

Royal Canadian Legion Branch No. 39



Rules and Regulations
of the
Lac Bellevue Development

Revised June 2024
(Amended September & November 2024, June & September, 2025)

Legal Land Description: 09-06-56-09 W4M
Lat / Long: 53.80982-111.3180

FRAMEWORK:

PART I - DEFINITIONS

Caretaker	A person who has the charge or care of security and enforcement of Rules and Regulations of the Lac Bellevue Development.
Pet	A domesticated or tamed animal that is kept as a companion and cared for affectionately.
Child	For purposes of this document, any person under the age of 12.
Grandfather Clause	A legal provision exempting a business or person from a new regulation that would affect prior rights and privileges.
Lead Co-ordinator	The Chair of the Co-ordinator Committee, appointed by RCL Branch No. 39, of the Lac Bellevue Development.
Assistant Co-ordinator	A member of the Co-ordinator Committee that looks after a specific area or job for the lakefront and consults with the Co-ordinator group to make pertinent decisions in the best interests of the lakefront.
Ways & Means Program	A program whereby lot holders can apply to the Co-ordinator Committee for alternative payment of fees or exemption from volunteer hour requirements. The Ways and Means Committee is comprised of the Lead Co-ordinator and the President of Branch No. 39.
Shed	A structure built for storage purposes.
Camping Unit	A vehicle which is solely intended for people to sleep in while recreationally camping.
Tent	A temporary structure which is solely intended for people to sleep in while recreationally camping.
Seasonal Lot	A lot offered for one annual seasonal term, from May 1 to October 1.
Guest	Any person(s) who access the lakefront temporarily and is not a lot holder or their spouse/child.
Yearly Lot Renter	Any person(s) who rent a lot on a yearly basis.
Daily Lot Renter	Any person(s) who rents a lot on a daily or short-term basis.

PART II - PURPOSE

The purpose of the Lac Bellevue Development is to provide a recreational retreat under the direct control of, and for the enjoyment of, Royal Canadian Legion (RCL) Branch No. 39 and other Legion members and their guests

It is our greatest intention to share the site with community organizations and clubs. We are to provide public access to the beach area as per access rules set by Public Lands.

All rules are formulated to follow the original mandate set out by Public Lands, together with RCL Branch No. 39. Our land is leased from the Alberta Government and is subject to their rules and regulations. Breach of their rules and regulations could lead to the forfeiture of the lands by RCL Branch No. 39 to the government. We hope your stay at Lac Bellevue is as enjoyable as possible.

PART III - ORGANIZATION

- A. The RCL Branch No. 39 of Vegreville, Alberta, is the governing body of the Lac Bellevue Development.
 - 1. All revenue from this development belongs to RCL Branch No. 39, therefore, all expenditure must meet the approval of the same. Sufficient funds are generated from the development and kept in Lac Bellevue accounts at RCL Branch No. 39, to facilitate its operation.
 - 2. All documentation and communication pertaining to lake activities is to be copied to the Branch for official record keeping.
- B. The managing body of the Lac Bellevue Development is set up as follows:
 - 1. **Co-ordinator Committee:**
 - i. The Lead Co-ordinator shall be appointed from within RCL Branch No. 39 annually, have a maximum term of two years, be evaluated annually by Branch No. 39 Executive, and shall be a member of the Co-ordinator Committee. Will become the Immediate Past Lead Co-ordinator for the next two years.
 - ii. Additional members shall volunteer or be appointed by the Lead Co-ordinator as required, with at least one member being from RCL Branch No. 11.
 - iii. All members of the committee shall be lot holders.
 - iv. The committee shall have the power to add as many members and affiliates as necessary to adequately carry out its duties.

