

2nd BEAVER BANK SCOUTING's

**“HAROLD T. BARRETT
FUN FOREST CAMP”**

www.2ndbeaverbank.ca/camp

REGULATIONS & APPLICATION DOCUMENTS



Camp Address:

**1901 Beaver Bank Road, Beaver Bank
Nova Scotia**

2.4 km in from the Gated Road to Camp Gate

Revised November 2018

Camp Booking Agent – Scouter Gwen – 902-864-9073

“HAROLD T. BARRETT FUN FOREST CAMP” - REGULATIONS

HOLD-HARMLESS AGREEMENT: All Non-Scouting or Guiding Groups and/or Individuals must sign this agreement. There is an Organizational and an Individual Form, so whichever is applicable.

Non-Scouting/Guiding Groups must provide proof of \$2,000,000.00 Liability Insurance for Rental Dates prior to your application being approved. The Insurance Document must name HTB Fun Forest /Scouts Canada Camp and dates of Rental..

MAIN GATE: You may LEAVE UNLOCKED during your STAY. If left open, please LOCK the PADLOCK.
CAMP GATE: If you leave open, PLEASE LOCK the PADLOCK.

SMOKE DETECTORS: DO NOT REMOVE THE BATTERIES NO PETS PERMITTED.

CAMP INSPECTION CHECKLIST: Please conduct the PRE and POST INSPECTION Checklist. Leave completed on the Kitchen Counter, with your final Camp Numbers on it.

NO COOKING of FOODS that PRODUCE GREASE, on the stove - by Order of the Halifax Regional Fire and Emergency Services Department. (Bacon, deep fried items, sausages etc.) If you cook them in the Oven, please Clean the Oven.

FIREWOOD for the **WOODSTOVE ONLY** included in the rental. Please refill the indoor firewood pile before departure. The wood is stored in the Generator Shed near the Lodge. **CAMPFIRE WOOD is \$30. per CAMPFIRE.** Suggest you bring your own, it will be cheaper.

FIRE PRECAUTIONS: The CAMP is governed by the Fire Prevention Regulations of the Forest Act and is subject to Inspection by the Dept of Natural Resources. Fire index is posted each day at 2:00 PM on the Dept of Natural Resources website. “novascotia.ca/burnsafe” or by calling 1-855-564-2876. Please see Forest Fire Prevention Plan attached.

BUNKS: Are made of plywood. Please bring Sleeping Pad/Yoga Mat. Air Mattress is too wide because of side rails.

WATER: Well water is tested regularly. You will be advised if necessary to bring in drinking water.

Lodge is POWERED by SOLAR so please DO NOT OVERLOAD. Coffee Pot & Appliances draw a lot of power. If you plan to use them you need to run the Generator while they are in use. Don't forget to turn off the Generator when not required. Plugs that are on the Solar Power System are marked as such. Please do not use them for Appliances. PLEASE ENSURE all LIGHTS and SOURCES of POWER are TURNED OFF WHEN NOT NEEDED & BEFORE LEAVING. If you are Power Wise and keep lights usage at a minimum, the generator should not be needed. A Generator is available as back up. If the SOLAR BATTERIES become completely depleted, it takes approx 7 hours running the generator or some great sunshine to re-charge the batteries.

GENERATOR USE: One hour is available free, after that it is \$3.50 per hour.

DAMAGE: The CAMP will be checked following your departure. Any damages will be repaired at YOUR EXPENSE. It is your group's responsibility to REPLACE BROKEN ITEMS.

KEY PICK-UP & PAYMENT: You will be contacted and arrangements made. You will be Invoiced for Payment after your Rental. UNDER NO CIRCUMSTANCES will we accept PERSONAL CHEQUES. \$30.00 fee per set of lost keys.

FIRST AID and CLEANING SUPPLIES: You are responsible to bring your own.

SMOKING: LODGE, GENERATOR SHED and OUTHOUSES are SMOKE FREE Bldgs. Please Clean-Up your BUTTS.

BEST REQUIREMENT – HAVE FUN, LOTS OF IT!

