

SPRINGWATER



**HANDBOOK
FOR SEASONAL
CAMPERS
2022**

***** Publication Date: January 13, 2022 *****

WELCOME!

We are pleased that you have chosen the Springwater Conservation Area as your vacation home away from home.

The Springwater Conservation Area is a project that began in 1971 by the Catfish Creek Conservation Authority (CCCA), which was founded in 1950. It consists of 32 hectares of natural area which is open for public use, and has a six-hectare spring-fed reservoir. The reservoir offers swimming, non-motorized boating, and fishing, and is bordered by 150 metres of sandy beach. There are hiking trails (8 km in total) located throughout the Area (Trail Guides are available in the Visitor Centre and Administration Centre). Picnic areas offer ample space for outdoor sports and recreation.

Springwater Forest is located across the road from the main campground. The Catfish Creek Conservation Authority has preserved and protected this 142-hectare ageless forest from unauthorized clearing. It provides an ideal environment for outdoor education, wildlife observation, nature studies, hiking, and general relaxation.

We are pleased to announce that Springwater was awarded the inaugural 'Favourite Campground / Trailer Park' in the 94.1 MyFM Spirit Awards in 2019 & 2021.

Request from the CCCA Board of Directors:

In an attempt to minimize hydro costs, it has been recommended by the CCCA Board of Directors that campers make an effort to reduce their hydro usage dramatically.

For example, limit outdoor lighting and do not leave air conditioners running when occupants are not within the unit.

MAIN ENTRANCE GATE PROCEDURES

Two lanes will be available for entry. The entry lane on the right will be a scan card system, for Seasonal Campers only at this time. The entry lane on the left (closest to the Visitor Centre) will be for all visitors and any seasonal campers without a swipe. This lane will be a controlled gate. Staff will raise the gate for entry after transactions have been completed.

Each vehicle must **STOP**, scan the card, and wait for gate arm to raise before entering the campground. These are automated gates, only one vehicle per swipe has time to proceed through the gate. Any damage resulting from misuse will be the responsibility of the vehicle owner/operator. Any misuse or abuse of the card may result in immediate eviction.

Seasonal Campers will receive one complimentary Seasonal Entry Card per site.

Additional cards may be purchased for \$60.00 for a maximum of four (4) additional cards per site. **No Entry Cards will be sold until seasonal fees have been paid in full.**

If campers arrive without their Entry Card, they must use Lane 1 (closest to the Visitor Centre) and a \$10.00 vehicle day pass is required.

If the card is lost or damaged a \$25.00 replacement fee will be charged. This applies to cards purchased in the current season only. Old/lost cards are deactivated.

SEASONAL CAMPING DATES

Seasonal Camping.....May 6 to October 10

2022 SEASONAL SITE FEES

**prices include all applicable taxes*

15 amp. Seasonal Site Fee.....	\$ 2,620.00
30 amp. Seasonal Site Fee.....	\$ 2,840.00
Winter Storage.....	\$ 225.00
Winter Storage (shed &/or deck with no trailer).....	\$ 50.00
Winter Storage (other equipment/vehicles).....	\$ 100.00
Sewage Pumping Service (per pump).....	\$ 50.00
Sewage Pumping Service (Emergency service).....	\$ 100.00
Sewage Pumping Service (bi-weekly).....	\$ 290.00
Sewage Pumping Service (weekly).....	\$ 560.00
Sewage Pumping Service (2 nd tank) * 50% of Rate	
Seasonal Entry Card (Limit 4 per site).....	\$ 60.00
Replacement Seasonal Entry Card (current season).....	\$ 25.00
External Refrigerator (all).....	\$ 100.00
Trailer or Deck Installation/Relocation.....	\$ 75.00
Late Fees on Seasonal Camping (per month).....	\$ 100.00
Late Fees on Winter Storage (per month).....	\$ 75.00
Refundable Site Cleaning Deposit.....	\$ 75.00

RELEVANT DATES FOR 2022

Gates Open & Hydro On:	May 6
Seasonal Fees Due in Full:	Opening Day (May 6)
Opening for Seasonal Campers :	Mother's Day Weekend
Campground Open to All :	May Long Weekend
Late Fee applied to unpaid Seasonal Fees:	End of Each Month
Seasonal Site Deposit Due:	Thanksgiving Day
Winter Storage Due:	Thanksgiving Day
<i>* Hydro turned off Friday following Thanksgiving Day</i>	
Gates Closed:	October 14
<i>* Friday following Thanksgiving Monday at 3pm</i>	

SEASONAL SITE FEE PAYMENTS

If paying by cheque, please use “Catfish Creek Conservation Authority”, not “Springwater Conservation Area” as the payee.