- v. The Lead Co-ordinator, at their discretion with the majority of the Co-ordinator Committee, can spend up to \$1,000 without the consent of the lot holders. If a major expense over \$1,000 is required (except in a case of emergency) the President of Branch No. 39 with 10 days' notice can call an emergent meeting of the Lac Bellevue lake lot holders to vote on the expenditure. (Amended September 2024)

2. Duties of Co-ordinator Committee:

- i. Provide a plan of activities, repairs or maintenance, and project a budget for the following year. Once the budget has been presented and approved by the lot holders at the fall meeting, it shall be presented for approval to RCL Branch No. 39 at the November General Meeting.
- ii. Review the eligibility of all lot rentals at the beginning of each year. New rental requests will be approved by the Committee based on the information and/or recommendation provided by the Lot Placement Co-ordinator.
- iii. Review annual rental rates with lot holders at the fall meeting and bring to RCL Branch No. 39 for approval.
- iv. Provide written reports as necessary of all activities, expenditures, problems, etc. to RCL Branch No. 39 at regular meetings.
- v. Call two meetings per year: Sunday of May and September long weekends. Ten days' notice shall be given prior to these meetings.
- vi. Request and supply a Lakefront Financial Statement from RCL Branch No. 39 bookkeeper to be presented at the Spring and Fall meetings.
- vii. Supervise the Caretaker and provide him or her with a written job description (Appendix C).
- viii. The Lead Co-ordinator must, prior to October 31st of each year, file a written report for record purposes and present it at the November General Meeting of RCL Branch No. 39.
- ix. The Lead Co-ordinator is compelled to maintain control over spending. Projects and work parties require a pre-approved budget, and each co-ordinator or lot holder must work within the budget. Any purchase that has not been approved, and is unwarranted, will be the personal responsibility of the purchaser.

- x. The Lead Co-ordinator must ensure the existing Caretaker receives any updates to the newsletter, revised Rules and Regulations, updated registration forms for each lot holder, and work party lists.
- xi. The Caretaker is responsible to the Lead Co-ordinator and must follow the job description guidelines (Appendix C).
- xii. Vacant Co-ordinator positions will be posted on the Lac Bellevue Facebook page and monthly newsletter, and will remain open for 30 days to ensure all members of the community have an opportunity to volunteer for the position. If two or more people apply, it will go a vote by the lot holders.

RULES AND REGULATIONS

PART I - ELIGIBILITY FOR LOT RENTAL

A. Yearly Rentals

1. Lot holders must have a paid-up membership of RCL Branch No. 39 or RCL Branch No. 11 (under special agreement contained in RCL Branch No. 39 minutes of November 8, 1988, and April 21, 1993, to wit: 20 lots plus additional lots on a yearly basis if available after June 1st of each year). Currently 76 lots plus 6 daily/seasonal rentals.
2. Applicants must have a membership with a qualifying Branch for at least one year before being eligible to apply for a lot.
3. Lots may be assigned to Legion members other than those of Branch No. 39 or Branch No. 11 provided extra lots are available, and must be reviewed annually. If a member from another branch qualifies for a lot, they will be required to commit 5 of their volunteer hours to Branch No. 39 or Branch No. 11. (Amended November 2024)
4. Lot rental fee and taxes are due in full on December 31 of each year. If the lot rental fee is not paid by the 31th of January IN FULL, an additional \$50 late fee will be added to the yearly fee. A late penalty of \$50 will be added to each successive month having a deadline of March 31st after which you will be required to vacate the lot by April 30th. Any lot holder requiring alternative payment of fees must apply for such consideration by December 1st of the prior year, to the Co-ordinator Committee at rclbr39@telus.net All requests will be kept in the strictest confidence. Four payments will be required and need to start in January and end in April.
5. It is the wish of RCL Branch No. 39 to keep the cost of the lot rental affordable for everyone. Lot rental is determined and voted upon at the Lakefront General Meetings once per calendar year, with the understanding that:

i. The lot holder must volunteer **20 hours** per calendar year (**October 1 to September 30**) {amended September 2024} and participate in any capacity they can, such as: work the fair booth, bingo, steak fry, breakfast, repair and maintenance of the lake development, etc.

ii. If paying a monetary amount is needed in lieu of volunteer hours, it will be 20 hours at \$25.00 per hour {amended September 2025, effective 2026}. Your volunteer donation can be made out to the RCL Branch No. 39 (paid separately) along with your yearly lake lot fee payment.

