

Cabin Owner

Policies and Procedures Handbook



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Connecting With God
Connecting with People
Enjoying Nature

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INTRODUCTION

This Cabin Owner Policies and Procedures Handbook was developed to help provide a friendly, safe and comfortable environment for everyone. **CONSIDERATION, COOPERATION AND CHRIST-LIKE CONDUCT** are key to overriding principles that govern all the content provided in this Handbook. All cabin owners must adhere to the Policies and Procedures in this document.

All Cabin owners, guests and their families are subject to the guidelines included in Section 6 while residing on the grounds. It is important that everyone familiarize themselves with the contents of this Policy and Procedure Handbook, so that misunderstandings, and conflict will be minimized.

Note that all Appendix forms referenced in this document are posted on the Bethel Park website and will be updated and posted as needed.

1.0 DEFINITIONS

1.1 Cabin Owner

Shall mean the owner of a Cabin which is a dwelling place presently situated on Bethel Park land, or a trailer site which has been assigned to a particular person on a consecutive yearly basis.

1.2 Camp Services

Shall mean services conducted on Bethel Park land in the nature of church services and related activities.

1.3 Bethel Park Land

Shall mean the land owned by the Bethel Park known municipally as Highway 3, Rodney, Ontario and registered by Deed Instrument #387230 on July 24, 1998, at the Registry Office for Elgin (11) St. Thomas. Bethel Park land may be referred to as campground from time to time.

1.4 Bethel Park

Shall mean the Ontario Bethel Park Bible Camp Society.

1.5 Bethel Park Management

Shall mean either the Board of Directors or a sub-committee or a person(s) appointed by the Board of Directors for a particular purpose to manage that particular matter.

2.0 OWNERSHIP OF CABIN

2.1 Qualification Criteria for Owning a Cabin

A person is qualified to become and remain a Cabin owner if he or she qualifies under the following criteria:

- 2.1.1 Is a church member or adherent in good standing and a current and regular attendee of a church, which is within the fellowship of the Pentecostal Assemblies of Canada.
- 2.1.2 Is a current and regular attendee of an evangelical church who has received special approval by a resolution of the Board to own a Cabin. Applicants who are not members of a PAOC church must provide written acknowledgement that they accept the PAOC *Statement of Fundamental and Essential Truths*.
(Appendix B)
- 2.1.3 The Primary reason for owning a Cabin must be for the spiritual development of the owner and his or her household. Cabin ownership **must** be primarily for spiritual objectives as per our Charter, not recreational priorities.
- 2.1.4 Must be 18 years of age or older.

2.2 Application for Ownership, Co Ownership, Transfers and Sales

Prior to Ownership, Co-Ownership, Transfer or Sale of any cabin or trailer site, owners **must complete the appropriate forms**. A *Cabin Sale and Purchase Tips* overview is available as Appendix A to help guide the process. The documents referred to in this document are available on the website at www.bethelpark.ca under the Members tab and will be updated as required.

For additional information contact the Camp Administrator at administration@bethelpark.ca. The Bethel Park Management shall review all items of the application.

- 2.2.1 An Interview process will be conducted for new applications.
- 2.2.2 Transfer applications must ensure that there are no building infractions and that all taxes, levies and charges paid. Any building infractions that exist at the time of transfer application, must be corrected prior to valid transfer.
- 2.2.3 No transfer of ownership is effective until application is approved in writing by the Bethel Park Management. **It is therefore advisable not to exchange funds until such written approval has been received by the applicant.**
- 2.2.4 A Cabin owner wishing to sell their Cabin must notify the Camp Administrator in a timely fashion prior to the sale of the Cabin by submitting an Intent to Sell.
- 2.2.5 These procedures and conditions apply for all categories of ownership applicants, whether by sale, gift, Will, inheritance or by any other proposed transfer of ownership.

NOTE: ANY change of name on the property requires the same procedures as noted above even though there may not be an exchange of funds.

2.3 Bethel Park Land

All Bethel Park land remains the property of the Bethel Park. A person who owns a Cabin does not have any ownership claim with any of the Bethel Park land.