Seasonal Camping Fees are due in **FULL** by opening day. An Administration Fee of \$100.00 will be charged if fees are not paid in FULL by the Victoria Day Weekend. The \$100.00 Administration Fee will be applied at the end of each month, until balance is paid and/or eviction occurs.

The seasonal camper must make a minimum payment of one-month retail serviced camping by Mother’s Day Weekend. If the minimum 1-month retail serviced camping is not paid by the Victoria Day Long Weekend, eviction procedures will be initiated.

Contracts must be signed by the **primary site occupant** to obtain a Seasonal Entry Card.

A minimum \$50.00 deposit is due by Thanksgiving Day each year to ensure site occupancy for the next camping season. This amount is included in seasonal site fees, and is not an additional fee. This fee is payable at the same time as Winter Storage fees in the fall. Pre-Season deposits are refundable if Seasonal Reservations are cancelled prior to opening day of the next camping season.

* If a deposit has not been received by Thanksgiving Day, the site may be reassigned and/or eviction procedures will be initiated.

A “pre-payment incentive” is offered which allows Seasonal Campers returning for the 2023 camping season the option of avoiding the rate increase by paying the original seasonal site fee in full by November 15th.

WINTER STORAGE

As a service to Seasonal Campers, the Catfish Creek Conservation Authority allows the storage of camping trailers, decks, and sheds on-site.

Winter Storage Fees are due in full, and Winter Storage Agreements must be signed by Thanksgiving Day to avoid incurring a **\$75.00 late fee per month**. **On November 2nd, the Conservation Areas Supervisor will initiate eviction procedures on any outstanding winter storage accounts.**

If on-site storage is being utilized, and you will not be camping at Springwater next season, the site must be vacated by April 30th. Please contact the office when you are coming to remove the contents from your site.

If not winter storing, trailers must be removed before the gates close (Friday following Thanksgiving Monday). Trailers are not to be returned to site until opening of gates (Mother's Day Weekend).

The trailer is to remain on-site for the winter months. The trailer owner is responsible for winterizing their own unit. The Catfish Creek Conservation Authority will not be responsible for maintaining the unit while in storage, or keeping roads or storage area clear of snow. The trailer owner will be solely responsible for insurance covering any theft or type of damage whatsoever to the unit while in storage at Springwater C.A. (i.e. snow, wind, fire, malicious damage, etc.).

The main campground entrance will be locked on the Friday following Thanksgiving Monday, and reopen on opening day.

The Catfish Creek Conservation Authority grants permission to the owner/occupant to enter the campground area on foot during the storage period for the purpose of inspecting the unit and enjoyment of day-use winter activities on the grounds.

ON-SITE TRAILER SALES & SEASONAL SITE RELOCATIONS

Campers must contact the office when trailers are being sold and/or sites vacated. To avoid confusion, please contact the office for details prior to listing a trailer for sale.

Please refer to #s 3, 13, & 14 of the Seasonal Camper Rules & Regulations.

If there is a seasonal camper on the relocation list for the site on which a trailer is being sold, the trailer must be moved off the site when sold. If no seasonal camper has placed their name on the relocation list for that site, the trailer may be sold “on-site”.

If the trailer has been approved to be sold on site, this approval will stay on record for two (2) years maximum. After the two (2) years, approval has to be sought again.

As a courtesy to seasonal campers we maintain a relocation list in the CCCA Admin. Centre. Seasonal Campers may request up to TWO (2) preferred sites to potentially move to.

As sites become available staff will consult the list and contact the FIRST person on the list that has requested the specific site. If the first person passes, then the next person will be contacted and so on.

