

Camp Vanier Booking Package

Non- Scouting Groups

- Consult the calendar at www.campvanier.ca to see availability of buildings and sites.
- Tentatively secure a booking:
 - Complete a booking request at www.campvanier.ca, or
 - Email the booking coordinator (camp.vanier.ab@gmail.com) with the requested dates and areas, or
 - Call the booking coordinator at 780-639-4876 to tentatively secure your booking.
- Complete the Booking Form, Rental Agreement, Scouts Canada Organizational Hold Harmless and Indemnity Agreement, Proof of Insurance and any other associated forms (i.e. ATV Request) and:
 - Scan and email the completed forms to camp.vanier.ab@gmail.com with “booking requested dates” in the subject line. OR
 - Mail the completed forms. Please call the booking coordinator at 780-639-4876 to provide notification of the mailing date.
- Forward any required deposit.
- You will receive a call or email confirming your booking.
- Please bring the following when you come to camp:
 - Completed manifest
 - Copies of:
 - Camp Vanier Regulations
 - Emergency Information
 - Garbage Disposal
 - Camp Vanier Map
 - Camp Vanier Emergency Action Plan
- The group will be provided with a camping permit when they arrive at camp.



**CAMP VANIER
SCOUTS CANADA
NORTHERN LIGHTS COUNCIL**

**NON-SCOUTING
GROUPS**

- Non-Scouting groups using Camp Vanier are required to complete the attached *Scouts Canada Organizational Hold-Harmless and Indemnity Agreement*. (Scouts Canada BP&P, Property Policy, Section 1011)
- Non-Scouting groups are also required to provide a Certificate of Insurance naming Scouts Canada as additional insured on a comprehensive general liability policy in force during the period of use in an amount of not less than \$2 million, such Certificate to specifically show any exclusions contained in the policy. Please contact your insurance provider to ensure these conditions are met.
(Scouts Canada BP&P, Property Policy, Section 1011)
- Please be aware of the following Scouts Canada policies regarding drug and alcohol use while on Camp Vanier property:
 - 1010 Drug and Alcohol Policy**, 17 November 2001, Revised: 25 March 2011
 - 1010 (a) Drug Policy**
 - There shall be no recreational drug or substance consumed or made available on any Scout property – owned or leased.
 - 1010 (b) Alcohol Policy**, 17 November 2001, Revised: 25 March 2011
 - There shall be no alcohol at any Youth Program Activity, as defined in 1010(a).
 - There shall be no alcohol where minors are present.
 - Where permitted by and consistent with law, alcohol licenses may be sought for Scouts' sites and properties as required for adult events and 3rd party rentals.
- Scouts Canada encourages adults not to smoke when youth are present. Smoking is not allowed in any building (including outhouses). If members of your group smoke, please ensure cigarettes are disposed of responsibly to avoid litter and prevent any chance of starting a wildfire.
- User groups will be held responsible for any fire related damages / costs caused by smoking.
- Please be aware that all groups are responsible to completely remove all garbage, including cigarette butts from the Camp Vanier Site.
- Non-Scouting groups are required to follow the Camp Vanier General Rules.

**SCOUTS CANADA
ORGANIZATIONAL HOLD-HARMLESS
AND INDEMNITY AGREEMENT**

_____, 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 (attached) naming Scouts Canada 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:

(Organization):

By: _____

A member of the Organization who has authority to sign this document

Date:

Attach Certificate of Insurance

Note: Please forward completed copies of this form to your Council Offices.
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SCOUTS CANADA - CAMP VANIER BOOKING FORM

