

FAIR HAVENS

CAMP & CONFERENCE CENTRE

Season Site Handbook 2025

**Transformed Lives, Transforming Lives,
Transforming the World, in Jesus Name.**

♥ Fair Havens Camp & Conference Centre
B2215, Durham Regional Hwy 48E,
Beaverton L0K 1A0
Phone 705.426.7378 • Fax 705.426.9572
Toll Free 1.800.430.5059
www.fairhavens.org

Table of Contents

Section 1:	3
General Information	3
A Brief History of Fair Havens	4
Statement of Faith	5
Governance	5
Fair Havens Camp & Conference Centre Ministries	6
Strategic Foundations	7
FH Vision Statement	7
FH Mission Statement	7
Model of Ministry	7
Key Result Areas	7
Core Principles:	8
Envisioned Cultural ‘Norms’ and Expectations	9
Envisioned HR Management Practices	10
FH STAFF TEAM	11
EXECUTIVE Team	12
Ministry & Program	12
Operations	12
Facility	13
Maps	13
After Hours Emergency Information	15
Food Services 2024	15
RIVERSIDE INN DINING ROOM	16
Season Site Program and Amenities	16
SPECIAL EVENTS:	16
Summer Events 2024	16
SECTION 2:	17
CAMPGROUND REGULATIONS	17
GENERAL CAMPGROUND REGULATIONS	17
Tornadoes/Severe Weather Policy	18
Bear Sighting	20
SECTION 3:	21
SEASON SITE BYLAWS, POLICIES AND PROCEDURES	21
DEFINITIONS AND BYLAWS 2024	
A. DEFINITIONS The following definitions apply to this agreement:	21
B. MISSION BYLAWS	21

C. OPERATION BYLAWS	22
D. SAFETY BYLAWS	23
E. REGISTRATION BYLAWS	24
F. SITE BYLAWS	25
SITE ALLOCATION, TRANSFERS AND REGISTRATION PROCESS	27
SEASON SITE WAITING LIST	27
❑ Waiting List Regulations	27
TRANSFERRING FROM ONE SITE TO ANOTHER	28
TRANSFERRING SITE TO FAMILY (Season Site Family Waiting List):	28
PROCESS FOR SITE ALLOCATION AND REGISTRATION	29
SALE OF TRAILER and/or CANCELLATION OF SITE	30
SALE OF TRAILER – RETAINING SITE	30
CANCELLATION OF SITE – SALE OF TRAILER	30
TRAILER REMOVAL	31
SEWAGE & GRAY WATER	31
GARBAGE DISPOSAL	31
PROPANE	32
SECTION 4:	33
2024 FEE SCHEDULE	33
SITE FEES	33
SECTION 5	35
SEASON SITE COMMITTEE AND SCHEDULE OF EVENTS	35
Season Site Committee 2024	35
Auction Sub-Committee 2024	35
Summer Events 2024	35
SECTION 6:	36
Season Site Directory	36

Section 1:

General Information

This section provides a brief introduction to Fair Havens Camp & Conference Centre (FH). You will discover something of the history, why it exists, who's who and even some maps. Read on...

Welcome to Fair Havens! It is with deep sincerity that I extend an enthusiastic welcome to all of you for another great year in 2025!

God has blessed this ministry for over 80 years and it is our desire to bring our offerings of service to Him in a way that will bring glory to Him and His Kingdom. We trust that this is also your desire. Not only as you are ministered to through the different programs and the beautiful setting of Fair Havens, but as you use what God has given you here to reach out to others in need.

We encourage you to bring family and friends to enjoy this ministry. We have been so encouraged when we see so many of our Season Sitters use their site as part of a prayerful personal ministry to other families and friends. We are also grateful to the many Season Sitters that give so selflessly of their time in volunteer service at Fair Havens.

This handbook has been designed to inform and instruct regarding the various aspects of managing and administering our Season Site community. In it you will find general operating bylaws and guidelines as well as important policy and protocol information. We have also included a current community directory to assist you in getting to know one another. Please do not hesitate to approach any of our staff, with any questions you may have.

We welcome you as a fellow servant.



Brian Bylsma,
Executive Director / CEO

A Brief History of Fair Havens

Prior to the establishment of Fair Havens, camp ministries were run in Monroe Park on a large farm on the north shore of Hamilton Bay.

- 1940's Herbert E. Irwin, led in the purchase of one hundred and sixty-seven acres at a cost of \$10,000. The Irwin Chapel is a memorial to this man and his vision.
- Fair Havens was born in 1941, first known as Five Bays Bible Conference.
- The ministry was taken care of by AGC Pastors, who at their own expense gave us a week of their time in order to make this Conference possible.
- The grounds were developed, programmes enhanced, sports facilities upgraded and the ministry expanded. Having started part time in 1960, Bill and Ruth Crump became full time Directors from 1975 to 1981
- In 1944 Fair Havens Junior Camp was created. This later became known as Fair Glen. In the 1980s retreats and the Outdoor Christian Education programs were added to make Fair Glen a year round ministry
- In 2011 Fair Glen transitioned from running a youth camp to running family camp programs. The Fair Glen Campus became the primary housing area for our Summer Students who are with the Stepping Stones Program; as well the Summer Skills program utilizes the campus for their weekly guest programs. In 2023 Fair Glen transitioned to being called "The Fair Havens Outdoor Classroom" to create brand consistency.
- Today Fair Havens is a year-round ecumenical ministry offering four major programs: Family Camp, Conference Centre, Outdoor Creation Experiences, and Stepping Stones, a youth discipleship program.



The following have served as directors at Fair Havens:

Rev. Bill Crump	Director	1960-1981
Mr. Wally Baker	Director	1982-1986
Mr. Carl Smith	Director	1986-1988
Mr. Alan Grills	Director	1988-1995
Rev. George Bradford	Ministry Director (part time)	1995-2000
Mr. Glen Crow	Managing Director	1996-2000
Rev. David Gast	Ministry Director	2000- 2002
Mr. John Friesen	Executive Director	2001-2014
Mr James Herzog	Executive Director	2014-2016
Liz Thompson	Managing Director	2016-2021
Brian Bylsma	CEO/Executive Director	2022-present

Statement of Faith

Fair Havens Camp & Conference Centre exists for the purpose of Biblically based religious instruction. Our teaching will remain Christ-centric without contradicting the following statement of faith: (Adopted from the Evangelical Fellowship of Canada)

- The Holy Scriptures, as originally given by God, are divinely inspired, infallible, entirely trustworthy, and constitute the only supreme authority in all matters of faith and conduct. (2 Timothy 3:16; 2 Peter 1:21)
- There is one God, eternally existent in three persons: Father, Son and Holy Spirit. (Deuteronomy 6:4; Matthew 28:19)
- Our Lord Jesus Christ is God manifest in the flesh; we affirm his virgin birth, sinless humanity, divine miracles, vicarious and atoning death, bodily resurrection, ascension, ongoing mediatorial work, and personal return in power and glory. (1 Peter 1:20, 21; 1 Corinthians 15: 3-8)
- The salvation of lost and sinful humanity is possible only through the merits of the shed blood of the Lord Jesus Christ, received by faith apart from works, and is characterized by regeneration through the work of the Holy Spirit in our lives. (Ephesians 2:8,9; Titus 3:5)
- The Holy Spirit enables believers to live a holy life, to witness and work for the Lord Jesus Christ. (John 14:16,17; John 14:25,26)
- The Church, the body of Christ, consists of all true believers (Ephesians 4:4-6; Matthew 18:20; Luke 24:47; Matthew 28:18-20)
- Ultimately God will judge the living and the dead, those who are saved unto the resurrection of life, and those who are lost unto the resurrection of damnation. (2 Corinthians 5:10; Revelation 20:11-15)

In addition to these, Fair Havens Camp & Conference Centre believes in the holy institution of marriage as ordained by God between a genetic, biological man and a genetic, biological woman, the sanctity of marriage and the procreation of family.

Follow the link for details:

[Report On Human Sexuality.pdf](#)

Governance

Operated as a not-for-profit organization the charitable purpose of this ministry is to provide opportunities for the applied teaching and learning of Scripture. Fair Havens Camp & Conference Centre is led by an Executive Director / CEO who is accountable to a Board of Directors.

