

PROPOSED CAMPGROUND LICENSING BY-LAW

WHAT IS A LICENSING BY-LAW?

This is an effective and flexible tool under the Municipal Act that oversees businesses. A Licensing By-Law can require specific businesses to receive a license, conduct ongoing monitoring of their operations, and include conditions that must be followed with the issued license.

This type of by-law grants the Township the ability to monitor property changes over time and address operating dates, while providing a mechanism to ensure that other by-laws are adhered to as well.

WHAT DOES THIS MEAN FOR CAMPGROUNDS?

The Township is considering introducing a Licensing By-Law to regulate Tourist Campgrounds in the Township of Rideau Lakes. This by-law, either on its own or alongside site plan control, allows the municipality to gather yearly information about how these businesses are structured and where essential features, like sanitation facilities, water services, and waste management, are located. Having this information is helpful for emergency services responding to calls. Moreover, it ensures compliance with local by-laws and government regulations, guaranteeing that on-site services are maintained in accordance with the law.

WHAT HAPPENS IF A CAMPGROUND OPERATOR DOES NOT RECEIVE A LICENSE OR DOES NOT MEET THE CONDITIONS OF A LICENSE?

All Tourist Campgrounds, as defined by the Township's Zoning By-Law and Official Plan, would be required to obtain a license to operate. Failure to meet the conditions of a license may result in Administrative Monetary Penalties. If these penalties are not paid promptly, they could be added to the property's tax bill.

YOUR CONCERNS AND IDEAS MATTER!

The Township is eager to hear your opinions and suggestions on the proposed components of a Campground Licensing By-Law. The Township understands that consultation with the public, and specifically with campground operators, is a crucial aspect to the successful implementation of this by-law.



Make sure to provide your concerns, questions, or suggestions to staff by contacting:

planning@rideaulakes.ca

613-928-2251 ext. 287

*The above email can also be used to be added to our email notification list for the project.

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WHY IMPLEMENT A LICENSING BY-LAW?



Different tools have varying levels of effectiveness. Official Plans, for example, are not legally enforceable and are typically only enforced when there's a request for a land use change, like altering zoning. Zoning and other by-laws are legally enforceable but often require significant resources for enforcement, evidence gathering, and, potentially, court actions to ensure compliance. Licensing acts as a tool that enforces operational compliance by specifying license renewal periods and enabling enforcement through administrative actions like permit denial or revocation, standard enforcement methods, and the use of predetermined fines (tickets) and administrative monetary penalties (AMPs) for non-compliance. It's crucial to note that license by-laws cannot charge fees or demand payments beyond the reasonable costs of administering the license program.

As with all legal tools they are only effective when the municipality has the will, capacity, and trained staff to implement them.

WHAT MIGHT BE INCLUDED IN A LICENSING BY-LAW?

Council is seeking feedback from campground operators and the public on the components to include in a Licensing By-Law.



The proposed items to be considered in the by-law include:

- User Pay System with a reasonable fee – campground operators would be required to apply and pay for a license
- Submittal and Review of Site Plan Drawings – site features are to include number of campsites, naturalized areas, emergency access / fire routes, location of servicing areas (well, septic etc.). Surveys will not be needed, but updates must be reflected in new site plan drawings during license renewals.
- License renewals every 4 years
- Inspections conducted in response to complaints about compliance with an active license
- Scheduled spot checks – approximately 4 campgrounds annually with all campgrounds inspected within the term of Council
 - Review of operational features – such as fire safety measures, verification of safe water and wastewater systems with confirmation of approvals of those systems, and provision of campground rules
 - Administrative Monetary Penalties (AMPs) – financial penalties used as an enforcement tool
 - Seasonal Operational Dates – to match the requirements in the Official Plan (May 1st to November 1st)