Booking Request Date:		Booking Completed Via: <input type="checkbox"/> phone <input type="checkbox"/> email <input type="checkbox"/> mail		
Arrival Date at Camp:		Departure Date from Camp:		
Scout Group / Organization:				
<input type="checkbox"/> Scouts Canada Group		<input type="checkbox"/> Girl Guides of Canada Group		
<input type="checkbox"/> Non-Scouting Organization				
Section(s): <input type="checkbox"/> Beaver Scouts <input type="checkbox"/> Cub Scouts <input type="checkbox"/> Scouts <input type="checkbox"/> Venturer Scouts <input type="checkbox"/> Rover Scouts <input type="checkbox"/> Adult Leaders				
Mailing Address:		City / Town:		
Province:		Postal Code:		
Email:				
Attention:		Phone:		
<input type="checkbox"/> Equipment Request Attached	<input type="checkbox"/> ATV Use Request Attached	<input type="checkbox"/> Archery Range Request Attached		
CONTACT INFORMATION WHILE IN CAMP (2 REQUIRED)				
Name:		Cell:		
Name:		Cell:		
FEES			SUBTOTAL	
\$200 Damage Deposit:		<input type="checkbox"/> Included	<input type="checkbox"/> Carried over from previous booking:	
ADMINISTRATIVE FEE (NON-REFUNDABLE):			\$30	
Scouting Members:	# Youth x	Number of days x	\$2 per day =	
	# Adults x	Number of days x	\$0 per day =	\$0
Non-Scouting Members:	# Youth x	Number of days x	\$3 per day =	
	# Adults x	Number of days x	\$3 per day =	
<input checked="" type="checkbox"/>	BUILDING / AREA	COST PER DAY X	NUMBER OF DAYS =	
	White Elephant	\$50		
	L Multi-Purpose Building	\$20		
	R Multi-Purpose Building	\$20		
	Rover Den	\$20		
	Leader Cabin	\$20		
	Venturer Cabin	\$20		
	Cub Hut Area	\$20		
	Twin Pines Area	\$20		
	Beaver Pond Area	\$20		
			TOTAL =	
FOR CAMP VANIER USE ONLY		ADJUSTED INVOICE TOTAL =		



SCOUTS CANADA, CAMP VANIER RENTAL AGREEMENT

This agreement is made between Scouts Canada, Northern Lights Council, hereinafter referred to as Scouts Canada and:

Group and Section or Organization

The agreement is for the rental of Camp Vanier with the following terms and conditions of the rental:

- A) **Booking/Damage Deposit:** Groups booking camp facilities must provide a damage/booking deposit of \$200.00 to be paid in full at time of booking to hold their booking date. This deposit is only refundable and transferable up to 7 days prior to arrival date and thereafter is 50% forfeited. The deposit is for buildings and tenting sites, overnights and day activities. After the building and / or site has been inspected, groups will have the deposit credited to their fees, applied to future camps or refunded.
- B) **Terms of Payment:** Groups will be invoiced for their camp rental and will have 30 days to settle the account. Groups not fully settling their accounts within 30 days will have their deposit applied to the account and their camp rental privileges then suspended until payment is received in full.
- C) **Camp Rules:** The group acknowledges that they have received, read, understand, and agrees to follow all the camp rules and regulations during their stay.
- D) **Cleaning:** All facilities used must be properly cleaned before departure. All sites must be left tidy and all garbage transported off site for appropriate disposal. Groups who leave their site or building in an unsatisfactory condition of cleanliness will forfeit their deposit.
- E) **Supervision:** Groups are responsible for the supervision of youth and adults attending camp and are responsible for their behavior and will be held liable for any damage(s) caused.
- F) **Arrival, Departure and Manifest of Individuals in Camp:** Groups will provide booking coordinator clear arrival and departure times as well as a manifest of who is on site at all times.
- G) **Emergency Communications:** The group acknowledges that there is no land line on the property, and it is the groups responsibility to bring more than one fully charged cell phone for the purpose of providing emergency services access (i.e. 9-1-1).
- H) **Required Equipment and Check In / Out Procedures:** The group acknowledges that they have reviewed the required equipment list and check in / out procedures for the areas of the camp being rented.
- I) **Non-Scouting Groups:** If the renter is a non-Scouting group, it is acknowledged that an insurance certificate listing Scouts Canada as an additional insured for \$2 million must be provided as well as signing and returning the attached organizational hold harmless agreement a minimum of 2 weeks prior to arrival.