If you are unable to complete your required hours, unfinished hours will be billed to the lot holder at \$25.00 per hour {amended September 2025, effective 2026}. Payment of billed volunteer hours is due December 31 of each year. If the volunteer hours fee is not paid in full by December 31st, and additional \$20 late fee will be added to the fee. (Amended June 2025)

Once the lot holder reaches seventy-five (75) years of age, the lot holder will no longer be required to perform their 20 hours of volunteer service. (Amended September, 2025)

iii. A record of these volunteer hours is to be submitted and will be kept at RCL Branch No. 39 for liability reasons and as documentation for future grant applications. After completing your volunteer commitment, ensure you document your respective hours and applicable projects in your volunteer ledger that is in your sign-in binder, kept near the main entrance.

iv. Yearly lot holders are unable to transfer their volunteer hours to another lot holder.

v. Out of the 20 hours of volunteering expected by every lot, 5 hours must be completed at the lake front.

vi. All lot holders affiliated with Branch No. 39 will preferably complete 5 hours of volunteering at Branch No. 39 events.

vii. Lot holders that are unable to complete the volunteerism are able to apply for an exemption through the Ways & Means program.

6. A delinquent lot holder shall be notified before the lot is taken from them. Notification will be by e-mail or regular mail if required, on the 1st of April, to give time to vacate their lot by April 30th.

7. Lot priority will be assigned based on the following:

i. Legion Members: Ordinary (veterans or serving members), Life, Associate, or Affiliate voting.

- ii. Internal moves within the lake development will be acknowledged before the names on a waiting list. Those lot holders wanting to move internally must put their name on the internal move list with the Lot Placement Co-ordinator. Lots available for internal moves will be announced in the January newsletter and on the Lac Bellevue Facebook page.
 - iii. When new lots come available, any internal movements must be completed by May 14 to allow the new lot holders to move in by May long weekend.
 - iv. Applicants on the waiting list will be offered any open lots after internal moves are completed and will be awarded based on their position on the list.
- 8. Yearly lot holders cannot sublet their lots under any circumstances.
 - 9. Yearly lot holders cannot stay on their lots full-time/have permanent occupancy.
 - 10. Yearly lot holders will sign a rental agreement that states they have liability insurance and ATV registration and insurance.
 - 11. Lot holders are required to attend at least one of the two yearly lot holder meetings (the Sunday of May and September long weekends). This is to ensure proper communication and dedication to the campsite from every lot holder. If, due to circumstances, you cannot attend one of the two meetings, an alternate is able to attend on your behalf (requires executive approval). If a lot holder does not attend at least one meeting a year, their lot is subject to forfeiture. Legion Membership cards must be presented at the meetings. (Amended June 2025)
 - 12. A lot is to be used at least three (3) separate overnight usages (amended November 2024) times per calendar year. This campsite is for “active participation and use,” and you are expected to contribute to the improvement and general welfare of it. Failure to do so will result in disciplinary procedures (see Part III A #4).
 - 13. All lots must be kept clean, neat, and tidy. The lot holder will be informed of any unkempt or unsightly conditions and shall immediately remedy the condition. If the situation calls for RCL Branch No. 39 to clean it up, a \$200 charge will be levied against the lot holder.
 - 14. Any lot relinquished will revert back to RCL Branch No. 39, and the Lead Co-ordinator will provide information to the Lot Placement Co-ordinator for reassignment.
 - 15. Under no circumstances is a lot to be reassigned by the existing lot holder.
 - 16. The lot holder may not use any improvement to the lot as “ransom” before relinquishing the lot. The Co-ordinators reserve the right, with the authorization of RCL Branch No. 39, to remove any lot holder that is “holding” a lot under these circumstances. The Co-ordinators will gladly work with the lot holder to find an

agreeable solution, but if all attempts to come to a reasonable agreement are unsuccessful, the lot holder may be asked to remove any improvements not considered suited for the incoming lot holder. After relinquishing your lot, it must be left in a clean and clear state. Otherwise, a fee will be charged to clean it up and it will be the responsibility of the departing lot holder. The fee will be dependant on the extent of cleanup and will be decided upon by the Lead and Co-ordinator group.