Executive Director /CEO - Brian Bylsma

Board of Directors -

Bill Allen

Phil Medler

Henrietta Reinders

Frank Smeenk

Michael Van Pelt (Chair)

Fair Havens Camp & Conference Centre Ministries

The ministry currently consists of a variety of programs to accomplish this charitable purpose including the following *core* programmed events:

Conference & Retreat Centre - Fair Havens Camp & Conference Centre is a year-round conference and retreat facility catering to individuals and church-based groups and other partner groups since 1941. We are committed to meeting the needs of groups and providing outstanding service in all we do.

Programmed Retreats - as a conference and retreat centre we also host our own retreats annually for individuals and families to attend. These may include: Seniors' Fall retreat (Fall Vacationers), Thanksgiving Celebration, Marriage Getaway, Women's Weekend Away, and more, serving groups from 30 to 300.

Fair Havens Family Camp – a nine-week conference program for families and individuals to retreat, vacation and enjoy structured Bible teaching and recreation programs for children, youth and adults alike. The total number of guests per week amounts to around 500. About 200 of these guests are under 18 years of age.

Outdoor Creation Experiences at The Fair Havens Outdoor Classroom – offers both residential and day trips focusing on outdoor education for public and private schools. These programs strive to make intentional connections to God (faith), Creation (environmental stewardship), People (through leadership & team development) & Curriculum (solid learning outcomes through a biblically based Christian world-view). An estimated 2,000 students enjoy these 1 to 3 day programs each school year. This part of Fair Havens is uniquely positioned as one of three outdoor christian education centres in Ontario. We specialize in experiential learning to explore the intricate details and purpose in God's creation so that people are without excuse. Romans 1:20

The Stepping Stones Program – an intentional year-round discipleship and leadership training experience designed to aid in the godly development and discipleship of the participants. Young people 15-25 years spend between 9 weeks to 12 months actively involved in a variety of curriculum and service opportunities. Up to 120 students serve with Fair Havens Camp & Conference Centre during the summer, 30 college/university students during the spring, and 6-12 interns throughout the Fall/Winter.

Fair Havens Camp & Conference Centre is a dynamic ministry which operates year-round and serves between **12,000 and 15,000** people. This activity requires both full-time and seasonal staff of about 150, plus a team of more than 80 volunteers!

Strategic Foundations

The following statements reflect the philosophical foundations of Fair Havens Camp & Conference Centre, providing the parameter for programming, partnering and site development.

FH Vision Statement

To See Transformed Lives, Transforming Lives, Transforming the World, in Jesus Name.

FH Mission Statement

To Create Life-Changing experiences that equip people to passionately grow in their relationship with Jesus; while living purpose-filled lives that impact the world around them through the transforming power of God.

Living this out, we see:

- Families being encouraged and experiencing joy as they learn to navigate life based on God's design and promises.
- Young people passionately following Jesus Christ; living purpose-filled lives; affecting and infecting all whom they meet with the life changing power of God.
- The faithful and character-based administration of our God-given resources in pursuit of our vision
- A staff led by a motivated and supported staff and volunteer community.
- A safe place that is proactively maintained, beautiful in nature and well-equipped to support our ministry vision.
- Our staff and volunteers will provide exceptional hospitality and quality of service, anticipating the needs of our guests and working to consistently over-deliver.

Model of Ministry

By utilising the property and facilities we will create accessible and transformational family camp, conference and retreat experiences.

Key Result Areas

- Family Health
- Intergenerational Discipleship
- Partnerships (church & para-church)
- Organisational Health
- Quality of 'Place'
- Quality of 'Service'
- Effective Ministry-focused Master Plan

Core Principles:

Believing that every person is esteemed as created in the image of God and of great worth in their uniqueness, we will work interdependently while we pursue a true sense of belonging and unity in all of our relationships (staff, volunteers, guests, suppliers, churches, etc.). With this in mind, we will:

1. **Honour God in all we do.** (1 Cor 6:20, Rev 14:7, 1 Cor 10:31, Deut 8:6, Lev 22:31)
2. **Remain Christ-centred in attitude and action.** (Heb 11:26, 1 John 3:3, Col 3:2, Gal 5:22, Eph 5:9)
3. **Pray to be Spirit led in decisions and actions** (James 5:15-18, 1 Thes 5:17-18, Rom 8:26, Phil 4:7)
4. **Stand Biblically-rooted in perspective and practice, as expressed in a historic orthodox Christian worldview.** (Eph 6:14-20, Gal 5:1, Luke 21:19, Job 11:15, Psalm 93:5, James 5:8, 1 Cor 16:13, 2 Thess 2:15, Prov 10:25, 2 Cor 1:21, Psalm 33:11)

Anchored in these core principles, our behaviour will reflect the following attributes. We will:

1. **Speak the truth in love.** (Eph 4:15, 1 Cor 13:6, 1 John 3:18)
2. **Speak “TO” each other and not “ABOUT” each other.** (Eph 4:29, 1 Tim 5:13, Proverbs 26:22, Proverbs 20:19, Proverbs 11:13)
3. **Seek grace-filled unity.** (Psalm 133:1, Col 3:14, Eph 4:13)
4. **Engage all staff and guests in welcoming community.** (Heb 13:2, 1 Peter 4:9, 1 John 4:7-12)
5. **Serve together through a spirit of generosity.** (Prov. 11:25, Luke 6:38, 2 Cor 9:6-11, 1 Tim 6:18)
6. **Recognize that we are stewards and not owners.** (1 Peter 4:10, 1 Cor 4:2, Luke 16:10-11)

As an organisation with a Kingdom focused expression we will succeed through our:

1. **Organisational Strength**
 - a. We will be a thriving organisation led by energised, motivated, supported and spirit-filled team members.
2. **Program and Subject Matter Expertise**
 - a. We will be passionate curators and creators of biblical content in support of transformed and transforming lives to the glory of God
3. **The Efficacy of our Experience**
 - a. Our programming and experiences achieve our mission as well as any documented desired outcomes.
4. **Collaboration**
 - a. We will be stronger and more effective as we create strategic partnerships and support other Kingdom focused and like-minded agencies.
5. **World Class Hospitality**
 - a. We will provide the best possible hospitality experience for our guests.

Envisioned Cultural 'Norms' and Expectations

- **God is CENTRAL**
 - God has brought us back to Himself through the work of His son Jesus Christ.
 - We accept His grace to us and freely extend grace to others in response to His grace.
 - Our desire is to let God's Spirit control our lives, bringing all of our unique personalities into unity through the Spirit.
 - We love living in His presence daily and invite others to share this joy.
 - We bring our prayer petitions and praise to Him continually.
 - We serve each other even as Jesus Christ came to serve.
- **Commitment to the VALUES, MISSION and VISION**
 - Live it out! – at home, at work, at church, in community.
 - The priorities of the leadership must be your priorities as well and you must act accordingly.
- **Excellence** – (internal and external guests)
 - **Reliability** – providing the promised service consistently
 - **Tangibles** – providing hands-on examples of quality
 - **Responsiveness** – willingness to help and provide prompt attention
 - **Assurance** – being both courteous and knowledgeable, conveying trust and confidence.
 - **Empathy** – providing caring individualized attention.

<p>Our GUEST SERVICE vision is to foster exceptional guest experiences; seeing guests come back time and time again, bringing their friends!</p>

- **Self-Disciplined**
 - Balanced life – home, work, church, health, personal time...
 - Proactive – Preventive
 - Planning & Evaluation
 - Building Systems, Organization
 - Focused – staying on task
- **Self-Managed**
 - Proactive at personal growth (character & competence)
 - Self-initiative to get things done – do your job!
 - Responsible for your environment – you can make it better; don't wait for others to do it.
 - Proactive at giving pushback/feedback when it seems like actions do not line up with our predetermined goals.
- **Ownership of the Outcomes**
 - Responsibility – not a 'job'
 - Results – not 'intentions' or 'busyness'

- o Never let a teammate fail or a commitment go unfulfilled – ‘we belong to each other’
- **Communication**
 - o Never assume – ask and confirm.
 - o Take the initiative – don’t wait for others to communicate... you go and ask!
 - o Find answers – “I don’t know” is not acceptable!
- **Follow Through**
 - o Finish what you start
 - o Keep your commitments
 - o Pick up after yourself and others

Envisioned HR Management Practices

1. Expect Performance

- a. High expectations will be placed on staff in all of their roles at Fair Havens. Doing our BEST is not optional!