Non-compliance may result in eviction and suspension of any future camp booking.

Executed this _____ day of, _____ 20_____

Scout Group & Section or Organization

Scout Group or Organization Representative Name (print)

Signature

Camp Vanier Representative (Print)

Signature

Date



Scouts Canada, Camp Vanier User Group Manifest

User Group:		Booking Dates:			
<input type="checkbox"/> White Elephant	<input type="checkbox"/> Left Multipurpose Building	<input type="checkbox"/> Right Multipurpose Building	<input type="checkbox"/> Rover Den	<input type="checkbox"/> Leader Cabin	
<input type="checkbox"/> Venturer Cabin	<input type="checkbox"/> Cub Hut Area	<input type="checkbox"/> Twin Pines	<input type="checkbox"/> Beaver Pond Area		
First Name	Last Name	Youth (✓)	Adult (✓)	Scouts Canada Registered Member	
				Yes	No
1					
2					
3					
4					
5					
6					
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20					



**Camp Vanier
Scouts Canada,
Northern Lights Council**

**CAMP
REGULATIONS**

The following are supplements to the Scouts Canada Bylaws, Policies and Procedures, and the Camping and Outdoor Activity Guide. Enjoy the camp; use it, but do not abuse it.

- All groups must bring a minimum of 2 fully charged cell phones for emergency use. There is no landline on the property.
- In the event of fire or medical emergency, call 9-1-1. Camp location and other emergency contact information are posted at the White Elephant and in all cabins.
- Leaders are responsible for the safety and conduct of their campers.
- First aid equipment is each group's responsibility. The nearest hospital (Cold Lake Health Centre) is 20 km away in Cold Lake North. Incidents must be reported to your Group Committee as soon as possible on the appropriate forms.
- The speed limit on the property is 20 kph.
- Quiet time is 11:00 PM.
- You are in bear country, be bear smart! Food and garbage should be stored in buildings or vehicles, never in tents.
- Firearms, pellet, paintball, airsoft guns, laser tag, slingshots or any other weapons are not permitted.
- Archery requires prior approval.
- Pets are not permitted. Service animals are welcome.
- Mattresses must stay on the beds. They are not to be used on the floors.
- Please do not enter other buildings or campsites without an invitation.
- Grey water is to be disposed of in appropriate pits, not in outhouses.
- Please do NOT dispose diapers and pull-ups in the outhouses.
- Any waterfront activities must have an adult leader present.
- No swimming alone, and no swimming or boating at night.
- PFD's or life jackets will be worn in boats and canoes at all times.
- White gas / propane powered lanterns and camp stoves are only permitted for use in the Rover Den, Venturer Cabin, or Leader Cabin, and only if adequate ventilation is provided.
- No white gas (naphtha / Coleman fuel) or other fuels may be stored in any buildings.
- Campfires:
 - Campfires are only permitted in the designated fire pits and must be attended at all times.
 - All fires must be fully extinguished (cold to touch) prior to departure.
 - Only dead, downed wood may be used in fire pits. Cut and stacked wood is for use in cabins.
 - Bushes and trees may not be cut without prior approval.
 - Any fire bans in place must be respected.
- ATV use:
 - ATV's may only be used for maintenance duties or providing transportation for individuals with mobility impairments.
 - Prior approval is required for all ATV use.
- Groups are responsible for cleaning up buildings & campsites prior to leaving camp.
- Groups are responsible to remove all trash from Camp Vanier on departure. Pack it in... pack it out!
- Groups using Camp Vanier facilities will be held financially responsible for any and all damages incurred during their visit.



Camp Vanier
Scouts Canada
Northern Lights Council

**Getting to
 Camp Vanier**

LOCATION

64104 Range Road 432
 Corner of Township Road (TR) 641 & Range Road (RR) 432.

FROM COLD LAKE (20km)

- Drive 10km west on Highway 55 from the Highway 28 / 55 intersection.
- Turn north on to Range Road 432 at the Riverhurst intersection.
- Continue 6 km and watch for the sign indicating Camp Vanier and Camp Coinda.
- Turn right onto this grid road and continue about 0.5km, Camp Vanier is at the end of this road.