2.4 Payment of Taxes and Fees

All taxes must be paid on or before the due date. (Due date is May 31, as of 2023)

In the event that payment is not received within 60 days of the due date, and payment arrangements have not been made with Treasury, electricity to the property will be stopped and the privilege of Cabin ownership and membership jeopardized. (See Forfeiture Section 4.0).

Automatic Bank Withdrawals

To request monthly automatic bank withdrawals, email bookkeeper@bethelpark.ca for further instructions.

Cheques

In order for banks to clear a personal cheque, it must be made payable to: **Ontario Bethel Park Bible Camp Society**. Mail cheques to: Bethel Park Camp, 310 Fairway Rd. S., Box 45070, Kitchener, ON N2C 1X0

E-Transfers

When making a payment by e-transfer, a password is not required. The email address for Bethel Park payments is bookkeeper@bethelpark.ca. Note in the message box your cabin address.

A 1.5% per month administrative fee is added for every month that the Cabin Taxes and Fees Notice is in arrears.

February

- Cabin Owners receive Taxes and Fee Notice via mail or email
- Taxes and Fee Notice will include the following statement:

Cabin Owner Policies and Procedures 2.4: All taxes must be paid by the due date. In the event that payment is not received within 60 days of the due date, and payment arrangements have not been made with Treasury, electricity to the property will be stopped and the privilege of cabin ownership and membership jeopardized.

May 31

- Taxes and Fees are due

June 30

- If no payment plan between the Cabin Owner and Treasury has been agreed to, a letter (regular mail, e-mail, and registered mail) will be sent to the Cabin Owner notifying them that since payment or payment arrangements have not been made, hydro will be cut off to the property on July 31 and will remain cut off until payment is made.
- The Cabin Owner will also be given notification that the privilege of cabin ownership and membership is jeopardized as per the Forfeiture Section in the Cabin Owner Policy and Procedures Handbook.

- July 31**
 - If Cabin Owner does not respond, makes no payment, or does not agree to a payment plan with Treasury, hydro to the property will be cut off.
- September 30**
 - If arrears continue and no satisfactory payment plan has been agreed to, the Cabin Owner will be sent a notice (by regular mail, email and registered mail) that the Forfeiture Clause has been evoked and that they have 12 months to comply, or the forfeiture clause will be enacted.

4.0 Forfeiture Clause

If a cabin owner is no longer eligible to be a cabin owner pursuant to Bethel Park By-laws, policies, procedures, rules and regulations, then such person must sell the cabin (or remove without any damage to any other property) within 12 months of being notified by registered mail by the Bethel Park management. Failure to do so will automatically revert all rights, interest, privileges and ownership of the Cabin into the name of the Ontario Bethel Park Bible Camp Society upon expiry of the 12-month period. Payment in the amount of \$2.00 per square foot (minus outstanding taxes and fees) will be made after an inspection of the cabin by the Director of Facilities, to ensure that the cabin has been kept in good state of repair. If the cabin is in a state that requires it to be torn down, no payment will be made.

2.5 Building Codes

Any new Cabin or any exterior renovations to an existing Cabin must first receive the written approval of the Bethel Park Management. Please complete the appropriate application and abide by all regulations.

2.6 Insurance

The cabin owner agrees to obtain liability insurance coverage at their own expense and maintain such coverage throughout the ownership of their cabin and shall provide the Policy number and name of insurance company annually to the Ontario Bethel Park Bible Camp Society Office.

The cabin owner agrees to maintain fire and liability insurance coverage AND have a functioning smoke alarm system and fire extinguisher in the cabin.

2.7 Trailer Sites

2.7.1 *Permanent Trailer Site:* For Trailers that are permanent in nature, that are not moved at the end of the season. These are dealt with the same as cabin owners in that they can sell their trailer on site as a cabin owner would sell their cabin, using the same forms and procedures. If however, they remove the trailer, the site immediately reverts back to Bethel Park for re-rental.