2. Clear Direction and Communication

- a. Clearly define and communicate the departmental roles in achieving Key Result areas. The desired outcomes/results and performance expectations are communicated to department leaders. This will include providing clear, detailed and up to date job descriptions for all staff.

3. Equipping and Empowering

- a. Provide each department with all the resources necessary to adequately fulfill the departmental objectives, including things such as equipment, staff resources and training, supplies, information, etc.

4. Observe, Serve and Listen (early assessment – pull up seedlings, not oak trees)

- a. To consistently and regularly observe staff functioning in their departments and provide meaningful and timely feedback.
- b. To consistently be available to staff for questions, direction and assistance.
- c. To continually invite feedback and listen to the concerns of staff.

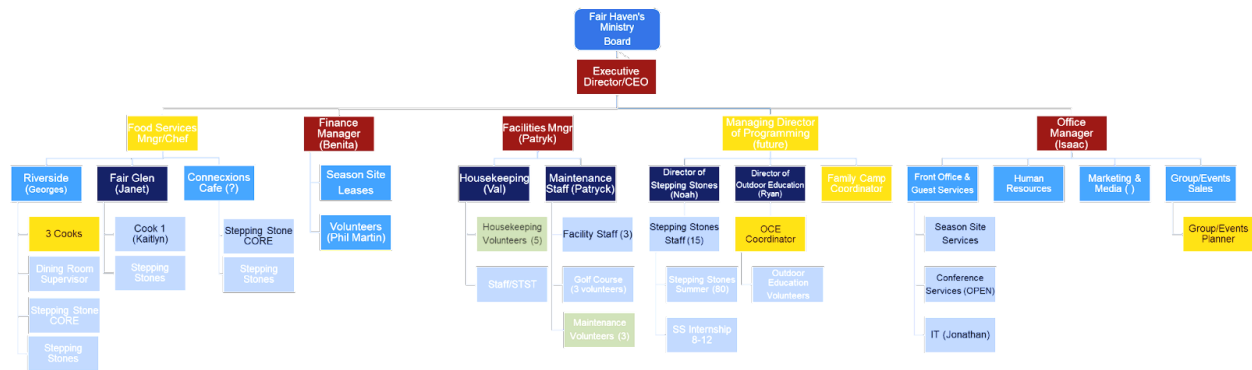
5. Feedback and Evaluation

- a. To continually provide positive feedback for good performance.
- b. To redirect staff when required in a timely and clear manner.

Above all... it will be assumed that staff and volunteers serve and live with **CHARACTER AND INTEGRITY**. This includes being true and honest with self and others, admitting to mistakes and taking responsibility, trust is non-negotiable. Communicating to one another and not undermining each other’s roles or characters will be expected behaviour, not optional.

FH Staff Team

The following list presents members of the FH Leadership Team, as well as office personnel. Besides these we have over 100 summer and year-round staff as well as over 80 volunteers serving in a variety of roles.



EXECUTIVE Team

- | | |
|------------------------------------|----------------|
| • CEO/Executive Director | Brian Bylsma |
| • Finance Director | Benita Lothian |
| • Facility & Site Director | Patryk Korbut |
| • Office/Business Services Manager | Styven Bonilla |
| • Ministry Program Director | (future) |

Ministry & Program

- | | |
|--|----------------|
| • Stepping Stones Program Director | Tyler Shank |
| • Outdoor Creation Experience Program Director | Ryan Lamoureux |
| • Marketing and Communications | Ben Doner |
| • Family Camp – Adult Ministry Coordinator | Paul Elliott |
| • Family Camp – Children & Youth Coordinator | Ayla Shank |
| • Family Camp – Family Camp Director | Brian Bylsma |
| • Family Camp - Recreation Coordinator | Kaitlyn Corey |

Facilities

- | | |
|--------------------------------|-------------------------------|
| • Maintenance Lead | Ed Aukema |
| • Maintenance Staff (seasonal) | Isaac Huberts, (Brad Rideout) |

Operations

- | | |
|---|----------------------|
| • Food Services Manager / Executive Chef | Georges Zoeuin |
| • Fair Havens 1stCook | |
| • Connexions Cafe Supervisor / 2 nd Cook - Fair Havens | |
| • 1 st Cook – Fair Glen Kitchen | Janet Upton |
| • Prep Cook - The Glen Kitchen (seasonal) | (Dani Brockwell) |
| • Dining Room Supervisor / Head Hostess | May Zoeuin |
| • Guest Services/Housekeeping Supervisor | Val Bemister |
| • Custodial Supervisor | Glenn Gillespie |
| • Fair Havens Office Administrator | Melanie Gillespie |
| • Outdoor Creation Experiences Administrator | Brenda Huberts |
| • Fair Havens Group/Retreat Coordinator | Amy Howells |
| • Fair Havens Events/Group Coordinator | Kaitlyn Corey |
| • Chief Volunteer Coordinator | Phil Martin |
| • Volunteer Coordinator | Brad Rideout |
| • Word Shoppe Manager (Volunteer) | Ann Margaret Rideout |
| • Sports Shop Coordinator | |

Finance & Administration

- | | |
|-----------------------|----------------------|
| • Finance Director | Benita Lothian |
| • IT Services Manager | Jonathan Groenewegen |

Facility

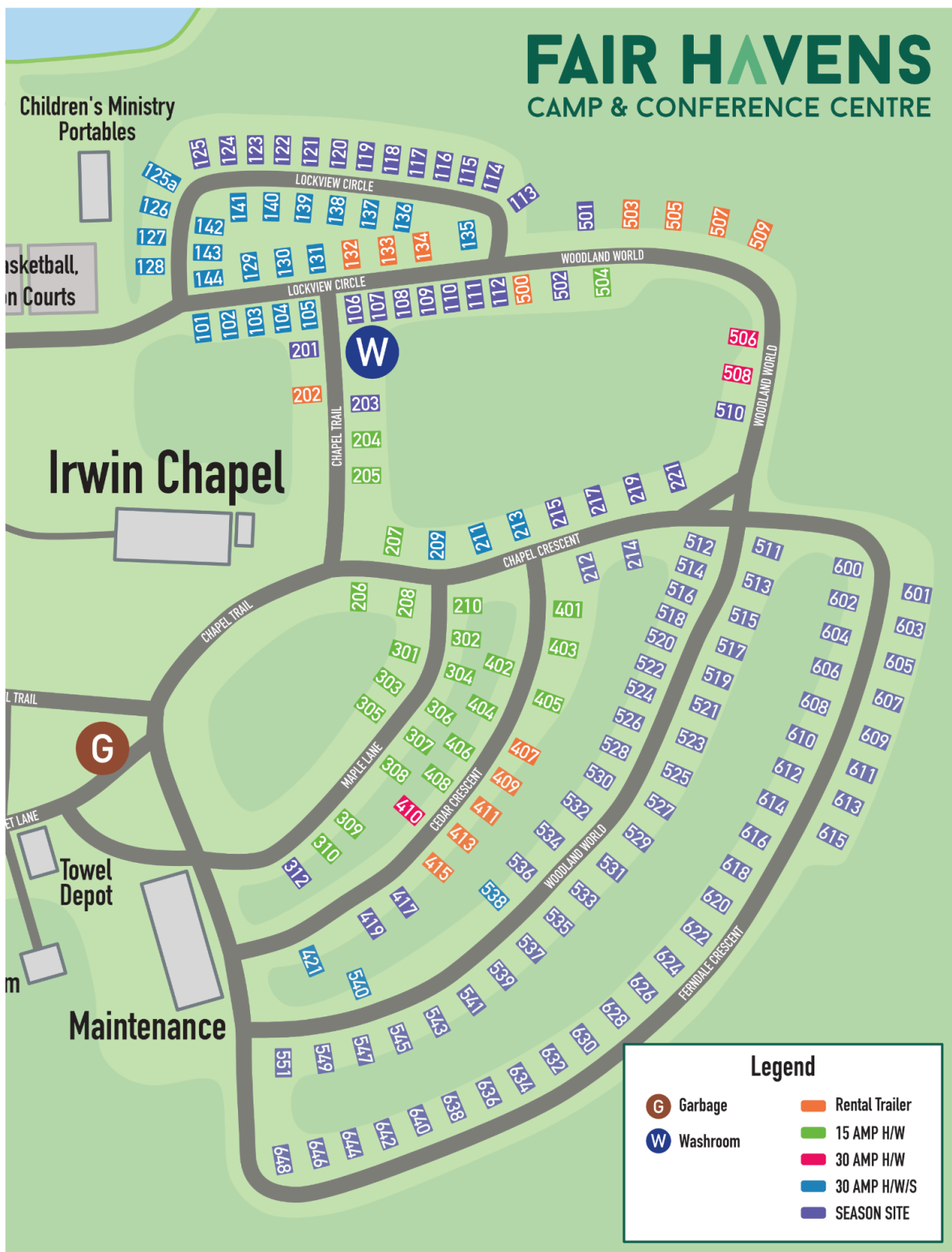
Fair Havens Camp & Conference Centre operates on a 265-acre parcel of land located alongside 2.5 kms of the Talbot River on the Trent Waterway System, approximately 120 kms north of Toronto, Ontario, Canada.

