp Establishment Permit

Application is hereby submitted to the Township Clerk of the Corporation of the Township of Havelock-Belmont-Methuen to establish or enlarge a Trailer Camp or Tourist Camp within the Township with accordance with the provision of By-law No. 2022-042 as follows:

**1. Applicant**

Name of Applicant: \_\_\_\_\_

Name of Establishment: \_\_\_\_\_

*Summer Contact Information*

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

*Winter Contact Information*

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

**2. Owner (if other than applicant)**

Name of Owner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

**3. Trailer/Tourist Camp**

Property Location Description: \_\_\_\_\_

Municipal Address: \_\_\_\_\_

Number of Campsites: \_\_\_\_\_



4. In support and forming part of this application there is attached a plan and specifications of the facility to be operated or that is planned as required in By-law No. 2022-042.

5. In support of this application, approvals from the following agencies are attached:

	Yes	No
a. The Ministry of Environment, Conservation and Parks	___	___
b. The Ministry of Natural Resources and Forestry	___	___
c. The Ministry of Transportation of Ontario	___	___
d. Peterborough Public Health	___	___
e. The County of Peterborough	___	___
f. Applicable Conservation Authority	___	___
g. Hydro One	___	___
h. Other Agencies	___	___

6. Permit fee submitted herewith is: \$\_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

The Corporation of the  
Township of Havelock-Belmont-Methuen

Schedule "B"

Application for Trailer or Tourist Camp Operations Licence

Application is hereby submitted to the Township Clerk of the Corporation of the Township of Havelock-Belmont-Methuen to operate a Trailer Camp or Tourist Camp within the Township in accordance with the provision of By-law No. 2022-042 as follows:

**1. Applicant**

Name of Applicant: \_\_\_\_\_

Name of Establishment: \_\_\_\_\_

*Summer Contact Information*

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

*Winter Contact Information*

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

**2. Owner (if other than applicant)**

Name of Owner: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

**3. Trailer/Tourist Camp**

Property Location Description: \_\_\_\_\_

Municipal Address: \_\_\_\_\_

Establishment Permit Number: \_\_\_\_\_

Number of Campsites: \_\_\_\_\_

4. Licence Fee Structure: (\$100.00 per year + \$10.00 per existing camp lot) Total =  
\$ \_\_\_\_\_

5. Licence fee submitted herewith is: \$ \_\_\_\_\_

Yes  
No

6. A copy of the plan and specifications of the facility to be operated is attached \_\_\_\_\_

(only applicable if plans have changed from the plans you most recently submitted)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant

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In support of the above application, the following statement is deemed to be submitted herewith:

I, \_\_\_\_\_ of the Township of Havelock-Belmont-Methuen, in the County of Peterborough, do solemnly declare:

1. That I am the applicant named in the application set out above and as such have knowledge of the facts hereinafter set forth.
2. That the number of camp lots and the location of all structures and other physical features of the subject Trailer or Tourist Camp remains unchanged from my most recent submitted plans, submitted with Establishment Permit Number: \_\_\_\_\_.
3. That I have reviewed and that I am familiar with the contents of Township By-law No. 2022-042.

\_\_\_\_\_  
Signature of Applicant