Cost: Taxes & Fees as for a cabin

2.7.2 *Consecutive Trailer Site:* For Trailers that are removed seasonally but return on an annual basis. Consecutive Trailer Sites will be made available annually to the Trailer owner on record, if they make their intent to return to the site for the following season, known to the office by November 30th of the year prior to the following season. The site must be occupied by the original Trailer owner, it may

not be reallocated to anyone else. If the original trailer owner does not return for the season or does not pay their fees by the due date, the trailer site will immediately revert back to Bethel Park.

Cost: Taxes & Fees as for a cabin

- 2.7.3 **Rental Trailer Site:** Sites available for undesignated periods of time, (i.e., a weekend or a week during organized events, or a season) and they are charged a rental fee.

3.0 MANAGEMENT

3.1 Board of Directors

The affairs of Bethel Park are managed by an elected Board of Directors, each of whom shall be a Bethel Park member throughout their term of office. The Board is ultimately responsible for the governance of Bethel Park, which is a charitable non-profit corporation in the Province of Ontario. The Board is responsible for:

- Managing the corporation using sound business practices and policies as defined by relevant legislation and agreement(s)
- Maintaining the property in a state of good repair
- Responding to the needs and concerns of the membership effectively and efficiently
- Contracting, supervising and directing the Staff and Service Contracts
- Operating in a fiscally responsible manner

3.2 Director Nominations

Nominations for directors must be submitted in writing by a member and must include the member's signature. Nominations are to be submitted when requested in the year of the election.

No person may nominate more than 11 persons for the Board of Directors. (The 12th director is a designated PAOC representative.) The person nominated must meet the requirements for directorship, including:

- Be a Bethel Park member in good standing (paid all taxes and has no outstanding infractions).
- Have a record of actively participating in Bethel Park activities and functions.
- Owned a Cabin (or permanent trailer site) continually for the three years prior to the nomination (exception for persons with PAOC credentials who have been approved by Special Resolution by the Board of Directors).
- Meet the qualifications for a church board as set out in the current Bylaws.
- Must be a person of mature experience, sound judgment, recognized ability, and Christian character.

A nominating committee, appointed by the Board, will review the list of nominations to ensure that the individuals meet the requirements as set out in the Bylaws. The committee may also nominate other Bethel Park members that they deem appropriate and in the best interests of the Bethel Park. The committee shall recommend a list of Bethel Park members to the board for board nominees.

3.3 Bethel Park Membership

All Cabin owners will automatically become Bethel Park Members, one year after Cabin ownership.

Any Bethel Park member who sells their Cabin will have their membership revoked automatically as soon as they cease to be a Cabin owner. The Board of Directors, in their sole discretion, may revoke a Cabin owner's membership in Bethel Park. A Bethel Park member shall be notified in writing of the reasons for the intent to revoke membership and be given the opportunity to be heard by the board or a designated board representative prior to the revocation. The decision to revoke Bethel Park membership shall be by a majority vote of the Board of Directors.

4.0 ENFORCEMENT & FORFEITURE

4.1 Enforcement

It is recognized that a Director, or the Campground Manager, or the Bethel Park Management, or some other person or persons having responsibility and charge over a particular group of people who are in attendance at the camp grounds at a given time, shall have the power to expel or suspend any Cabin owner or camp participant or person on the camp grounds whose conduct is determined to be improper, unbecoming, or likely to endanger the interest or reputation of Bethel Park or who is in breach of any By-Law or policy or procedure or rules or regulations of Bethel Park. A person may therefore lose his/her privilege of participation at camp functions and/or lose his/her privilege of being on the campgrounds.

The Board of Directors shall have the power, by a vote of majority of those present at a meeting, to make a ruling as they see fit, and to expel or suspend any Cabin owner, Bethel Park member or camp participant or person on the Camp grounds whose conduct is determined by the Board of Directors in their sole discretion to be improper, unbecoming, or likely to endanger the interest or reputation of Bethel Park or who is in breach of any By-Law or policy or procedure or rules or regulations of Bethel Park. A Cabin owner may therefore lose his/her privilege of ownership and a person may lose his/her privilege of participation at camp functions and/or lose his/her privilege of being on the Campgrounds. A Bethel Park member may therefore lose his/her privilege of Bethel Park membership. A Bethel Park member shall be notified in writing of the reasons for the intent to revoke membership and be given the opportunity to be heard by the board or designated board representative prior to the revocation.