Maps



FAIR HAVENS

CAMP & CONFERENCE CENTRE



Fair Havens Ministries Retreat & Conference Centre

After Hours Emergency Information

For Police, Ambulance, or Fire please call '911' and provide our address to dispatch

**B2215 Durham Regional Hwy 48 East
Beaverton, ON
L0K 1A0**

If you make a '911' call, please report it immediately to the Office or an On-Call staff. Because of our large facilities, it is imperative to have someone meet the police/ambulance/fire at the entrance of our grounds.

In the case an emergency occurs outside of office hours, please contact one of our On-Call staff

ON CALL STAFF	CELL PHONE
Tyler Shank	(705) 957-2523
Patryk Korbut	(705) 279-7681
Brian Bylsma	(289)-830-2604

*Office Hours of operation: Monday to Friday, 9AM-5PM
1 (800) 430-5059*



If you require medical assistance, the closest emergency services are listed below

HOSPITALS		
Soldiers Memorial Hospital: 37KM	170 Colborne St W, Orillia, ON	(705) 325-2201
Ross Memorial Hospital: 48KM	10 Angeline St N, Lindsay, ON	(705) 324-6111
Lakeridge Health Port Perry: 49KM	451 Paxton St, Port Perry, ON	(905) 985-7321

WALK IN CLINICS		
CKL Walk-In Clinic :: 48KM	55 Angeline St N, Lindsay, ON	(705) 880-1213
<i>Hours of operation: Monday-Thursday, 6PM-9PM & Saturday-Sunday, 9AM-12PM</i>		
Urgent Care Walk-In Clinic : 49KM	462 Paxton St, Port Perry, ON	(905) 985-2895
<i>Hours of operation: Monday-Friday, 5PM-8PM & Saturday + Sunday 9AM-12PM</i>		

Food Services 2025

RIVERSIDE INN DINING ROOM

<i>2025 Individual Meal Prices</i>	<i>Adults/Teens</i>	<i>Children (5-12)</i>	<i>Children (0-4) with parent/caregiver</i>
Breakfast (Sun-Fri @ 8:15 - 9am)	\$17.50	\$8.75	N/C
Lunch (Mon-Fri @ 12:30 - 1:15pm)	\$21.00	\$10.50	N/C
Sunday Lunch	\$29.00	\$14.50	N/C
Dinner (Mon-Thurs @ 5:30 - 6:15)	\$27.00	\$13.50	N/C
Friday Dinner	\$29.00	\$14.50	N/C
Sunday Dinner	\$21.00	\$10.50	N/C
Guests for Saturday BBQ	15.00	7.50	N/C

Prices above - plus applicable taxes

CONNEXION CAFÉ

Please check out the Connexion Café for Daily Specials!!

Season Site Program and Amenities

Please check out the Summer Conference Bulletin Board, outside of the main office, for details on ministry program and recreation activities. Please note that the Season Site Committee (by the Season Sitters, for the Season Sitters) plans a variety of activities throughout the summer. Watch for notices on these events!

SPECIAL EVENTS:

Summer Events 2025

Run by the Season Site Committee... "Mark your Calendars"

Every Wednesday in July and August from 2-4pm Carnival with Games @ the Pavillion

Every Sunday in July and August at 7pm **Hymn Sing** in Heritage Chapel

Auction Week July 29 - August 2, 2025 (Irwin)

Main Auction is August 3, 2025

Check the web-site for more information:

<https://seasonsitters.fairhavens.org/events.html>

SECTION 2:

CAMPGROUND REGULATIONS

The following regulations apply to all occupants of our campsites & housekeeping trailers.

GENERAL CAMPGROUND REGULATIONS

Governing Principle: We are called to love our neighbours and seek to serve others. With that in mind:

1. Check-in time is 1:00pm for Campers & 3:30pm for Housekeeping Trailers. Check-out time is 10:00am for Housekeeping Trailers & 11:00am for Camping..
2. Smoking, use of alcoholic beverages & non-medical drugs are **not permitted** on the Fair Havens grounds. Pets are **not permitted** at Fair Havens, with the exception of certified service dogs. However, pet boarding is available in a nearby town. [Service Dog Policy](#)
3. **Use of FIRECRACKERS & FIREWORKS are not permitted** on grounds nor used by guests. Must get approval from the Director for any such events
4. Summer guests are strongly encouraged to regularly attend the Chapel Services, Children's Chapel, etc. as applicable, since the Christian Ministry is an integral part of the purpose of Fair Havens.
5. Upon Arrival, all persons staying on & using our campgrounds (including Fair Havens housekeeping trailers and Season Site Campers) must register at the Registration Office, **including any visitors or guests that they have brought along** (per the Hotel Motel Act).
6. All users of the Sports Facilities must pay the fees as applicable (see Sports Shop or Main Office for details).
7. At Fair Havens, we give priority to the study of GOD'S WORD. Therefore, all sports & other activities are not available during chapel & Bible teaching sessions with the exception being planned Summer Children's & Youth Programs.
8. Washing of cars is not permitted on your site nor on any part of FH property. Only two vehicles may be parked on the Season site. Others are to be parked at the general parking area. Do not block the roadway, or park cars in vacant campsites.

9. Electric Vehicles: charging full EV's on empty sites is not permitted and any EV requiring a battery charge will receive a surcharge of \$10.00 per week, with Hybrids being NC.
10. Put all garbage in the appropriate recycling containers provided near the Maintenance Shed..
11. CAMPFIRES must only be in the open area of the site & not more than 2 ft. high. Fires must **always** be attended by an Adult & doused before retiring or leaving the site at any time. Wood is available through the Sport Shop store or the Main Office for \$6.00 per bundle. You **MUST NOT** trim trees in the campgrounds without approval from the Facilities Director or Maintenance Manager.
12. Quiet must be maintained by all occupants from 11:00pm and 8:00am. As well, at all times please avoid noise that may disturb others.
13. Refrain from the distribution of any material not approved by Fair Havens.
14. Fair Havens is not liable or responsible for any & all loss &/or injury to site, trailer or personal property, from any cause whatsoever.
15. Do not erect additional tents without approval of the Main Office. Each site is allowed one small 2-man tent along with your trailer.
16. Ensure that children & teenagers (under 18 years of age) do not occupy the RV without a responsible adult chaperone present. Unless the parents have arranged and authorized a babysitter, whom is at least 14 years of age and has received their babysitting certification.
17. Ensure that adult mixed singles (other than family members) do not reside or visit alone in the same RV, at the same time. If clarification is needed, please see the CEO/Exec. Director.
18. Respect the privacy of other campers & do not crossover other campsites; rather please use roadways & paths.
19. Season Sitters and Campers wishing to have their trailer winterized &/or stored for the winter must register with the office and pay the applicable fees.
20. All guests are important to the ministry of Fair Havens and as such FHCC will not solicit any camping guests (on any sites) to see if they would be willing to change sites or keep a waiting list of preferred sites, unless otherwise instructed by the CEO/Executive Director.

