

RURAL MUNICIPALITY OF ALEXANDER
TRAVEL TRAILER BY-LAW NO. 05/11

Being a By-law to License and Regulate Trailer Parks and Tourist Camps within the RM of Alexander.

Whereas Section 232 (2)(a) and (e)(i)(iii)(iv)(v) of the Manitoba Municipal Act ^{S.M. 1996, c. 58 – Chap. M225} provides as follows:

A Council may in a by-law passed under this division:

- (a) Regulate or prohibit;
- (e) Subject to the regulations, provide for a system of licenses, permits or approvals, including any or all of the following:
 - The safety, health, protection and well being of people, and the safety and protection of property;
 - i. Establishing fees and terms for payment of fees, for inspections, licenses, permits and approvals, including fees related to recovering the costs of regulation,
 - iii Prohibiting a development, activity, industry, business or thing until a license, permit or approval is granted;
 - iv Providing that terms and conditions may be imposed on any license, permit or approval, and providing for the nature of the terms and conditions and who may impose them,
 - v Providing for the duration of licenses, permits and approvals and their suspension or cancellation or any other remedy, including undertaking remedial action, and charging and collecting the costs of such action, for failure to pay a fee or to comply with a term, or conditions or with the by-law or for any other reason specified in the by-law.

And whereas the Council of the Rural Municipality of Alexander deems it desirable to license and regulate Trailer Parks and Tourist Camps within the RM of Alexander;

Now therefore, the Council of the Rural Municipality of Alexander, in open meeting duly assembled, enacts as follows:

SECTION 1 – TITLE

- 1.0 This by-law may be referred to as “The Rural Municipality of Alexander Trailer Fee By-Law”.

SECTION 2 - DEFINITIONS

Council - shall mean the Council of the RM of Alexander

Municipality - shall mean the Rural Municipality of Alexander

Travel Trailer (including motor homes, tent trailers and similar recreational vehicle(s))

- shall mean a self-propelled vehicle or vehicles without a motive power designed to be drawn by a motor vehicle to be used as a transient living accommodation facility for travel, recreation, business, trade, vacation and construction work which is designed for frequent moves but not for long term residential occupation. Travel trailers are capable of being licensed under The Highway Traffic Act.

Trailer Park - shall mean an area that is intended to be used as a site for placing or parking of travel trailers and includes any buildings or other structures or facilities on the area intended for, or to be used for, cooking, personal cleanliness, washing, health, or sanitation, or any one or more or all of these purposes including any structures or facilities as required by any provincial or federal legislation or regulations.

- Tourist Camp** - shall mean an area, whether or not a rental or other charge is made for the use thereof, that is maintained and used primarily for:
- i. The accommodation of tourists or persons other than at their own residence and;
 - ii. Camping purposes, during the whole part of the months of May to October by such persons, and includes any buildings or other structures or facilities intended for cooking, personal cleanliness, washing, health, or sanitation, or any one or more or all of these purposes, but does not include a Trailer Park including structures or facilities required by any provincial or federal legislation or regulations.
- Site** - shall mean a space in a Trailer Park or Tourist Camp for the placement of a travel trailer or camping unit respectively.
- License Inspector** -shall mean the Chief Administrative Officer of the Rural Municipality of Alexander or any other designate to administer and to enforce this By-law.
- Cabin** - shall mean a dwelling not less than 400 square feet and not exceeding 600 square feet in size, for use by one or more individuals living as a single housekeeping unit and having cooking, eating, living, sleeping and sanitary facilities and other utilities as provided for in the Tourist Camp, and used only for camping purposes by an on-site manager during the whole or part of the months of May to October.

SECTION 3 – LIST OF SCHEDULES

- 3.0 Attached to and forming part of the by-law are the following schedules:
- Schedule “A” – Application for approval of a Trailer Park or Tourist Camp
 - Schedule “B” – Trailer Fee Schedule

SECTION 4 – AMENDMENTS TO SCHEDULES

- 4.0 Council may from time to time, by resolution, amend each and every schedule attached to this by-law.

SECTION 5 - APPLICATION

- 5.0 This By-Law shall apply to all of the RM of Alexander.
- 5.1 This By-Law is subject to the Public Health Act and The Highway Traffic Act and regulations adopted pursuant to those Acts.
- 5.2 No persons shall operate a Trailer Park or Tourist Camp without a development permit from the RM of Alexander.
- 5.3 Where there is a conflict between regulations stated herein and provincial statute and regulations adopted pursuant to those acts the greater or more restrictive regulation shall apply.

SECTION 6 – APPLICATION FOR LICENSE – TRAILER PARKS AND TOURIST CAMPS

- 6.0 All Trailer Parks and Tourist Camps shall conform to the requirements established by the RM of Alexander Zoning By-Law 08/98, as amended or any subsequent zoning by-law.
- 6.1 Applications for approval of a Trailer Park or Tourist Camp shall be filed with the License Inspector on the form, Appendix "A" attached hereto, and shall include a plan showing the geographical layout at a suitable reproduction scale including the following information:
- a. The name(s) and address (es) of the applicant (s) and/or owner (s);
 - b. The location of the proposed Trailer Park or Tourist Camp;
 - c. The size and shape of the Trailer Park or Tourist Camp sites;
 - d. The size and shape those open areas intended for playgrounds, sport fields, pedestrian walkways, parking of vehicles (other than travel trailers), or other uses;
 - e. The layout of the internal roadway system showing widths of proposed road allowances including access to municipal road network;
 - f. The location of existing and/or proposed lighting units along the roadways where applicable;