Once a relocation has occurred, all other requested sites will be null and void. That camper may not relocate for another two seasons.

ACTIVITIES

Hiking through the Springwater Forest, 150 meters of sandy beach, ample swimming area, fishing platforms, non-motorized boat launch, children's playground, horseshoe pits. Canoes and Kayaks are available to rent either half a day or for a whole day.

Staff are hoping to generate activities, pending provincial regulations surrounding COVID-19. Updates will be announced as they become available.

SPECIAL EVENTS

Normally, each year the Catfish Creek Conservation Authority partners with various organizers to hold Special Events at the Springwater Conservation Area.

Due to COVID-19 restrictions, all events were cancelled in 2020 & 2021.

We are unsure which events may run this year, but stay tuned and keep your fingers crossed.

RULES & REGULATIONS

These rules, regulations, and standards were developed to maintain a level of safety and consistency at the Springwater Conservation Area campground and are based on CCCA's Ontario Regulation 688/21. All Conservation Area users are responsible for knowing all the rules and regulations.

Violations(s) may result in eviction without refund, a permanent ban and/or fine, and the possibility of court action. CCCA enforces a Zero Tolerance Policy. At the discretion of CCCA, permits may be revoked at any time without refund.

Conservation Area staff are responsible for interpretation and enforcement of these rules, regulations, and standards.

TRAILER REQUIREMENTS & SITE RESTRICTIONS:

1. Maximum of two cars per site (space permitting). Campers will receive one Entry Card per site to allow regular access to the entire Springwater Conservation Area.
2. Maximum of one trailer plus a dining tent or **small sleeping tent** permitted on each site. * the occupants of the tent must be registered occupants of the site.
3. Trailers must be road worthy, licensed, and insured. Trailers that have been renovated (i.e. windows, doors, wall panels not of original quality and size) are not permitted. No sunrooms, sunroom roofs, or add-a-rooms allowed. Due to the limited space park models and trailers over 40 feet are not permitted. Roof installations and/or alterations that are not part of the original trailer design are not permitted. **Trailers must not exceed 8'6" in width.** Existing trailers over 20 years of age may not be sold on-site without written authorization from the Conservation Areas Supervisor. New seasonal campers may only bring in trailers that are 20 years or newer and meet the approval of the C.A. Supervisor. Removal may be requested at any time due to maintenance and/or safety concerns.
4. Trailers must be backed into the right hand side of each site and be placed perpendicular to the roadway.

5. Patio decks cannot be constructed with patio stones and cannot be any wider than 8 feet, no longer than the length of the trailer, and no higher than 3 feet. All building projects must be approved by the C.A. Supervisor.
6. No below ground footings are permitted.
7. Only one shed per site. Sheds cannot be any larger than 48 square feet, no higher than 8-feet and they must be painted a neutral colour. No foundations are permitted and the location of the shed should be behind the trailer or in a location determined by the C.A. Supervisor.
8. Due to electrical demands on individual sites, the use of air conditioners is only allowed on 30 amp-serviced sites. Any Seasonal Camper found to be continually blowing electrical breakers due to excessive overloading in the opinion of a Licensed Electrician will be responsible for all expenses associated with any repairs.
9. The use of an external refrigerator is not encouraged although permitted if it is neat, has a locking device, and is stored within a shed or under an awning. **There is an extra fee for any external refrigerator (outside of trailer).**
10. Hydro and water lines must be buried from post to trailer and C.A. Supervisor must approve installation.
11. Permanent clotheslines must be higher than 6 feet so they do not pose a hazard to people.
12. Site holders are responsible for grass maintenance. Any flower or vegetable beds being installed by any camper must be approved first by the C.A. Supervisor.

ADMINISTRATION:

13. All sites are the property of the Catfish Creek Conservation Authority. When a camper terminates the Seasonal Agreement, the site becomes vacant. Assigning or transferring the occupancy of any site as part of the sale of a trailer is strictly prohibited. Please contact the C.A. Supervisor if considering any project on site that may not be specified on the Regulations.
14. Seasonal campers may relocate to a different site if available. Relocations are accommodated on a first come first serve basis. A list is maintained in the office.