Tornadoes/Severe Weather Policy

During Family Camp, severe weather forecasts and warnings will be displayed on the media broadcast in Irwin Chapel, BCC Lobby, and Café on a daily basis.

The primary buildings used to house people during extreme weather are:

the **BILL CRUMP CENTRE BASEMENT**, **FIRESIDE ROOM** (Riverside Basement), and **TRENT BASEMENT**.

Understand the difference between the following definitions:

Tornado Watch: Tornadoes are likely. Be ready to take shelter. Stay tuned to radio and television stations for additional information.

NOTE: In the event of a regional emergency warning broadcast to cell phones, the **Duty Manager/Emergency Contact** is to be consulted before implementing any emergency action.

Tornado Warning: A tornado has been sighted in the area or is indicated by radar. Take shelter immediately.

1. The **OFFICE SUPERVISOR** will monitor weather alerts using the following resources:

Severe weather watches and warnings will be posted on
<http://www.theweathernetwork.com/alerts/local>

Weather forecasts are available at:
www.theweathernetwork.com

Radar readings are available through:
http://www.weatheroffice.gc.ca/radar/index_e.html?id=WKR

In the event of a ***Tornado Watch:***

1. *During Family Camp, severe weather forecasts and warnings will be displayed on the media broadcast in Irwin Chapel, BCC Lobby, and Café on a daily basis. The OFFICE SUPERVISOR will notify the DUTY MANAGER and all departments and PROGRAM COORDINATORS of severe weather warnings.*
2. If your children are in Children's programs the PROGRAM COORDINATORS will move programs indoors and to basements when possible
3. MAINTENANCE will begin touring the entire facility for potential hazards (securing tents, checking drainage areas, etc.)

In the event of a *Tornado Warning*:

1. The **DUTY MANAGER, MAINTENANCE or Emergency Contact** and any available staff will circulate throughout the grounds directing you to collect your children/youth and seek shelter in the basement facilities of **BCC, RIVERSIDE, and TRENT** (if excessive numbers, the Outdoor Classroom camper washrooms are an overflow which has pad foundation unlike other Outdoor Classroom buildings except Trent)
2. **PROGRAM LEADERS** will keep all children/youth inside and together until you arrive and pick them up.
3. **ALL GUESTS/STAFF** should take shelter in the basements of **BCC, RIVERSIDE, and TRENT** and help keep guests calm and assured.

Bear Sighting

1. **Take steps to mitigate confrontation with the bear**
 - a Avoid leaving food outside
 - b Stay together as a group
 - c Be loud (shout, blow whistle) and make yourself look larger
 - d Back away slowly, go indoors if possible
 - e **DO NOT** run away from the bear, or attempt to climb a tree or swim away. The bear will outrun you, out climb you, and outswim you.
 - f If the bear attacks, fight as though your life depends on it.
2. **Once you are away from the bear, contact DUTY MANAGER**
3. **DUTY MANAGER** contacts **Ministry of Natural Resources Bear Reporting Line (1-866-514-2327)** or **Durham Regional Police (1-888-579-1520)**
4. **DUTY MANAGER** inform staff (& if in campground, inform neighboring campers)

Follow instructions of the DUTY MANAGER

SECTION 3:

SEASON SITE BYLAWS, POLICIES AND PROCEDURES

This section outlines key definitions, bylaws and policies that apply to all Season Site Leaseholders. All policies and procedures are subject to change.

AGREEMENT PROCESS

In late summer (August), the Season Sitters will receive their renewal form for the upcoming Season Site Leasehold period. Rates and payment terms will be clearly identified on their renewal agreement as well as any changes to the leasehold agreement and/or bylaws.

DEFINITIONS AND BYLAWS 2025

A. DEFINITIONS The following definitions apply to this agreement:

Registered Season Siter means ONE single adult or married couple only (it includes a subsequent spouse as a result of a marriage). The site shall revert to Fair Havens for reassignment when the original registered season siter wishes to move or **Fair Havens** decides not to renew the annual contract.

NOTE: Only one sibling (over the age of 18 yrs) can be the primary leaseholder of the site; the other sibling can 'co-own the trailer' but can not be a joint-leaseholder of the site.

Visitors are all others using the RV when the season siter is also present at the site, excluding the unmarried children of the season siter living at home.

Users are those using the RV when the season siter is absent and who use the RV free (i.e. no consideration to the season siter).

Renters are those who have a rental agreement with the season siter for use of the RV.

B. MISSION BYLAWS

Fair Havens Camp & Conference Centre is first and foremost a place of spiritual ministry and enrichment therefore the following bylaws apply:

1. The operation of the campground will endeavour to provide a Christian atmosphere and Bible-centred ministry and maintain high moral standards.
2. Together with visitors, users and renters (of season sites) you are strongly encouraged: to attend the Chapel services when resident on the site; to wholeheartedly endorse the ministry of the Conference; and to be supportive of Management and Staff, recognizing that the primary purpose of Fair Havens is to provide Christian ministry in a retreat setting.

3. Ensure that all occupants abstain from the use of tobacco, alcoholic beverages and non-medical drugs while on the grounds.

C. OPERATION BYLAWS

Because of the size of our Trailer Park and our commitment to the safety and comfort of our residents, the following apply:

Fair Havens will commit to the following operational bylaws:

1. Fair Havens is committed to operating the campground in accordance with Brock Municipal By-law 2383-2011-PP [Campground By-law 2383-2011-PP.pdf](#) and any subsequent amendments. Fair Havens will post a copy of this By-law.
2. Fair Havens will be the sole spokesperson in any communications with outside agencies, (i.e. Hydro, Health Unit, Brock Township, Bell Canada etc) regarding the operation of the campground.

Season Site Leaseholders must commit to the following:

1. Guarantee that children and teenagers under the age of 18, will not occupy the site alone without a responsible adult chaperone or parent authorized babysitter, 14+ with babysitting certification. As well as ensure that adult mixed singles (other than family members) do not reside alone in the same RV at the same time.
2. Maintain quiet by all occupants between 11pm and 8am and avoid noise that disturbs others at all times.
3. Keep campfire gatherings quiet after 11pm.
4. Keep the site clean and neat with grass cut (arrangements can be made with the office to have the grass cut if required for a nominal fee.)
5. Ensure that all site occupants are pre-registered and also ensure that they check in at the office on arrival. All renters must declare they are renters at check in **and will pay the appropriate program fees for their stay.**
6. Ensure that clotheslines are in discrete locations. No appliances shall be set outside except barbecues. No electrical "bug" lights or 'Bug Zappers' are permitted.
7. Not hold Fair Havens liable and/or responsible for any & all loss &/or injury to site occupants or property from any cause whatsoever including but not limited to fire, falling trees, lightning, flood etc and for theft, collision, vandalism etc. and, without liability, allow Fair Havens to move the RV in the event of an emergency. Maintain appropriate insurance and public liability to absolve Fair Havens of any liability in regard to site and contents as a result of renting the RV.
8. Conserve electricity by disconnecting all power uses, except for the refrigerator, when the site is vacated.
9. Conserve water by refraining from washing vehicles on site. Washing machines or dishwashers are not permitted due to overload they would place on the septic system.
10. Protect the septic system by refraining from flushing down the toilet or drain any item that will not dissolve (grease, diapers, paper towels, feminine hygiene products, etc). USE SEPTIC SAFE TOILET PAPER ONLY.
11. Not release waste or drain water on the site. Put all garbage in plastic bags and place in containers provided and replace the cover. USE BIODEGRADABLE DISH SOAP IF POSSIBLE, BAR HAND SOAP IS ACCEPTABLE.
12. Provide all water, hydro and sewer connections, limiting use to one of each.