17. Yearly lot holders vacating their lots must ensure the lots are left in a clean and clear state. Effective January 1, 2025, new lot holders to the Lac Bellevue Legion Campground must pay a one-time \$500 damage deposit. The lot will be documented before and after occupation. Existing lot holders prior to 2025 will be grandfathered into this new policy but will still be expected to leave their lot clean and clear. (Added September 2024)

B. Daily Rentals

1. Daily rentals may be extended to RCL members or members of the public.
2. There is a limit of 6 people per lot. A rental unit will consist of 2 adults and children under 12 for the nightly rate as listed in the rates chart in Appendix A.
3. Daily rental guests must pay the guest rates and adhere to the rules and regulations. When they are sponsored by a lot holder, they are the responsibility of the sponsoring RCL member. Damages occurring from the deliberate actions of the lot holder's guests become the personal responsibility of the lot holder.
4. A deposit of 50% of the rental will be required at the time of booking. It can be paid by cash, debit, credit card, e-transfer or cheque. If cancelling the booking, we require notification of at least seven days prior to arrival, or renters will forfeit their deposit.
5. Daily rental reservations/bookings are limited to a 2 week period. Renters cannot re-book until the first reservation is completed. (Added June 2025)

C. Seasonal Rentals

1. The Lot Placement Co-ordinator will keep a list of individuals interested in a seasonal lot and will contact these individuals by February 1 of the given year.
2. Consideration will first be given to Legion members on our waiting list for a regular lot and then offered to non-members. The contact of these individuals will be done by email.
3. The cost for the seasonal term is defined in Appendix A and is subject to change.
4. Seasonal lot holders are bound by the same rules and regulations of the entire Lac Bellevue Legion Development, but are not expected to work volunteer hours.

5. Keys will be surrendered to the camp Caretaker at the end of the season. There is a fee for the keys which will be charged at the beginning of the seasonal term and returned to the holder at the end of the term when keys are returned.

PART II - LOT SITE MANAGEMENT

- A. Lot holders are responsible for the cleaning of the bathrooms and showers after each use. Caretakers will stock bathrooms with toilet paper and make sure the showers have cleaning equipment.
- B. One camping unit (this does not include tents) will be allowed on each lot unless the lot holder has a temporary guest with their own camping unit and they pay the overnight guest camping unit fee.
- C. The lot holder may have a guest stay on the lot as long as the guest strictly abides by these Rules and Regulations.
- D. If an extra camping unit is brought onto the lot, the overnight guest camping unit fee is as listed in the rate chart in Appendix A.
- E. There shall be no removal of any live trees or underbrush on the lots or areas in close proximity to the lots unless it has been authorized by the Co-ordinators.
- F. One fridge is allowed per lot.
- G. One shed, no larger than 100 square feet, is allowed per lot for storage purposes only.
- H. Disposal of sewage or grey water is not permitted on your assigned lot but can be neatly disposed of in the septic tanks beside the Rec Hut and the showers in Area F. No dumping in the toilets is allowed.
- I. Power is limited to 15 amps per lot unless otherwise approved by the Co-ordinator Committee. Electrical connections must meet approved electrical codes.
- J. Lots should not exceed 40 feet in frontage but can go back as far as reasonable so as not to encroach on your neighbour. As of the 1999 season, the “Grandfather Clause” will apply, being that your lot will remain the size it is unless one of the following arises:
 1. Branch No. 39 receives complaints regarding the size of the lot;
 2. When a lot is relinquished, the Lot Placement Committee (consisting of Lead Co-ordinator and Lot Placement Co-ordinator, and potentially others) will review the lot size, taking into consideration all factors regarding the lot and make a decision on how it remains; and
 3. If a requirement for more space comes to light.

- K. Camping units may be skirted, but only in such a way that it can be quickly dismantled.
- L. No permanent or anchored structures are permitted, as per the Public Lands ruling. A deck can be built on your lot, but again in a fashion that your camping unit or deck can be removed quickly. The intended building of a structure on your lot must be drawn out and approved by the Co-ordinator Committee in advance.
- M. With the application of underground wiring, there shall be a 10-foot easement allowed for placement in some areas, being 5 feet on either side of the underground wiring.
- N. Try to maintain a 3-foot buffer zone of shrubs between each lot where possible. This should not infringe on either lot holder but should be shared equally.
- O. Current parking spaces adjacent to lots can be used, but no additional clear-cutting can be done. No parking of boats or trailers in these areas; only automobiles.