4.2 Forfeiture

If a cabin owner is no longer eligible to be a cabin owner pursuant to Bethel Park By-laws, policies, procedures, rules and regulations, then such person must sell the cabin (or remove without any damage to any other property) within 12 months of being notified by registered mail by the Bethel Park Management. Failure to do so will automatically revert all rights, interest, privileges and ownership of the Cabin into the name of the Ontario Bethel Park Bible Camp Society upon expiry of the 12-month period. Payment in the amount of \$2.00 per square foot (minus outstanding taxes and fees) will be made after an inspection of the cabin by the Director of Facilities, to ensure that the cabin has been kept in good state of repair. If the cabin is in a state that requires it to be torn down, no payment will be made.

5.0 DISSOLUTION

5.1 Vote to Sell Society Land, Buildings and Equipment

The Society shall be able to sell the Society Land and any buildings and equipment on the Society Land if:

- (a) At least two-thirds (2/3) of the Board for the Society approve the sale of the Society Land and any buildings and equipment on the Society Land; and
- (b) At least two-thirds (2/3) of the Society Members approve the sale of the Society Land and any buildings and equipment on the Society Land.

5.2 Cabin Owners' Election Upon Approval to Sell

Once approval has been obtained by at least two-thirds (2/3) of the Board and Society Members, A Cabin owner may elect to either:

- (a) Remove their Cabin, if they can do so in a manner that does not damage any other property; or
- (b) Leave their Cabin on the Society Land to be sold alongside the Society Land, buildings and equipment.

5.3 Cabin Owner Notification

A Cabin Owner must notify the Society of their election to either remove their Cabin or leave their Cabin on the Society Land to be sold alongside the Society Land, buildings and equipment within the period of time as decided by the Board from time to time.

5.4 Listing of Society Land and Cabins

Once notice has been obtained by at least two-thirds (2/3) of the Board and the Society Members, the Society may list for sale the Society Land and any buildings and equipment on the Society Land through a real estate agent, along with any Cabins that Cabin Owner has elected to include in the sale. The Society shall include within the listing a provision that anyone making an offer to purchase must include in their offer to purchase:

- (a) An allocation of the purchase price for the Society Land and any buildings and equipment; and
- (b) An allocation of the purchase price for the private Cabins owned by Cabin Owners that remain on the Society Land.

5.5 Distribution of the Proceeds of Sale

Cabin Owners who elected to leave their Cabin on the Society Land shall be entitled to a proportional share of the amount allocated to the cabins in the offer to purchase that is accepted by the Society based on the following formula:

- (a) The MPAC value of their Cabin; divided by
- (b) The MPAC value of all Cabins on the Camp property;
- (c) Multiplied by the portion of the sale price allocated to the Cabins in the offer to purchase.

5.6 Removal of Cabins

Cabin Owners who elect to remove their Cabins from the Society Land shall not receive any money for their cabin from the proceeds of sale.

5.7 Distribution of Proceeds

Upon the sale of the Society Land, buildings and equipment, a charitable portion of the sale proceeds will be allocated to a PAOC Charity as agreed to by the Board of Directors at the time of the sale.

6.0 GUIDELINES

6.1 Address Changes

Please notify the Office of any address, name, telephone, or e-mail address change as soon as practical. This information will help keep our Cabin Owners records up to date.

6.2 Alcoholic Beverages

Bethel Park is an alcohol-free environment. The drinking of alcoholic beverages is not permitted on Camp property.

6.3 Campfires

Campfires are allowed in the designated campfire pit only and must be strictly supervised. There must be immediate access to a fire extinguisher or water at all times.

Permission to use the fire pit must be granted by the Director of Facilities or designate.

Provincial and local regulations with regards to fire bans will be strictly adhered to.