Application for Rental

“HAROLD T. BARRETT FUN FOREST CAMP”

Please note Application for Rental, Proof of Insurance, Deposit and Signed Hold-Harmless (as applicable) and Indemnification Agreement(s) must be received by Booking Agent **at least Three Weeks prior to Rental date.** Please note, **all Individuals and Groups other than Scouting & Guiding must sign the Hold-Harmless Agreement.**

If a group fails to give a minimum of two weeks (14 Days prior to Camp Rental Date) notice to Cancel, their deposit will not be refunded. Not applicable if due to inclement weather.

We _____ (name of group or person) apply to rent “**HTB FUN FOREST (Scouts Canada) CAMP – Tenting Site**” from _____ to _____.

Barbeque Available with LODGE Rental (bring your own propane). Note: Groups wishing use of the **LODGE while TENTING** will be charged as if all members stayed in the **LODGE**.

Numbers: Youth: _____ Leaders: _____ Adults/Guests: _____
Number of Camp Crests requested _____ @ \$3.00 each

Contact Number if there is a **major problem** in the “**LODGE**” -----

There is a Troubleshooting Guide on the Wall in the Main Room.
Please remember it is a LODGE in the middle of the woods, not a HOTEL.

Responsible Adult (please print clearly)

Name: _____

Address: _____

Postal Code: _____ Deposit paid \$ _____

Phone #: 902- _____ Cell #: 902- _____

Email Address: _____

Responsibility of Camp User - It is the responsibility of all Camp Users to **review all emergency procedures and brief their Group** of the actions to be taken in event of an emergency. The camp has a **posted muster station and exit signs**, and these should be reviewed ASAP. Please see **Forest Fire Prevention Plan** attached. **Crisis planning is the responsibility of each Camp User.** "In case of emergency the “**Responsible Adult**” is responsible to check the building and assist those in need with exiting the building."

To be filled in and signed prior to keys being picked up
RESPONSIBLE ADULT (Minimum 21 years old)

I _____ (**RESPONSIBLE ADULT**) understand that I am responsible for the conduct of all Members, Guests and Visitors of my Group using the Lodge and Grounds. I confirm the information on this application is correct and that I have READ and AGREE to the REGULATIONS under “**HAROLD T. BARRETT FUN FOREST CAMP**” which I have a copy. I also understand that the Lodge may be **INSPECTED** by a 2nd Beaver Bank Scouting Rep at any reasonable time without notice.

Please Note: The Responsible Adult must be on site throughout their Camp.

Responsible Adult: _____

Date: _____ Deposit Paid: \$ _____ **Cash/ Organization Cheque only.**

Crests # _____ \$ _____

Please make Deposit/Payment Cheques payable to **Harold T. Barrett Camp.**

SCOUTS CANADA

HOLD-HARMLESS AND INDEMNITY AGREEMENT (ORGANIZATIONAL)

I/WE _____, hereinafter referred to as the “Organization”, shall indemnify, hold free and harmless, assume liability for, and defend the Scouts Canada, its chartered councils, groups, agents, servants, employees, officers, and directors from any and all costs and expenses including, but not limited to, attorneys’ fees, reasonable investigative and discovery costs, court costs, and all other sums which the Scouts Canada, its chartered councils, groups, agents, servants, employees, officers and directors may pay or become obligated to pay on account of any, all and every demand for claim or assertion of liability, or any claim or action founded thereon, arising or alleged to have arisen out of the Organization’s use of real or personal property belonging to the Scouts Canada, its chartered councils, groups, agents, servants, employees, officers, and directors, on _____ (date) or by any action or omission by the Organization, its members, agents, servants, employees, officers, or directors.

Further, the Organization agrees to provide a **Certificate of Insurance** naming **HTB Fun Forest/Scouts Canada Camp** as **additional insured on a comprehensive general liability insurance policy in force during the period of use in an amount of not less than \$2,000,000**. Such Certificate to specifically show any exclusions contained in the policy.