13. Honour the Fair Havens 'No Pets Policy'.
14. Not to erect tents on the site unless first approved by the Main Office.
15. Not park more than two vehicles on the site. All other vehicles must be parked in the general parking area.
16. Refrain from distribution or posting of any material not approved by Fair Havens.
17. Ensure that incoming personal phone calls are for EMERGENCY purposes only. It is the camper's responsibility to check the Campers Board for messages and the Sports Shop for mail.
18. Ensure that all occupants abstain from sports activities during chapel services.
19. Any mail received during the fall/winter/spring will not be forwarded unless requested in writing. All mail and forwarding charges will be the responsibility of the season siter.

D. SAFETY BYLAWS

Because of the preciousness of human life and the need to avoid physical injury at all cost, the following apply to all residents in the campground:

1. Everyone is expected to obey all speed signs and safety rules.
2. Ensure that all children and teens under 18 **wear helmets** when riding bicycles on the grounds. Lights are required after dark. FAIR HAVENS RESERVES THE RIGHT TO CONFISCATE ANY BICYCLES VIOLATING THESE RULES.
3. Not operate non-licensed vehicles on Fair Havens grounds (except vehicles for handicapped) without written agreement with Fair Havens – see new golf cart policy below:
4. **Golf Cart Policy:**

Privately owned electric Golf Carts are permitted on Fair Havens property. Fair Havens will authorise these golf carts on a per application basis – a request must be made in writing to the Fair Havens Registrar. The primary criteria for authorization will be persons 25 years & older who will commit to safely driving & operating the golf cart.


The following policies will be enforced for all registered golf cart operators:

- ☐ All prospective golf cart owners must receive written authorization from Fair Havens Camp & Conference Centre prior to using a cart on the grounds.
 - ☐ Only electric carts will be allowed at this time.
 - ☐ Use of carts will be limited to licensed drivers **25 yrs of age or older.**
 - ☐ A copy of the current registration and proof of liability insurance must be provided to the Fair Havens Registrar to be put on file.
5. Ensure that all on-site campfires are in an open area, always attended by an adult and are not more than 2 ft high. All fires must be doused before retiring or leaving the site at any time.
 6. Fair Havens will do its best to provide surveillance of the campground to help ensure the safety of campers and their equipment.

E. REGISTRATION BYLAWS

In order to equitably address the needs of all our residents and maintain Provincial regulations in the keeping of adequate records, the following apply:

1. The trailer park season will begin on the May Long Weekend and closes on Thanksgiving Weekend. Road access to the park, hydro and sewage will only be available during the camping season. Under unique circumstances, access may be granted earlier pending facility preparedness and is authorized by the CEO/Business Service Manager.
2. Fair Havens will be agreeable to extend this Annual Agreement for another season providing the season siter, visitors, users, and renters have maintained a continued interest in the ministry, vision and mission of Fair Havens.
3. Season site leaseholders will advise Fair Havens in writing by October 15 of intent not to renew the annual contract for the following year. No refunds can be guaranteed after this date – the leaseholder will be fully responsible for the season site lease fees. Any refunds prior to this date will have deducted any applicable administration fees, off-season storage, portion of season that site is not used by the next tenant, etc..
4. Existing leaseholders will have priority over a new incoming season siter for any site that becomes vacant (i.e. no equipment on the site). Fair Havens will maintain a waiting list of season siters wishing to transfer. A transfer fee will apply.
5. Registered leaseholders are to be the primary occupant of the site and may not transfer their rental contract or lease the RV to others on the site. Use of the RV by users or renters shall be to further the outreach ministry of Fair Havens and not as a business venture. Advertising or solicitation of rental of season site trailers is not permitted on the Fair Havens grounds. Your trailer can only be rented for a maximum of four weeks of the nine conference weeks. As well, your trailer can not be rented for an amount greater than the most expensive Fair Havens' Rental trailer (i.e. for 2025, \$155 per night). Contact the office if special arrangements need to be made.
6. Season Sites are to be occupied by the registered leaseholder for a minimum of 5 (five) weeks during the Summer Family Camp. The only exception will be for an ongoing illness by the Registered Season Siter or spouse with notification of such by the leaseholder, or if authorized by the CEO/Executive Director
7. Fair Havens will require a set of RV key(s) to be used in the case of emergency. (This is strongly recommended).
8.
 - a. Leaseholders will ensure that all occupants pay for privileges that are chargeable to other guests of Fair Havens (i.e. sports equipment & facilities).
 - b. Leaseholders will ensure that all occupants / renters of their season site are aware of the Program fees and that they must register at the Main Office upon arrival and pay the appropriate fees.
9. Leaseholders are required to pay the annual Summer Conference program fee as per the schedule attached to the annual renewal notice.
10. Program fees for non summer retreats and special events are not included in the season site lease fee.
11. All guests **MUST** pre-register each week for Summer Conference– this includes the leaseholder, family members and renters; as well, wristbands **MUST** be worn at ALL times
12. Non-family members will pay regular transient guest program fees.
13. **Season Site program pass** will only cover immediate family members (children, grandchildren, parents, siblings)... up to the number identified by the Program Fee Package that was chosen.
14. Reminder that even if family members use your site they must pay program fees if numbers exceed those covered by SS program pass. EG. 5 members of your family stay in the trailer and your Package covers up to a maximum of 4... thus you will have to pay for the one extra x the number of weeks staying. Talk to the Managing Director for more package ideas.

 Season Site Occupancy FAQ's 2024.pdf

15. All Season Sitters must fill in an 'Occupancy / Renters' form prior to Summer Conference.

 Season Site Occupancy Form 2025.pdf

16. Fair Havens reserves the right to deny or terminate seasonal site permits.

17. Failure to comply with these ByLaws including but not limited to the inclusion of misalignment of our Core Principles and/or guidelines for behaviour on site, may result in non renewal of a lease by the Corporation.

F. SITE BYLAWS

In light of municipal regulations and our desire to maintain uniformity of appearance, the following apply:

1. Leaseholders must comply with the following regulations:

a. Only factory built RSV with CSA approved equipment allowed on site.

b. You must retain the wheels & tongue under the RV (tongues no longer need to be affixed to the trailer).

c. Only install RV extensions specifically designed as an accessory for the RV and which are metal fabricated and factory built (after Dec 1989). Sheds shall be metal or vinyl fabricated and factory built.

d. All structures must be readily removable from the site and site add-ons shall be readily detachable from the RV (in an emergency).

e. TV antennas shall be no more than 16 ft above ground level. No TV towers are permitted. TV Satellite Dishes must NOT be attached to trees.

IMPORTANT

f. When bringing in a new trailer or adding a room consult with the Facilities Director to ensure that equipment is situated in the proper location. As well, a building permit may need to be obtained from the Township at a cost to the Season Siter.

g. Not remove or alter boundary markers or erect fences. See Facility Director if you are not sure of your site's boundaries.

h. NO changes are to be made to water, hydro, sewer receptacles owned by Fair Havens. Any questions or concerns, please speak to the Office Staff who will direct your request to the Facilities Director.

i. Occupancy must not exceed the sleeping capacity of the RV. Tents are not permitted unless cleared by the Registrar.

j. DO NOT remove or trim trees without permission from the Facilities &/or Managing Director.

k. **SERVICE CALLS (by Fair Havens Camp & Conference Centre staff)**

- There will be a minimum fee of \$50, plus hourly fee of \$35 plus parts, if Fair Havens Camp & Conference Centre staff work on Season Site “trailer” unit (this does not apply to winterizing trailers). This fee will be added to the site Statement of Account.
- Unlicensed Fair Havens Camp & Conference Centre staff will NOT work on anything requiring licensed technicians (propane, electrical, etc.).
- Please ensure that anyone using your trailer understands the above. Renters are not able to arrange for work to be done on the SS trailer that they are renting UNLESS they have WRITTEN approval from the Season Siter.

- The following policies must be adhered to when planning placement and renovations/additions to the season site.