The Director of Facilities or designate has the right to withdraw permission for any reason that may present a safety issue.

6.4 Care of Minors

Cabin Owners and registered guests and campers must take full responsibility for all children in their care who are under the age of 18. In the interest of their safety and protection, children should be instructed:

1. Not to play on roadways, in any public meeting areas, in any secluded area (such as forests or fields hidden from public view), in any vacant room or building, or near any Camp work area such as the maintenance compound.
2. Not to leave bikes, scooters, skateboards, etc. near any public entrance out of courtesy for the elderly and physically challenged.
3. Not to leave the grounds unescorted (without a known guardian) at any time.
4. To wear a bike helmet when riding their bike.

6.5 Conduct

Bethel Park has been dedicated to the glory of God for the purpose of ministering to all ages, emotionally, spiritually and physically. As such, all attendees while on the grounds must agree to demonstrate to the best of their ability, by word and action, a lifestyle that is consistent with the moral principles found throughout Scripture.

Camp management reserves the right to determine violation of the scriptural principles and apply punitive measures if required (i.e., expulsion from the campgrounds).

6.6 Conflict Resolution

In the unlikely event that an issue remains unresolved between the Camp Management and a Cabin Owner or guest, the matter will be referred for decision to a neutral arbitration committee set up for this purpose of hearing the complaint at the earliest practical time.

6.7 Curfew

Curfew is 12:00 midnight. The lights at the tennis courts will be shut off at 11:30 p.m. All persons not registered to reside on-site, are expected to leave by curfew. Residents are requested to assist the Camp by having their children and teenagers returned to their accommodations by the required curfew.

6.8 Donations

1. **Automatic Bank Withdrawals:** To request monthly automatic bank withdrawals email bookkeeper@bethelpark.ca for further instructions.
2. **Cheques:** In order for banks to clear a personal cheque, it must be made payable to: **Ontario Bethel Park Bible Camp Society.** Mail cheques to: Bethel Park Camp, 310 Fairway Rd. S., Box 45070, Kitchener, ON N2C 1X0
3. **E-Transfers:** When donating by e-transfer, a password is not required. Indicate in the message box the donation designation (*i.e.*: *Camp-General; Capital-General; or Capital-Name of Project*). Undesignated donations will be allocated to the Camp General Fund. The email address for Bethel Park Donations is bookkeeper@bethelpark.ca.
4. **Cash:** For cash donations, if a receipt for Income Tax purposes is required, complete a Bethel Park offering envelope with complete information.
5. **Canada Helps:** There is a donation link on the Bethel Park website that allows donations to be made directly to Bethel Park through CanadaHelps.org. The Canada Helps Bethel Park page will display on the screen. Donations can be made via credit/debit card and PayPal. Canada Helps will issue a donation receipt.
6. **Income Tax Receipts:** All donations received totaling \$20.00 or more for the year, will be receipted for Income Tax purposes at the end of the calendar year.

6.9 Dress Code

Residents and guests are asked to dress modestly at all times in keeping with generally accepted Christian standards.

6.10 Food Services

Family Camp & Heritage Camp: The Dining Hall is open for Lunch meals and Canteen snacks after the evening service.

Meals on Retreat Weekends are announced in advance of the weekend.

6.11 Firearms

Possession and/or discharge of any firearm is strictly prohibited.

6.12 Fireworks

The use of fireworks (including firecrackers) is prohibited unless special permission is granted by the Camp Management.

6.13 Garbage

Cabin Owners are responsible for taking their garbage to the bins located by the Maintenance Buildings across from the soccer field.

Recyclables: There is a designated bin for recyclables. Please refer to the posted list for acceptable products to recycle.

Construction Garbage/Waste: Cabin owners working on their Cabin must take all their construction waste etc. to the local dump. **Construction waste may not be thrown into the garbage bins.**

6.14 Guests

Protocol for Cabins Regarding Guests

We realize that Cabin Owners may wish to invite guests to use their Cabin with or without the owner present. While the primary focus for Cabin Owners must be on utilizing their Cabins for their own spiritual development, social interaction, and recreational needs, we provide the following guidance to Cabin Owners, for guests using private Cabins at Bethel Park. Complete the *Notification of Cabin Rental/Guest Using Cabin* form available on the website.