FROM EDMONTON (290km)

- Take Highway 28 east proceeding through Bonnyville.
- At Ardmore, turn north on Secondary Highway 892, then turn east on Highway 55 at the traffic roundabout towards Cold Lake.
- Turn north on Range Road 432 at the Riverhurst intersection.
- Continue 6 km and watch for the sign indicating Camp Vanier and Camp Coinda.
- Turn right onto this grid road and continue about 0.5km, Camp Vanier is at the end of this road.

Map Datum NAD83 / WGS84	
UNIVERSAL TRANSVERSE MERCATOR (UTM):	DEGREE DECIMAL:
Zone 12 Easting: 541473 Northing: 6041222	Latitude: 54.516830108 Longitude: -110.359335183
DEGREE, MINUTE, SECOND:	MINUTE, DECIMAL:
Latitude: 54° 31' 0.779" N Longitude: 110° 21' 33.607"W	Latitude: 54° 31.012980648 Longitude: -110° 21.5601109799999

EMERGENCY INFORMATION

AMBULANCE, FIRE-RESCUE, POLICE

9-1-1

**Best cell reception is on road between
Rover Den and Venturer Cabin**

CAMP VANIER LOCATION:

64104 Range Road 432

6.5 km Due North of Riverhurst on RR 432

**Ensure Adult Member Meets Emergency Vehicle(s) at
Main Gate To Provide Directions To Incident.**

**MUSTER POINT FOR CAMP VANIER
IS WHITE ELEPHANT PARKING LOT**

OTHER CONTACTS:

Ian Lovie (Camp Committee Chair / Booking Coordinator):	780-639-4876 / 780-812-5172
Claude Boily (Safety & Security Coordinator):	780-812-9686
PADIS (Poison & Drug Information Service)	1-800-332-1414
HealthLink Alberta	8-1-1
Cold Lake RCMP - Administration / Information	780-594-3302
Cold Lake HealthCare Centre	780-639-3322



**Camp Vanier
Scouts Canada
Northern Lights Council**

**GARBAGE
DISPOSAL**

- Currently, there are no waste disposal or recycling facilities available at Camp Vanier. Garbage disposal is the responsibility of user groups. Pack it in - pack it out.
- Please ensure that diapers and pull-ups are disposed in the garbage and not thrown down the outhouses.
- Food scraps etc. are to be thrown out with the garbage, and not thrown in the bush.
- Fish entrails are to be thrown out with the garbage, and not disposed of in the lake or bush.
- Please remember you are in bear (and coyote, skunk, squirrel etc.) country. Please store garbage in a closed vehicle, or a secured can.
- Full garbage bags should not be stored in kitchen areas.