MANDATORY

- Provide to Fair Havens a **site plan** showing the location, description and size of all equipment to be placed on the site and obtain written approval from Fair Havens and a **building permit** if required from Brock Township before any equipment is moved onto the site. Any subsequent modifications of equipment or location, including landscaping and additional topsoil, must also be approved before being implemented. Fair Havens staff shall have the right to require removal by the season siter of any equipment that has not been previously approved. Fair Havens reserves the right to alter any topography.
- NO major construction is allowed i.e. decks or sheds, during July and August with the exception of minor repairs for safety reason.
- Compliance with the following requirements is MANDATORY regarding maximum sizes based on outside dimensions (Revised May 2025). Total RV structure including tipouts shall not exceed 540 sq ft (12ft x 45ft or 13x44 but should be noted that not all sites can accommodate a 13’ wide trailer) with no add a room permitted; that is, RV structures including tip outs and Florida Room additions and any other attached / enclosed space shall not exceed 540 sq ft on site coverage. Any & all site add-on structure(s) such as deck, stairways, storage shed etc shall not exceed 330 sq ft of site coverage. As well, a maximum of one storage shed with maximum size of 80 sq ft.

SITE ALLOCATION, TRANSFERS AND REGISTRATION PROCESS

SEASON SITE WAITING LIST

(Fair Havens has the authority to override any process)

The Season Site Waiting List is maintained by the FH Summer Conference Registrar in the date of application sequence of the oldest to the newest applicant. New members are added to the end of the waiting list.  2025 SS Waitlist Renewal Form.pdf

Initial Registration Process:

Anyone interested in becoming a member of the waiting list will receive the following information package.

- ☐ Introductory Letter and Explanation of Waiting List Procedure
- ☐ Season Site Handbook
- ☐ Application Form and Regulations Pertaining to the Waiting List
- ☐ Waiting List Regulations

1.A waiting list will be maintained by Fair Havens of all those who apply for a season site at Fair Havens for their R.V.

2.The waiting list will determine who is allocated a season site when a season site becomes available. However, Fair Havens Camp & Conference Centres Staff (including full time volunteers) will have priority over the waiting list for available sites. A staff site is provided to these staff, if available, as long as they are full time staff at Fair Havens. If they cease to be Fair Havens Staff, they must vacate the site, unless in the meantime their names are at a position on the waiting list where they are eligible to be offered a permanent site.

3.Those wishing to be added to the waiting list are required to complete a FH application form. The order on the waiting list will be determined by the date that the application is accepted by Fair Havens. A \$25.00 administration fee must accompany the application.

4.A re-registration form will be mailed each year in January and must be returned signed accompanied with the \$25.00 yearly administration fee to maintain your position on the waiting list. Payments must be received prior to the immediate April or the Waiting List Member will be moved to the inactive list.

5.Each position on the waiting list is to be either a single person or a married couple, 21 years of age or older. No other name(s) may be later substituted for the name(s) that are on the original application (except for addition of spouse).

6.If a person on the SS Waiting List is not ready to take a site when the opportunity presents itself, he or she can elect to be put on the "Inactive" List (no yearly administration fee will be collected at this time). When the person on the "Inactive" List wishes to return to the same position on the SS Waiting List, they will be required to pay all monies past due, before being allowed to return to the same position on the list (i.e. \$25 times the number of years on the "Inactive" List).

7.When a person on the waiting list, who is eligible for a site (not a trailer to purchase, but an empty site), declines a site when offered by Fair Havens, that person will retain their position on the waiting list but will not be offered another site until they advise Fair Havens in writing at the time they are next available to accept a site. They must then accept the next empty site offered or their name will be deleted from the waiting list.

8.Once on a season site, the season siter will have priority over the waiting list members to transfer to another site which is up for sale (empty site or with a trailer) as long as they have requested, in writing, to be placed on the Transfer List. A transfer fee of \$500.00 will apply to all completed transfers in addition to the regular rental fee.

9.When a person accepts an offer of a site, they will be required to:

- A. Sign a copy of the Fair Havens Camp & Conference Centre doctrinal statement of faith, signifying whole hearted agreement of the Biblical, evangelical position of Fair Havens and have exhibited a lifestyle consistent with this declaration. If any exceptions to the statement wish to be taken, these should be noted on the signed copy.
- B. Sign the Annual Lease Agreement for the site and return it with your payment arrangements.
- C. Pay an initial fee of \$500.00 in addition to the first annual rental fee before occupying the site.

TRANSFERRING FROM ONE SITE TO ANOTHER

A Season Site Registrant, wishing to relocate to another Season Site must submit such a request to the FH Summer Conference Registrar **in writing** under the date of the request, indicating the pertinent information concerning the transfer. For example, they request a specific site if it becomes available; or they would consider any site on Row "X".

TRANSFERRING SITE TO FAMILY (Season Site Family Waiting List):

In 2010, opportunity was given again to parents, owning a Season Site, to name an immediate family member (son or daughter) who were already on the Season Site Waiting List as the family member to whom they would, at some time, transfer their site. This recognized a desire and concern of parents who had come and supported Fair Havens for years that their family members may be precluded from continuing on the parent's site in years to come.

The participants in this "Family Transfer" program, will be required to pay a \$25yearly fee to remain on this list, until such time as they take over the "parents' Season Site. Potentially, a person could be on the regular Season Site Waiting List (awaiting any site) and also the Family Waiting List (just in case their family member need to give their site up)... in this case, they will be required to pay 2 waiting fees = 2 X \$25 = \$50 / per year.

PROCESS FOR SITE ALLOCATION AND REGISTRATION

An available site may be the result of a present Season Site Registrant transferring from their present site, thus their former site being the location available. Or, the individuals leaving the site may also have their trailer for sale, in which case the individuals seeking the next site would have the option to buy the trailer (dealing directly with the seller) and retaining the site, or not wanting the trailer, just acquiring the site.

See the next section on selling of trailer and/or cancellation of site for details.

THE FOLLOWING PROCESS WILL BE FOLLOWED WHEN A SEASON SITE BECOMES AVAILABLE. (This process may be expedited by Fair Havens because of time restrictions)

1. Fair Havens will give first priority to the Fair Havens Camp & Conference Centre Staff request list for a Season Site; if no staff is interested then the SEASON SITE TRANSFER LIST members will be contacted. We will contact the person to see if they still want to acquire the site (with trailer or empty if available) in question. If the person wants the new site (and offers the asking price of the trailer involved), then a transfer process will be initiated and the Season Siter will be required to pay a \$500 transfer fee. i.e. Those on the Fair Havens Camp & Conference Centre Staff request list have first priority over all other guests & Season Sitters; then, the Season Site Transfer List has second priority to transfer to the site in question if they have in writing previously requested the site concerned.
2. If no Season Siter wishes to transfer then the Registrar will move to the waiting list process as follows:
 - 2.1. **AN EMPTY SITE** (which is a rarity):
 - 2.1.1. FH will contact the **first person on the waiting list** to determine their interest in the available season site. After giving due time (maximum of 2 weeks) to consider the site, we will then proceed to the next name on the top of the waiting list, and continue until the site is accepted.
 - 2.2. **TRAILER ON SITE IS FOR SALE**
- see section on **CANCELLATION OF SITE - SALE OF TRAILER**
 - 2.2.1. FH will simultaneously email or mail the details of the trailer sale to the first 50 members on the Waiting List. These 50 members will be given up to two weeks to respond with an offer on the trailer. The closest offer to the asking price acceptable to the vendor will be considered first. **Offers cannot exceed the asking price of the trailer.** If there are two matching offers then the buyer closest to the top of the Waiting List will be considered. Waiting List members cannot come back and put an offer in after the two week period described above.
 - 2.2.2. If none of the members in the top 50 positions on the Waiting List are interested in the site, then a letter with the sale information will be email or mailed to the next 50 Waiting List members. These 50 members will have two weeks to respond with an offer. Again, the closest offer to the asking price will be considered first and offers cannot exceed the asking price of the trailer. In the event that there are two matching offers, the buyer closest to the top of the Waiting List will be considered. **THIS PROCESS WILL BE REPEATED UNTIL either the Waiting List is exhausted or a suitable buyer is found.**
 - 2.2.3. Once an offer has been accepted by the vendor the potential buyer must undergo the interview process outlined below prior to allocation of the site to the buyer.