15. No seasonal camping refund shall be given except under special circumstances (i.e. medical, sale of trailer) and must be authorized by the C.A. Supervisor or Financial Services Coordinator. Refunds are calculated as follows: time spent camping x the retail daily/weekly/monthly rate + \$50.00 administration = total amount due less seasonal fee received = refund amount
16. Any cheques returned by the bank will be subject to a \$30.00 administration charge.
17. The main campground entrance will be locked on the **Friday following Thanksgiving Monday, and reopen Opening Day (Mother's Day Weekend)**. Any person(s) entering the campground without permission may be charged with trespassing.

GENERAL CAMPING REGULATIONS:

18. Maximum speed limit within the property is 15 km/hr.
19. Consumption of alcoholic beverages and marijuana are permitted on your campsite only. Growing of marijuana is forbidden within the Springwater Conservation Area.
20. Quiet time in the campground is from 11:00 p.m. until 8:00 a.m.; no excessive noise is allowed at any time.
21. Visitors are permitted from 9:00 a.m. to 11:00 p.m. No visitors will be allowed in after 9:00 p.m. Registered campsite permit holders are responsible for the actions and safety of all individuals on their site.
22. No abusive or insulting language, nor threatening behaviour by campers or their pets will be tolerated.
23. Pets must be kept on a 2-metre leash and controlled at all times, plus you must "Stoop and Scoop". Pets are not allowed in the swimming area and/or in any building.
24. All garbage and recyclables must be dropped in the bin located in the service area. Please separate recyclables accordingly. No oversized items (i.e. couches, fridges, chairs, etc.).

BLACK WATER:

25. Proper use of Grey Water Pits is mandatory. In no instances should Black Water (sewage) be drained into Grey Water Pits, this will result in immediate eviction.
26. Sewage dumping stations are provided. All sewage must be contained within your camping unit. The only methods of sewage removal allowed in the Conservation Area are industry standard / professional built honey wagons or the Authority-provided sewage removal service.

FIREWOOD:

27. A maximum of one face cord (4'x8'x16") can be located on the Seasonal Site. Stacking wood against trees or shrubs is not permitted. Campers are prohibited from transporting firewood into the Conservation Area.

PARKING & VEHICLES:

28. Bicycles must be equipped with a light if driven after dark.
29. No dirt bikes, ATVs, mini-bikes, or scooters are allowed.
50. All visitor parking areas are for vehicles only.
51. Miniature electric vehicles are not allowed on the roads without the supervision of an adult.

BEACH REGULATIONS:

30. No motorized boats are allowed on Springwater Pond.
31. The beach area closes at 8:30 p.m. No swimming across the pond or diving from fishing platforms. Swimming and other water activities are only permitted within the marked area.

WATER & LAND CONSERVATION:

32. Due to limited water pressure and conservation measures, lawn watering is prohibited. No personal laundry units are permitted.
33. Creating unauthorized bike and walking trails is prohibited.
Seasonal campers are responsible for the actions of their children and guests, and will be responsible for the costs of any repairs.

TENT PLATFORM:

34. Tent platforms are permitted. The platform dimensions can not exceed tent floor dimensions. The height of the platform can not exceed 6 inches. No in ground posts are permitted.

GATE PROCEDURE:

35. All campers and visitors entering the conservation area are required to follow all posted entrance signage.

WALKWAYS & SITE DELINIATIONS:

36. Granular stone walkways are not permitted. Patio stone walkways are permitted - limited to one stone width wide.
37. Fences or fenced enclosures of any type will no longer be permitted or replaced.
38. Campsites are delineated by four corner posts. No alterations beyond the posts are permitted.

GENERAL:

39. Children are prohibited from the Garbage/Recycling Service Area, unless accompanied by an adult.
40. Children 16 years or younger must be on the site registered to their parent and/or guardian at dusk. Playground closes at dusk.
41. Feeding and harboring stray animals is prohibited.