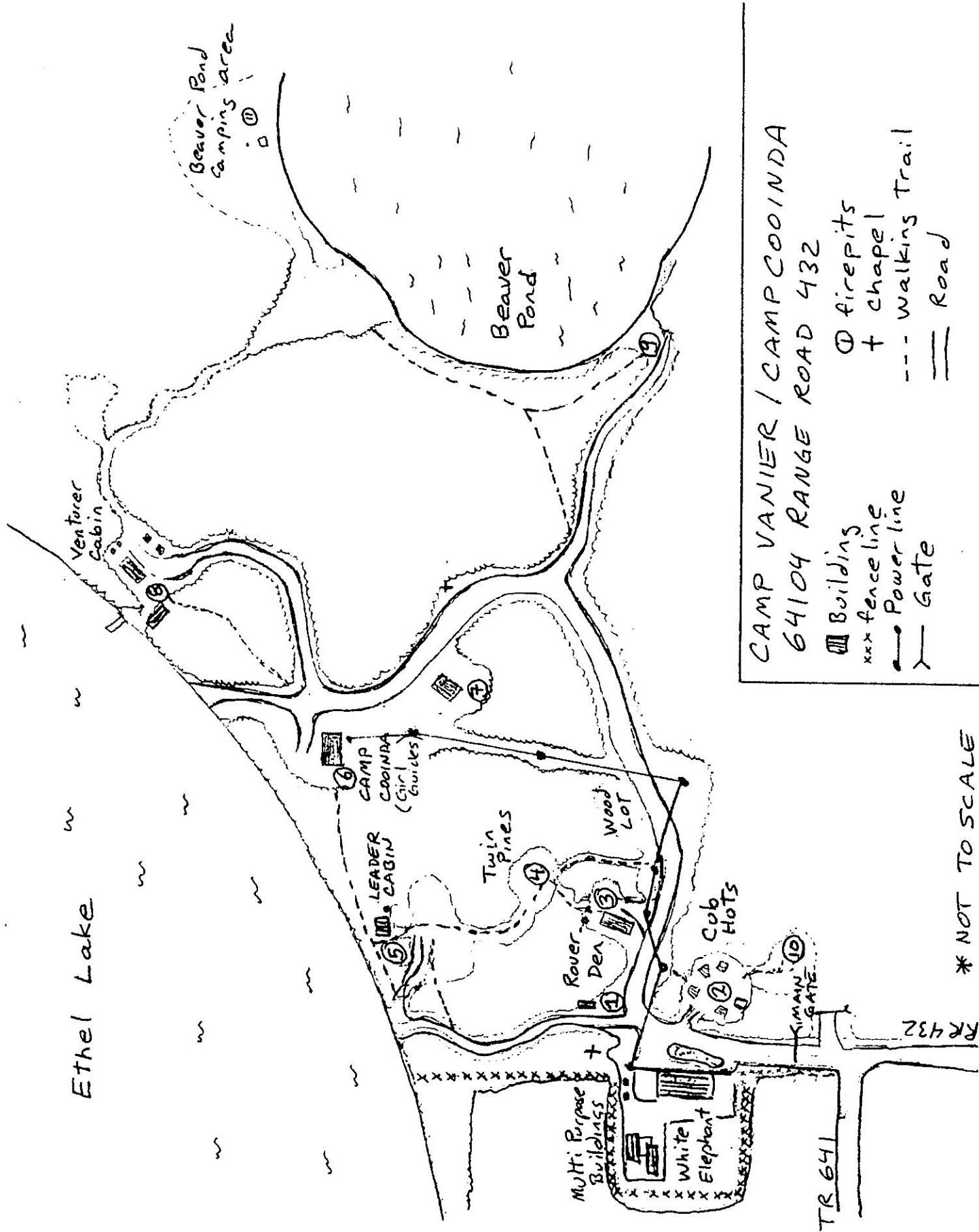
Garbage Disposal:

- The nearest waste transfer station is located at Hilda Lake:
 - Regular household waste disposal.
 - Hours of operation: Wed, Sat, Sun, 1000 – 1800hrs.
 - Location: 64016 Range Road 434
 - When leaving Camp Vanier, turn right (West) on Township Rd 641
 - At the stop sign, cross Range Road 432A
 - At the stop sign, turn right (South) on Range Road 434.
 - Transfer station is located on your right just before the marked curve.
 - If asked, indicate you are with Camp Vanier at Ethel Lake.

Recycling:

- Recycling is available at:
 - Riverhurst Community Hall.
 - South side of Highway 55 at Range Road 432.
 - Cold Lake Recycling Centre
 - Location: 3609 50th St, Cold Lake
 - Located in Cold Lake South beside the Sears store.
 - Hours:
 - Mon to Fri, 0900 – 1700hrs, Sat 0900-1500 hrs for bottles, cans etc.
 - 24 hours a day for general recyclables including glass, metal, plastic, paper and cardboard.

User groups will lose their damage deposit if garbage and recycling is not removed.



CAMP VANIER / CAMP COOINDA
 64104 RANGE ROAD 432

- ▣ Building
- xxx fence line
- Power line
- ⌋ Gate
- ⊙ firepits
- + chapel
- Walking Trail
- == Road

* NOT TO SCALE