PART III - LOT HOLDER RULES

A. GENERAL

- 1. All Royal Canadian Legion rules and Code of Ethics shall apply.
- 2. All Government (Federal, Provincial and Municipal) Acts and Regulations shall apply.
- 3. All rules must be adhered to. Violations of rules should be reported at the earliest possible opportunity to the Lead Co-ordinator, Assistant Co-ordinators, and/or Caretaker. Nothing prevents a yearly lot holder from politely reminding another person of a minor violation of a specific rule or regulation, before reporting the matter to the Co-ordinator Committee.
- 4. Disciplinary Procedure:
 - i. Any lot holder found to have violated a rule as stated in this document will first be given a verbal warning and this incident will be documented and retained by the Co-ordinator Committee and forwarded to RCL Branch No. 39.
 - ii. A second offense will produce a written warning, which will be presented to the offending party and will be retained by the Co-ordinator Committee and forwarded to RCL Branch No. 39.
 - iii. A third offence will result in written notification for the offending party to remove themselves and their belongings from the premises upon receipt of the notification.
 - iv. Documented incidents will remain on file for a period of 2 or 3 years.

5. Any guest who violates any rule or regulation of the Lac Bellevue Development may be deemed to be a trespasser and directed to leave the area immediately by the Lead Co-ordinator, Assistant Co-ordinators or Caretaker, in accordance with the provisions laid out in the Province of Alberta Petty Trespass Act. Failure to leave after being directed may result in arrest and subsequent prosecution.
6. All RCL members and guests must sign in at the gate and record the number of nights they plan to stay and the total amount of people on their lot during that stay. This sign-in sheet is required to prove adequate usage of the Lac Bellevue Development, as required in the original lease agreement. It also ensures that you can be accounted for or contacted in the event of an emergency.
7. Suggestions or complaints must be in writing, signed by the lot holder or complainant and directed to the Lead Co-ordinator, with a copy sent to the President of RCL Branch No. 39. The writing of the letter may follow after the complaint has been verbally directed to the Lead Co-ordinator, Assistant Co-ordinators, or Caretaker in order to have the matter effectively dealt with in a timely fashion.

B. CAMPSITE

1. Pedestrian access by the general public must not be impeded, but access is restricted to existing roads and pathways. Due to security concerns, a man-gate has been installed and is only accessible from 09:00 to 21:00 hours daily. September 2025)
2. Firearms are prohibited.
3. The maximum speed limit for vehicles is 15 km/h and all pedestrians have the right of way.
4. Pets must always be kept on a leash. When taking your pet for a walk, pet owners shall take a bag with them so droppings can be immediately picked up.
5. Dogs that continuously bark or display viciousness are prohibited.
6. Brush and refuse from lot clearing must not be deposited on any other lot, roadway, or any camp area.
7. Campfires must be under control and containment at all times. Fires must be completely extinguished if the lot is to be left unattended.
8. Non-decomposing smelly materials such as diapers, sanitary pads or other debris, shall not be deposited in the outdoor toilets or garbage cans located around the campsite.

9. Household garbage must be kept in a fly-free, odour-free container or plastic bag. Disposal of this garbage is the responsibility of each lot holder and must be disposed of in an approved and appropriate manner. This includes fish filleting waste.
10. No open liquor or consumption of cannabis is permitted outside of your lot. The Lac Bellevue Development is family oriented, and we hope to promote positive role modelling for our youth. If you wish to take an alcoholic beverage with you to your neighbours, please be very discreet about it.
11. Excessive or offensive noise is prohibited at any time, unless the noise is attributed to the operation of maintenance equipment such as a chain saw. Between the night time hours of 11:00 p.m. and 8:00 a.m., loud music, loud parties, and/or the operation of noisy machinery of equipment is prohibited.