GOLF CARTS:

42. Only individuals who are physically challenged will be permitted to use golf carts, in accordance with the following conditions:
43. Seasonal Campers must purchase a Golf Cart permit.
44. All traffic regulations would be applicable, with use only on existing roads and paths (all trails excluded).
45. The operator of the cart must possess a valid disability sticker from the province.

PULLING OUT:

46. When pulling out and not returning, it is recommended that belongings and site contents are removed before removing trailer to avoid theft.

FIREWORKS:

47. Fireworks are not permitted within the Conservation Area, unless under special permit, approved by the C.A. Supervisor.

PROPERTY TAX:

48. Any campers with trailers that are deemed to be permanent structures by the Municipal Property Assessment Corporation (MPAC) will pay the property tax assessment on their trailer in accordance with the CCCA Accounts Receivable Policy.

ENERGY CONSERVATION:

49. In order to conserve energy, all exterior decorative lighting must be turned off from 12:00 midnight to 8:30 p.m. along with air conditioners in trailers when unoccupied.

All rules are subject to annual review.

In addition to all regulations noted above, Conservation Areas Regulations, O. Reg. 688/21, s. 17, under the Conservation Authorities Act also apply.

FRIENDS OF SPRINGWATER

The Friends of Springwater is a volunteer organization made up of Seasonal Campers. Their mandate is to provide, maintain, and magnify the recreational opportunity for the Springwater Conservation Area. Volunteers are needed to run events. To sign up as a volunteer, please contact the President of the Friends of Springwater.

The Friends of Springwater Executive is NOT responsible for: Seasonal Camper complaints, concerns, or questions, nor enforcement of Springwater C.A. Rules and Regulations

For the enjoyment of all, including those individuals on the Executive of the Friends of Springwater, all individuals are to bring any questions or concerns directly to the Staff of the Catfish Creek Conservation Authority, not to the Friends of Springwater.

CONSERVATION AREA REGULATIONS & FINES

The CCCA has an Authorized Provincial Offences Officer. All applicable Conservation Authorities Act Regulations will be enforced at the Springwater Conservation Area. A summary of the fines is listed below. A detailed copy of the full document will be available this summer.

Our Conservation and Natural Areas are regulated under the Conservation Authorities Act. Violation of the regulations can result in fines and/or eviction. More information here:

<https://www.ontario.ca/laws/regulation/210688>

Catfish Creek Conservation Authority reserves the right to bar entrance or evict anyone whom it deems to be detrimental to the area or a threat to the safety of visitors.

Staff is not responsible for contacting police, fire, and/or ambulance services. Call 911. Park staff should be notified, and someone should be sent to the entrance of the park to guide emergency vehicles to the scene.

OFFENSE	FINE	SURCHARGE
Unlawful Camp	\$125	\$25
Entering and Remaining After Hours or Without a Permit	\$125	\$25
Cut, Remove, Injure or Destroy Growth	\$125	\$25
Remove or Destroy Soil or Rock		
Unlawfully Make Excavation		
Permit Animal to be At Large, Disturb Other Persons, Make Excessive Noise or be Near Swimming Area	\$75	\$15
Unlawfully Bring Animal Into Conservation Area		
Deface, Remove or Damage Property	\$125	\$25
Litter	\$125	\$25
Fail to Keep Camp Area Clean or Keep in Natural Condition		
Unlawfully Start or Maintain Fire	\$150	\$25
Leave Fire Unattended		
Operate Motor Vehicle At Excessive Speed	\$125	\$25
Use Abusive or Insulting Language	\$150	\$25
Make Excessive Noise		
Disturb Other Persons		
Fail To Obey Officer	\$125	\$25
Unlawfully Sell, Offer For Sale, Engage In Fund Raising, Advertise or Carry On Business	\$50	\$10
Unlawfully Conduct Public Performance, Bring In Equipment For Public Entertainment, Conduct Public Meeting or Cause People To Congregate	\$50	\$10
Unlawfully Operate All-Terrain or Motorized Snow Vehicle	\$125	\$25
Unlawfully Kill, Trap, Pursue or Disturb Wildlife	\$150	\$25
Unlawfully Possess, Shoot, Discharge or Use: Spring Gun, Air Gun, Firearm, Slingshot or Archery Equipment	\$150	\$25

SEWAGE PUMPING SERVICE

The Springwater Conservation Area provides sewage dumping stations for campers, as well as weekly and bi-weekly sewage pumping service.