1. All users must understand that the Cabin is located on a Christian Camp and that certain lifestyle expectations are required by owners and users. Cabins must notify the office when renters and guests are using a Cabin when the owner is not present.
2. Cabin owners must view their property as being available and utilized for their own purposes as the primary option with a rental component only as a secondary option.
3. Cabin owners are responsible for the behaviour of their guests at all times.
4. Cabin owners must make their guests aware of the Policy & Procedures contained in this document.
5. The Board of Directors reserves the right to refund any registration fee to any person or group, who does not abide by the *Cabin Owner Policy and Procedures Handbook* set forth in this handbook and, if necessary, request that they leave the grounds

6.15 Hospital

If medical attention is required, the closest hospital is:
Newbury Hospital: 1824 Concession Dr. Newbury, ON N0L 1Z0
Main Phone: 519 693-4441

6.16 Liability

Bethel Park Camp is not responsible for personal injury or loss, or damage to private property or personal belongings. Persons responsible for willful damage to Camp

property will be required to reimburse the Camp for such losses and or damage. All Cabin owners must have signed a Liability Release and Indemnification form.

6.17 Mail and Email

OFFICE mailing address is:

Ontario Bethel Park Bible Camp Society
310 Fairway Road South, P.O. Box 45070
Kitchener, ON N2C 1X0

Email Address: administration@bethelpark.ca

Website is www.bethelpark.ca

Phone: 226-964-2275

CAMP Location address is: 21661 Talbot Line, Hwy #3, Rodney, ON N0L 2C0

CONFIDENTIAL MAIL SLOT is also available in the camp office and is checked regularly during the camp season.

6.18 Medical Care

See hospital.

6.19 Pets

Domestic pets are permitted on the campgrounds and private Cabins. For camp owned Cabins, the renter must have special permission and a signed agreement for a pet to stay with them in the camp owned cabin. Pets are not allowed in the tabernacle, the chapel or the dining hall. **(with the exception of a service animal/guide dog required by people with disabilities.)**

Pet owners must be respectful of all other areas where people congregate i.e., around the playgrounds, the tennis/basketball courts, etc. and pet owners must be in control of their pets at all times. Pet owners must be considerate of their neighbours by ensuring that pets remain quiet. Pets must be on a leash, and not left unsupervised outside. All pet waste must be cleaned up immediately and placed in an appropriately sealed garbage container.

6.20 Property

Property is owned by Ontario Bethel Park Bible Camp Society. Cabin owners own their Cabin or trailer, but not the property it is located on.

Prior to any contemplated Cabin renovation (decks, sheds, additions etc.), detailed plans must be submitted to the Camp Administrator's office. The office will forward the plans to the Director of Facilities for approval. The County has allocated specific square footage and building restrictions, and as such a building permit may be required for the renovation.

In the older and more congested areas of the Camp, lot sizes vary and lot lines are hard to distinguish. The Camp reserves the right to make the final decision over any matter of dispute.

Areas around Cabins and trailers should be kept neat and tidy. Exterior decor should be tasteful and in keeping with the neighbouring properties. The Camp reserves the right to make the final decision over any matter of dispute.

The minimum/maximum area square footage limits must be followed if a tent is to be erected on a Cabin site.

A dining tent or a small sleeping tent is usually permissible in the trailer area. The Camp reserves the right to make the final decision concerning space availability.

Decks are allowed beside trailers and Cabins but are not to be attached and/or closed in so as to increase living space without appropriate approvals. However, if a deck has a roof, regardless of whether it is part of the main Cabin/Trailer or attached to the main Cabin/Trailer, regardless of whether the deck is open or closed, the square footage of the deck is taxable. For example, if the deck has a roof, it is taxable, a screen tent on a deck is not taxable.

All tents and RVs must be located only in designated areas.

Do not take independent action. If in doubt, refer questions to the Office for clarification prior to making changes.