3. The new Season Site Registrants will be subject to an interview process prior to the confirmation of their acceptance of the offer. The purpose of the interview is to ensure there is a continuing commitment and dedication of those residing in the season camping facilities to the fundamental beliefs and Christian values held by Fair Havens Camp & Conference Centre. **UPON MEETING THE CONDITIONS SET FORTH, THE APPLICANTS QUALIFY AS SEASON SITE REGISTRANTS**

4. Prior to confirming the acceptance of an offer, the new Season Site Registrants must sign an agreement with the Fair Havens Camp & Conference Centre Doctrinal Statement; sign an agreement to the bylaws and policies governing the campground, pay a \$500 administration and processing fee, and pay the season site fee (plus utility unit fees) that covers the period May 15 to October 15, or the prorated portion if necessary.

SALE OF TRAILER and/or CANCELLATION OF SITE

SALE OF TRAILER – RETAINING SITE

THE FOLLOWING POLICIES ARE TO BE FOLLOWED WHEN A PERSON WANTS TO SELL THEIR TRAILER HAVING BOUGHT ANOTHER TRAILER BUT WISHES TO RETAIN THE SITE.

1. The owner bears full responsibility for selling the trailer. If the replacement trailer is delivered, the present trailer must be removed at the owner's expense, unless other arrangements have been pre-approved by the Executive Director &/or Managing Director.
2. The owner may place the standard "For Sale" sign on the trailer. The owner may also request the opportunity to advertise the sale in a Fair Havens location designated for such a purpose. Strict guidelines regarding information and/or pictures must be followed and pre-approval must be received from the Camping Registrar in this regard.
3. If the owner requests permission to store the trailer if it has not sold, and there is room in the Trailer Storage area, approval may be granted upon the authorization of the Executive Director &/or Managing Director and the normal storage fees will apply.
4. Fair Havens does not permit solicitation of any of its people appearing on the Season Site Waiting List, nor will Fair Havens participate in any selling activity or arrangements related to the selling of trailers.

CANCELLATION OF SITE – SALE OF TRAILER

A Season Site Leaseholder is bound to fulfill the obligations of the lease once it is signed. Intent to renew the lease in the fall must be confirmed by October 15th with a signed copy of the lease along with the initial payment as indicated on the lease.

If the Season Siter does not wish to renew their site they must notify the Registrar by October 15th. Fair Havens will then initiate the site allocation process described on the previous page. It is the responsibility of the Season Siter to sell or remove the trailer for the site to make room for the new occupant. However, Fair Havens will advertise the trailers for sale on site to the waiting list group if the following conditions are met:

- ☐ The Vendor must notify the Registrar by September 30th of their intent to sell the trailer and vacate the site. Vendors can notify earlier if they so desire. All vendors will be required to

complete an 'Intent to Sell' form outlining details of the selling process, including timelines, price, etc.

- ❑ The Vendor must provide a 8.5" x 11" fact sheet regarding the specifications of the trailer including a picture.
- ❑ A current year written appraisal from an independent appraiser must be provided. The asking price of the trailer cannot be higher than 105% of the appraised value. All trailers must have a valid appraisal done.
- ❑ A \$500 administration fee with application for sale.
- ❑ In total, the 'Season Site Trailer Sale Package' must include the following:
 - o An 'Intent to Sell' Form;
 - o A \$500 administration fee;
 - o A fact sheet and photo outlining the details of the trailer;
 - o One to two independent written appraisals(s).
- ❑ Once the Season Site Trailer Sale Package is completed, Fair Havens will begin the process outlined in the previous section entitled SITE ALLOCATION AND REGISTRATION – SECTION 2.2.
- ❑ If no member on the waiting list is interested in purchasing the trailer then the vendor has three options, as follows:
 - Relist the trailer at a lower price
 - Remove trailer by May 1st of the following year (as described below)
 - Notify Fair Havens by December 30th of intent to keep the site for another season. A signed lease and initial or full payment must accompany this notice.

TRAILER REMOVAL

In the event of a new leaseholder acquiring a site but not the trailer, it is then the present owner of the trailer who is responsible for the timely removal of the trailer from the site, no later than May 1st. If room is available in the Storage Area, and upon approval of Fair Havens the trailer for sale may be temporarily located in storage subject to the regular fees and charges.

SEWAGE & GRAY WATER

Please make sure that all sewage and gray water is taken to the dumping station located at the west side of Quonset Washrooms and is not released on the site.

The Health Inspector will be looking for any violations. Violations are subject to fines by The Ministry of Health

GARBAGE DISPOSAL

Corrugated Cardboard: Designated dumpster by Quonset washrooms

Plastics, Glass and Pop Cans: Specified blue containers around the grounds or in a special compound beside the dumpster at Quonset washrooms.

Household Garbage: In regular dumpsters

- ☐ Corner of Chapel Cres. And Woodland Rd.
- ☐ Quonset washrooms

Please do not place metals or wood products in the dumpsters. See the Maintenance Staff regarding disposal of these items.

PROPANE

The propane company (Highlands) will make rounds regularly to check and fill 100 lb. tanks on sites that have been registered with them. Please advise the Registrar if you would like to be included with these regular maintenance rounds. Because of the 'new' propane regulation set in 2009, small tanks (20 lb, 50 lb) can not be filled in-place and will have to be taken by Highlands back to their filling station (off-site) and then returned to the season site, within two days.

If you are not on the 'regular maintenance' program then you can place a request at the main office when you would like your propane tanks checked (i.e. sign name in appropriate binder in office).

SECTION 4:

2025 FEE SCHEDULE

This section outlines the fee schedule for next season. Please note changes in payment terms for next season. All prices are subject to change.

SITE FEES

Option 1*: Pay in full by October 15, 2024 (payment cannot be post-dated) TOTAL: \$3640.00+HST
***Early bird discount applied (\$80 OFF)**

Option 2*: TOTAL: \$3720.00 +HST
Multiple payment options available . See lease agreement or inquire with Finance Director

*** \$25.00 Late payment fee per period will be added if payment is not received by deadlines.**

***Taxes and hydro will be added by May of the lease year**

2025 PROGRAM FEES

(only cover Lease Holder & Immediate Family up to 'package' total)

Occupancy Fees and Registration:

The 2025 Summer Conference program fee structure will be as follows

(i.e. the Season Sitters' pricing is only 30% of normal 9 week transient rate):

- o Basic Occupancy (1-2 people) \$648.00 + HST
- o Standard (3-4 people): \$1008.00 + HST
- o Deluxe (5-6 people): \$1584.00 + HST

These fees cover the weekly program fees for the 9 weeks of Summer Conference,
plus...

- They also cover the Saturday night community BBQs!

This means that you and your family won't have to make dinner on Saturdays for 9 weeks!

IMPORTANT! – All Season Sitters **MUST** register the children that will be on their site for each week of summer. Please access the electronic registration form located on our website, [Fair Havens Online Reservation | Children's Ministry](#).

SECTION 5

SEASON SITE COMMITTEE AND SCHEDULE OF EVENTS

The Season Site Committee is a group of committed individuals designated by the Season Sitters to work on behalf of the Season Sitters to help build community, act as a liaison between the Season Sitters and the management of Fair Havens and generally address issues pertaining to the Season Site community.

Season Site Committee 2025

See seasonsitters.fairhavens.org for details.

(Brian Bylsma, Fair Havens Camp & Conference Centre CEO & Executive Director – representing Fair Havens)

Auction Sub-Committee 2025

See seasonsitters.fairhavens.org for details.

Summer Events 2025

Run by the Season Site Committee... “Mark your Calendars”

Every Sunday at 7 pm in HERITAGE CHAPEL Hymn Sing with Milt Henderson and Sue Stevens

Every Wednesday in July and August from 2 - 4 pm Carnival with Games, Sno-Cones and Lollipop Tree at the Pavilion. It starts with a Bike Parade at 1:30 pm. Bike decorating kits are available all week in the Sports Shop for \$0.50 each.

Auction Week July 29 - August 2, 2025

Main Auction is August 3, 2025

Go to <https://seasonsitters.fairhavens.org/> for more information

[Get details on Speakers, Programs, Activities, Times etc.\)](#)

The Committee will provide more details as needed – keep your eyes and ears open!