Generally, sewage pumping service will be operating on Thursdays. Notices will be posted if there will be a change in the service date.

Requests for service must be received by end of day Tuesday of the week the camper wishes the service to be scheduled.

SOCIAL MEDIA GUIDELINES

Seasonal Campers are asked to contact the CCCA directly by phone, e-mail, or in person with any questions or concerns. We appreciate the chance to resolve any issues in a timely manner so that negative comments are not posted on our socials.

PRIVACY POLICY

The Authority will not release any personal information related to seasonal campers. It is the responsibility of the camper to make their guests aware of their campsite location.

RESIDENCES / MAIL DELIVERY

The Springwater C.A. cannot be used as a permanent or principal residence. Mail delivery is not feasible, and no incoming mail should be addressed to seasonal campers.

EXTERNAL REFRIGERATORS

Fees for External Refrigerators are due at the same time as Seasonal Site Fees. Be sure to tell Springwater Staff to include this fee if you are using an external fridge. A survey will be conducted throughout the summer to ensure that all external refrigerators have been registered.

GOLF CARTS

No Golf Carts may be brought into the Conservation Area without prior approval.

The regulation remains that only those individuals who are physically challenged will be permitted to use golf carts, in accordance with the following conditions:

- Seasonal Campers must purchase a Golf Cart permit
- All traffic regulations would be applicable, with use only on existing roads and paths (all trails excluded)
- The operator of the cart must possess a valid disability sticker from the province.

A fee of \$75.00 will be charged for all golf carts.

HYDRO ABUSE FINES

Hydro costs continue to increase significantly each year. In order to try and keep increases to a minimum, the Board of Directors has decided to implement a fine of \$50.00 per incident to those seasonal campers found to be abusing the hydro. Abuse is defined, but not limited to,

- Leaving the trailer unattended for multiple days with air conditioning running
- Leaving outdoor trailer lights on during daytime hours or past midnight, if unattended
- Leaving trailer lights on when unoccupied

WARNINGS / CHARGES / EVICTIONS

It is conceivable that a person using the Springwater Conservation Area could receive up to three warning notices before they are officially evicted. Written warning notices will be kept on file for transfer from year to year. Warning records will be cleared after five (5) consecutive years of no new warnings being issued from the date of the last written notice issued.

The **first warning notice** will be issued as a written notice indicating the infraction and the date the infraction occurred. This notice will be prepared, signed, and delivered in person by the Conservation Areas Supervisor or delegate.

The **second warning notice** will be considered a final warning issued as a written notice indicating the infraction and the date the infraction occurred. This notice will be prepared, signed, and delivered in person by the Conservation Areas Supervisor or delegate.

The **third notice** will serve as an eviction notice. The final warning notice to a seasonal camper will be signed by the General Manager / Secretary-Treasurer and delivered in person by the Conservation Areas Supervisor or delegate.

Vandalism, violent acts against others, illegal drug possession, illegal drug use, and any other egregious and unreasonable behaviour at the discretion of the Conservation Areas Supervisor are not only cause for immediate eviction, but also potential grounds for criminal prosecution.

All eviction notices are final and are not appealable to the Board of Directors of the Catfish Creek Conservation Authority.

VISITOR CENTRE HOURS

May, June, September, and October

Fridays 9:00am - 9:00pm
Saturdays, Sundays & 9:00am - 4:00pm
Holiday Mondays

July & August

Seven Days a Week 9:00am - 9:00pm



Contact Information

Catfish Creek Conservation Authority
Administration Centre
8079 Springwater Rd, RR#5,
Aylmer, Ontario N5H 2R4
Phone: (519) 773-9037

Hours of Service:

Monday - Friday 9:00 am - 4:00 pm, year-round

e-mail: springwater@catfishcreek.ca

Twitter: @catfishcreekca

website: www.catfishcreek.ca

Instagram: @catfishcreekca

Facebook: Springwater Conservation Area