Property and period to be used:

*“Harold T. Barrett Fun Forest/Scouts Canada Camp”
1901 Beaver Bank Rd., Beaver Bank, NS*

Dates _____

(Organization): _____

By: _____ a member of the Organization who has authority to Sign this Document

Date: _____

Attach Certificate of Insurance

**Note to Camp Manager: Please forward this form to your Council Office. B.P. &P., Section 20000
February 2007**

SCOUTS CANADA

INDIVIDUAL RELEASE AND HOLD-HARMLESS AGREEMENT

I understand that participation in the _____ which is sponsored

(Describe Activity)

by _____ and is to be held on _____,

(Date)

involves a degree of risk that could result in injury, death or loss or damage to person or property. After carefully considering the risk involved, and in view of the fact that Scouts Canada is a not-for-profit organization, I hereby release, hold-harmless and waive all claims associated with this activity which I may have against Scouts Canada, its employees, officers, directors, agents, volunteers and members.

Name of Participant (please print): _____

Signature (if 18 or over): _____ Date: _____

If participant is under 18 years of age, this release must be signed by a parent or guardian.

Name of Parent/Guardian (please print): _____

Parent/Guardian Signature: _____ Date: _____

Note: Please forward completed copies of this form to your Council Offices.

FEES FOR RENTAL

“HAROLD T. BARRETT FUN FOREST CAMP”

We **REQUIRE \$150.00 (CASH or ORGANIZATION CHEQUE) DEPOSIT** to accompany Application and Documents. It will be cashed 18 days before your Rental date.

LODGE - \$8.00 per Person per Day/Night - **Minimum \$100.00 per Day/Night. DEPOSIT** as above.

TENTING Only: \$5.00 per Person per Day/Night.

Special rates may be available for Special Events – I.E. **Family Reunions, Weddings Etc.**

Please note – By Fire Regulations, the Bunk Room Sleeps 22, there are two Leader Rooms that Sleep 4 each, the Activity Room holds 36 and Sleeps 9 and the Main Room holds 52 and Sleeps 14.

With LODGE RENTAL - if the Gas Generator is used, there is a FEE of \$3.50 per Hour after 1 hour free.

NO ACCESS to LODGE if your group is “**TENTING**”. Groups wishing use of the **LODGE** while **TENTING** will be charged the **LODGE RATE** as above.

Please bring wood for your Campfire(s). If you use our WOOD there is a \$30. fee per Campfire.

Please replace wood burned during your stay with wood from the Wood Shed. If not, we will pay someone to do so and you will be charged a fee.

ASAP after your Rental we will **Inspect the Lodge/Grounds for Cleanliness and Damage**. You will be contacted ASAP if there is/are Issue(s). If you are notified that the **Lodge/Grounds** have been left **unsatisfactory/damaged** and your group **does not return ASAP to rectify the issue(s)**, you will be charged **\$100.00 for Clean-Up Fee as well as any additional Damage Fee, if applicable**. **If all is well, your full DEPOSIT will be deducted from your overall Rental Fees. You will be Invoiced for final Payment.**

CAMP CRESTS: Crest, as shown on page one, are available at a cost of \$3. each. **There is a Discount when 21 or more Crests are Purchased.**

CANCELLATION: Your Deposit will **not be returned** if you **CANCEL within 2 weeks (14 Days)** of confirmed **CAMP RENTAL DATE (except for severe weather conditions)**.

WHAT’S COVERED: Fee to Rent the **LODGE** includes – Propane for Fridge and Stove, Firewood for the Wood Stove (**NOT FOR CAMPFIRES**) and use of the Barbeque, (**there is no propane tank on site**) and

All the MEMORIES you can pack into your visit!!