C. BEACH

1. No motor vehicles or ATV's are allowed on the beach, unless it is being operated for a bona fide maintenance purpose, or to aid a person with a physical disability.
2. Pollution of the lake water is prohibited.
3. No littering on the beach. Take all garbage and recyclables with you when you leave.
4. Pets are not permitted on the beach except in the designated area. You may take your dog for a walk along the shoreline, provided the dog is on a leash and you clean up after your pet.
5. No bonfires are permitted on the beach or peninsula.
6. No open liquor or consumption of cannabis is permitted on a public beach.
7. Do not swim outside of the designated swimming area as you could be severely injured or killed by a watercraft or vehicle.
8. No overnight camping is allowed on the beach. (Added September 2025)

D. WATERCRAFT

In accordance with Federal Government Regulations governing the safe operation of crafts on waterways in Canada, the following rules are in effect at the Lac Bellevue Development:

1. Persons under the age of 16 years cannot operate personal watercraft (jet-ski, etc.) unless accompanied and directly supervised by a person of 16 years of age or older, who is legally licensed to operate such watercraft.

2. All watercraft or vessel operators shall be licensed. The speed limit for watercraft is 10 km/h within 30 metres of shore as well as 30 metres from the designated swimming area.
3. Do not operate a watercraft or vessel within 30 metres of the designated swimming area. Persons swimming in the water are extremely difficult to see.
4. Responsible watercraft owners and operators always have the required safety equipment and operate the vessel in the safest manner possible.
5. To ensure personal watercraft are always welcome, be a good boating partner with other who share in the fun of water sports.
6. Respect others on or near the water and show courtesy when on a watercraft.

RCL Branch No. 39 or the Lakefront Committee has no authority to enforce watercraft/vessel violations as the aforementioned regulations are under Federal Government jurisdiction. Nothing in this document prevents any person from reminding watercraft/vessel operators of the aforementioned rules, if or when required.

E. DOCKS AND BOAT LIFTS

1. Lot holders that wish to place a dock or boat lift in the lake must do so following all the rules set forth by the Alberta Government which can be found at the following website: <https://open.alberta.ca/publications/user-guide-for-dock-authorizations>.
2. All docks and boat lifts shall be to the right (north) of the swimming area. A 50-foot buffer area will be maintained between the swim area and the boat lifts/docks.
3. Docks and lifts must clearly display the lot number of the owner.
4. All docks and boat lifts must be removed from the beach when taken out of the water and stored in the Quad Compound.

F. OFF-ROAD VEHICLE COMPOUND AND SAFE USAGE

1. Lot holders are allowed to operate their quad/side-by-side on all campground roads for leisure or work. Lot holders are allowed to store their quad/side-by-side on their lots; this does not include the parking spots adjacent to their lot. (Amended June 2025)
2. Hours of usage are 9:00 a.m. until 10:00 p.m. (Amended June 2025)
3. Speed not to exceed 15 km per hour. (Added June 2025)

4. The compound is for storage of functioning vehicles only.
5. Lot holders' storage areas within the compound have been mapped and identified by the Compound Co-ordinator. New users of the compound must identify their area of use and inform the Compound Co-ordinator so it can be recorded. Gates must be kept locked except on weekends when it shall be unlocked by the first user and locked by the last user at the end of the weekend. (Added September 2025)
6. Legion Campground handicap stickers are available from the Caretaker for those needing to use their off-road vehicle or golf cart outside of the hours of 9:00 a.m. to 10:00 p.m. (Added June 2025)
7. If walking dogs in the compound, lot holders and guests must clean up after them.
8. No dumping garbage in burn pile or within the compound.

PART IV - CONCLUSION

These Rules and Regulations of the Lac Bellevue Development are effective:

Date

Royal Canadian Legion Branch No. 39
President

Lac Bellevue Lead Co-ordinator

APPENDIX A

LAKE FRONT RENTAL RATES

Yearly Lot Rental Fee (includes 1 electric fridge)	\$1,100.00
One-time Damage Deposit (new lot holders) Effective January 1, 2025 (Added September 2024)	\$500.00
Daily Rental Lot Fee (per night) Per camping unit as either a temporary daily rental lot or as a guest in a yearly lot holders lot in a camping unit.	\$35.00 - Legion Members* \$50.00 - Non-legion Members
Weekly Rental Lot Rate	\$200.00 - Legion Members* \$300.00 - Non-legion Members
Bunkie Daily Rental Fee	\$50.00 - Legion Members* \$75.00 - Non-legion Members
Seasonal Lot Rental Fee May 1 to October 1	\$2,000.00
Seasonal Lot Storage Fee October 1 to April 30	\$500.00
Rec Hut and Round House Damage Deposit	A minimum of \$200 or the amount of rental fee, whichever is higher.
Gate Key Deposit Rec Hut Key Deposit Round House Key Deposit Bunkie Key Deposit	\$100.00
Bunkie Cleaning Deposit	\$100.00

* Legion members include those from any Legion, including active military and veterans.