6.21 Quiet Hours

It is our desire to provide a place of quiet and restful occupancy for all attendees. Therefore, the hours of 11:30 p.m. to 7:30 am will be considered "Quiet Hours". It is important for all campers to respect this period, out of consideration for their neighbours.

During all other times, excessive noise and rowdy activity should be kept to a minimum in consideration of your fellow campers.

6.22 Registration

All persons staying in Camp accommodations or in the RV area are required to check in and check out at the times designated by the office.

6.23 Season of Occupancy

The Camp will generally be open for occupancy of private seasonal dwellings and trailers from May 1st to October 31st of each calendar year. (Dates may vary and will be communicated to members and Cabin owners by Newsletter and E-mail)

6.24 Smoking

Bethel Park is a smoke-free environment. The smoking of any tobacco product, marijuana or any other plant-based substance is not permitted on Camp property.

6.25 Speed Limits

Speed limits (currently 8 km/hr.) are clearly posted and in the interest of safety must be obeyed at all times. All motorists are requested to please drive carefully. All drivers must be licensed. No person is allowed to ride on the outside of a car.

6.26 Sundays

Sunday shall be observed as the Lord's Day. Campers are requested to refrain from working on their Cabins on this day.

6.27 Tuck Shop

The Tuck Shop offers candy, snacks, beverages, and ice cream for your enjoyment. The hours of operation vary and will be posted at the Tuck Shop entrance.

6.28 Vehicles

Vehicles parked in and around your property should be kept to a minimum. Some Cabins and trailers have very limited space for parking- even for one vehicle. Your co-operation is appreciated in reducing congestion in and around the camp properties. The Camp reserves the right to address parking issues with the Cabin Owners on an individual basis if necessary.

Driving through the campgrounds is to be kept to a minimum (see Speed Limits). Bikes and children's toys are to be stored close to your Cabin or trailer. If bikes are used at night, they must be equipped with a light. Children must wear bike helmets at all times when riding their bikes.

For safety reasons, motorized recreational vehicles are not allowed on the property.

6.29 Wood Burning Stoves

For fire safety, Cabins are not permitted to have wood burning stoves in their Cabins.

6.30 Removal of Trees

Trees are not permitted to be removed without the approval of the Board of Directors designate representative. If a Cabin owner believes that a tree is interfering with the maintenance of the grounds around their cabin or they wish to expand their cottage, they may be required to pay all or part of the cost of the removal of the tree. Also, if the size and complexity of the tree indicates that it requires removal by a licensed tree removal company, Bethel Park will make the arrangements with the company.

6.31 Planting of Trees

Planting of trees must be approved by the Board of Directors' designated representative. No cottage owner will plant trees or large shrubs around their cottage or anywhere else on the grounds without approval.

IN SUMMARY

Bethel Park is a private campground and as such, reserves the right to determine who is allowed on the grounds, who can own Cabins or trailers, and who can rent your facilities.

The Board of Directors reserves the right to refund any registration fee to any person/groups who do not abide by the principles and policies set forth in this handbook and, if necessary, request that they leave the grounds.

Check the website for ongoing Cabin Owner Policies and Procedures Handbook updates at www.bethelpark.ca

**All questions and concerns may be directed to the
Bethel Park Office, Camp Administrator
Phone: 226-964-2275 or E-mail: administration@bethelpark.ca**

APPENDICES

Appendix A..... Cabin Sale and Purchase Tips

Appendix B..... PAOC Statement of Fundamental and Essential Truths

The following documents referred to in this document are available on the website at www.bethelpark.ca under the Members tab and will be updated as required. You may also contact the office at 226-964-2275 or administration@bethelpark.ca to have a copy sent to you directly.

1. Intent to Sell
2. Application for Cabin Ownership Transfer and Bethel Park Membership
3. Application for Cabin Co-ownership and Bethel Park Membership
4. Application for Cabin Renovations / Building
5. Notification of Cabin Rental / Guest Using Cabin

DOCUMENT UPDATE LOG

Date	Section	Description
June 2022	5.0 Dissolution	New section added