HAROLD T. BARRETT FUN FOREST CAMP INSPECTION CHECKLIST

Open propane tank noted "in use"

AREA	CHECKS to be DONE	PRE CAMP	POST CAMP	COMMENTS
EXTERIOR	Exits clear of debris/snow	Y / N	Y / N	_____
	Windows & Doors Okay /Locked	Y / N	Y / N	_____
	Outhouses Clean (if used)	Y / N	Y / N	_____
KITCHEN	Stove/Oven/Clean/Off	Y / N	Y / N	_____
		Y / N	Y / N	_____
	Sinks/Counters/Dishes Clean	Y / N	Y / N	_____
	Fridge /Freezer Clean & Open	Y / N	Y / N	_____
	Kitchen Clean	Y / N	Y / N	_____
	Tables/Chairs Clean/Put Away	Y / N	Y / N	_____
ALL ROOMS	Activity Room Clean	Y / N	Y / N	_____
	Bunkroom Clean	Y / N	Y / N	_____
	Adult's Rooms Clean	Y / N	Y / N	_____
	First Aid Room Clean	Y / N	Y / N	_____
	Bathrooms Clean	Y / N	Y / N	_____
	Dry and Wet Mops Clean	Y / N	Y / N	_____
	Lockers Empty	Y / N	Y / N	_____
FIRE SAFETY	Smoke Detectors (3) Test /Working	Y / N	Y / N	_____
	Testing Stick is on top of Bulletin Board	Y / N	Y / N	_____
	Fire Extinguishers Okay	Y / N	Y / N	_____
GENERATOR	Generator Meter Reading #			_____
	Generator filled	Y / N	Y / N	_____
	Gerry Cans Filled	Y / N	Y / N	_____
	Generator Off	Y / N	Y / N	_____
OTHER	All Lights Working & Off	Y / N	Y / N	_____
	Canada & NS Flags present	Y / N	Y / N	_____
	Barbecue Cleaned/Indoors (if used)		Y / N	_____
	Firewood Brough in from Generator Building & Stacked		Y / N	_____
	****Water Pump Turned Off		Y / N	_____
	****All Floors Swept & Mopped, Please Use Cold Water and Vinegar Only		Y / N	_____

Cigarette Butts Picked Up _____

PLEASE REMOVE ALL ITEMS YOU BROUGHT IN, INCLUDING ONES YOU PUT IN THE CUPBOARDS

AREA	CHECKS to be DONE	BEFORE CAMP	AFTER CAMP	COMMENTS
OTHER	Propane Tanks Off		Y / N	_____
	Garbage/Compost Etc. Removed		Y / N	_____
	Cardboard Boxes Removed		Y / N	_____
	Both Gates Locked		Y / N	_____
	*****In cold conditions, please put 1/2 Cup Antifreeze in each Toilet and Bathroom Sink and 1/2 Cup in 1 Kitchen Sink.		Y / N	_____

Camp inspected by: _____ Date _____
(Camp Representative)

START OF CAMP

Renter: _____ Date _____
(Print) (Sign)

END OF CAMP

Renter: _____ Date _____
(Print) (Sign)

Please Double Check all Doors.
Please report any/all DAMAGES. Comments:

Please leave this Form, with your final numbers on it on the Kitchen Counter. Please return the Camp Keys. Thank You.

HTB FUN FOREST CAMP - FOREST FIRE PREVENTION PLAN

Campfires:

- Check local announcements to make sure there are no fire bans in effect
- Never light fires outside of the campfire pits provided
- Never leave a fire unattended
- Always have a way to put out your fire safely (pail of water or sand, fire extinguisher)
- Always make sure your fire is completely extinguished before you leave.
 - Tip: put a knife (or other similar metal object) into the earth in the fire pit and leave it for 5-10 minutes. Carefully check to see if the blade is hot; if it is, continue to douse the fire pit

Stoves:

- Always place stoves on firm, level surfaces
- Ensure stoves are properly distanced from potential fire hazards (i.e.: hanging or blowing articles)
- Keep flammable materials a safe distance from open flames
- Always have a functioning fire extinguisher nearby
- Do not refill fuel in an area where stoves may later be lit
 - If you spill, take appropriate measures to clean it up or allow fuel to dissipate

Lanterns:

- Ensure your lantern is on a firm, level surface or hung in a secure manner
- If hanging your lantern, do not hang it in a way that it is touching the tree or beam which is supporting it
- Keep flammable materials at a safe distance
- Always have a functioning fire extinguisher nearby

General:

- Except with permission of the Booking Agent, no fireworks are to be used in camp.