Updated: September 2025

APPENDIX B

REC HUT AND ROUND HOUSE RENTAL RATES

RECREATIONAL HUT				
	Great Room	Great Room w/Kitchen	Add Room #1 or Room #2	
Non-Profits	\$50/day or \$20/hour	\$100/day	\$35/day	
Personal Use	\$100/day or \$25/hour	\$150/day	\$100/day	Lot Holders: Summer, free if open to everyone
				Winter (with electricity and water usage) Lot holders: \$50 minimum, or \$5 per person per day, whichever is higher

ROUND HOUSE		
Non-Profits	\$50/day or \$20/hour	
Personal Use	\$100/day or \$25/hour	Lot holders: Summer, free if open to everyone Winter (with electricity usage): \$30 minimum, or \$5 per person per day, whichever is higher

Definitions:

- Day = a 24 hour or less period of time
- Summer = May 1 through September 30
- Winter = October 1 through April 30
- Damage Deposit = Minimum \$200 or amount of the rental fee, whichever is higher
- Lot Holders to be charged the Non-Profit rates

NOTE: Firewood is NOT included in any of the rental pricing, but is available to purchase.

Updated: June 2025

APPENDIX C

Caretaker's Job Description

1. Under the general supervision and/or guidance of the Lakefront Lead Co-ordinator or in their absence, the Assistant Co-ordinators. The basic duty of the Caretaker is to provide security to the Lakefront Development.
2. Provide access to authorized visitors and collect fees from lot holders or visitors when applicable and issue receipts covering each transaction. All monies received must be recorded in the spreadsheets provided and deposited to the Lac Bellevue account at the ATB in St. Paul, AB. At the conclusion of each month, a report shall be sent to the RCL Branch No. 39 bookkeeper.
3. The Caretaker is the keeper of the key to the Rec-Hut and the Round House. Before allowing access to these facilities, in the presence of the responsible person from the user party, carry out a visual inspection and record any deficiencies. If a key is provided, a \$100 deposit is taken, to be returned after final inspection. Carry out periodic checks to ensure that activities by the user group are being conducted in a satisfactory manner. At the conclusion of the activities, the Caretaker will again, in the presence of the responsible person, carry out a final inspection. In the event of any new deficiencies, deal with them promptly and report to a Co-ordinator.
4. Lot holders are responsible for the cleaning of the bathrooms and the showers after each use. The Caretaker will stock bathrooms with toilet paper and make sure the showers have cleaning equipment.
5. Check and report camp deficiencies to the Lead Co-ordinator or Assistant Co-ordinators.
6. Controlling the heat in the Rec-Hut. No one else is allowed to adjust the heating system.
7. Must be available during the summer months unless a suitable replacement has been prearranged. The Lead Co-ordinator must be aware of any such arrangement.
8. The Caretaker is not responsible for gate access after 11pm, unless posted otherwise.
9. The Caretaker is responsible to unlock the man-gate at 09:00 and lock it at 21:00 hours each day.
10. The upkeep of the Caretaker's living quarters and yard area.
11. Responsible for the safekeeping of all lakefront equipment and supplies. Tractor, sprayer and lawn mower to be operated by the Caretaker or operators that have been trained and designated as operators of the equipment. Maintain records and do regular maintenance of equipment as required.
12. Report to the Lead Co-ordinator or assistant Co-ordinators any injuries sustained by him/her or any person(s) employed under his/her supervision.
13. The Caretaker has the authority to enforce all the Rules and Regulations of the Lac Bellevue Development.
14. Check septic tanks and cistern weekly and do maintenance as required.
15. Keep records of and report to Co-ordinator Committee and RCL Branch No. 39 any Rules or Regulations violations.
16. Maintain a daily inspection schedule of camp.
17. Prepare a yearly budget for camp supplies to be included in the yearly overall budget.
18. Provide and upkeep water supply to lot holders in conjunction with the Water System Co-ordinator.