- g. The location of existing and proposed buildings in relation to the proposed Trailer Park or Tourist Camp sites;
- h. The facilities in the area for the site elevations of the proposed Trailer Park or Tourist Camp including proposed plan for surface water drainage on the proposed site and in conjunction with existing or proposed municipal water drainage works;
- i. The location of garbage storage;
- j. The limits of the property and limits within the property of the Trailer Park or Tourist Camp itself;
- k. The proposed design and placement of the facilities for onsite water distribution and sewer collection;
- l. The fire protection plan for the area;
- m. Access road;
- n. That the proposed site of the Trailer Park or Tourist Camp does not contain hazardous or toxic wastes and is not the site of a former landfill or similar use property;
- o. The approval from any provincial or federal authority if the proposed site of the Trailer Park or Tourist Camp is located along a waterway or has right of access to a waterway.
- p. Any other information that may be required by the License Inspector or Council;

SECTION 7- INSPECTION

- 7.0 The License Inspector may inspect at any reasonable time, the premises licensed under this By-Law.

SECTION 8 - DUTIES OF THE LICENSE INSPECTOR

- 8.0 The License Inspector shall perform the following duties:
 - a. Maintain a supply of suitable application forms;
 - b. Receive and record all applications;
 - c. Record all approved licenses;
 - d. Refuse any license application that does not meet all of the requirements of the By-law;
 - e. Refer all applications to Council of the RM of Alexander for approval;
 - f. Report any violations of this By-law to the Council.

SECTION 9 - LICENSE FEES (See also Appendix "B" attached hereto)

- 9.0 A license issued under this By-Law:
 - Is not transferable to other Trailer Parks or Tourist Camps operated by the Licensee; or if the Trailer Park or Tourist Camp is sold or franchised to a new operator, or if the majority of control of the shares of the corporate licensees are sold or franchised to new operator, only upon application to and approval by Council.
 - Is valid until the 31st day of December of the year of issuance, and may be renewed/extended each subsequent year by payment of the license fees described under Appendix “B”.
 - May be revoked by resolution of Council at any time for failure on the part of the licensee to abide by this By-Law.
- 9.1 If the license fees are not paid within 30 days of the date of the invoice, they may be collected in any manner in which a tax may be collected or enforced under the Act.

SECTION 10 - REQUIREMENTS OF TRAILER PARKS AND TOURIST CAMPS

10.0	Minimum area for Trailer Park or Tourist Camp	½ acre
	Minimum area for sites	1,000 sq.ft. /tent 2,000 sq. ft./trailer or cabin
	Minimum width for sites	20 ft/tent 40 ft/trailer
	Minimum side-to-side and end-to-end clearance between camping units, travel trailers, including projections	15 feet
	Minimum width of roadway surface	-2-way 24 feet -1-way 12 feet

Minimum width of roadway right-of-way	-2-way	40 feet
	-1-way	20 feet

Minimum distance from all travel trailer and service buildings to public road or Trailer Park boundary 30 feet

- 10.1 In the case of a Provincial Trunk and Provincial Road greater setbacks may be required by Provincial Regulations.
- 10.2 A Trailer Park or Tourist Camp shall not be used or occupied for any use other than permitted by the license issued under this By-Law.
- 10.3 There shall not be more than one (1) camping unit per Tourist Camp site or more than one (1) Travel Trailer per Trailer site.
- 10.4 Each Trailer Park or Tourist Camp site shall be clearly marked by corner posts or other satisfactory means and identified by a numbered sign approved by Council.
- 10.5 Every Trailer Park or Tourist Camp shall have a provision for the storage of refuse, garbage and debris in a sanitary manner in a location readily accessible to all travel trailers or campers, and not more than two-hundred (200) feet from any travel or camp site, or for the handling of refuse, garbage and debris by other means acceptable to Council.
- 10.6 All service buildings within the Trailer Park or Tourist Camp shall be illuminated. Council may require that the roadways be properly illuminated by lighting units where desirable.
- 10.7 At least one (1) on-site parking space for a vehicle shall be provided for each Travel Trailer or Tourist Camp site.
- 10.8 A separate open space for such purposes as a children's playground or sports field shall be provided on the of two-hundred (200) square feet per Travel Trailer site or Tourist Camp site or a minimum area of five-thousand (5000) square feet, whichever is greater.
- 10.9 The construction of a 3-season structure addition to a trailer may be permitted under the following conditions:
 1. The structure must be self-supporting, cannot be structurally attached to the trailer, and three of the sides surrounding the trailer must be open.
 2. The trailer must be able to be removed from the 3-season structure and its extension without damaging the trailer or having to dismantle any part of the 3-season structure and its extension over the trailer.
 3. The structure can only have 50% of any wall sheeted and the remainder of the structure must be screened.
 4. The structure cannot have glass or glazing.
 5. The structure cannot have any interior walls.
 6. The structure cannot be insulated, and cannot be heated in any manner.
 7. The structure cannot exceed 12 feet in width and cannot exceed the length of the trailer, excluding the hitch assembly.
 8. The roof of the 3-season structure will be permitted to extend over the trailer to a maximum width of 24 feet, a maximum height of 15 feet and a maximum roof pitch of 4/12.
 9. A site plan, drawings of the proposed structure (engineered drawings of the proposed structure where determined necessary by the building inspector of the Winnipeg River Planning District) and written approval from the Management/Manager of the trailer park of the proposed structure be supplied to the Winnipeg River Planning District.
- 10.10 Service buildings or structures intended for the common use of Tourist Camp or Trailer Park tenants, or for the administration of these facilities such as washrooms, laundry buildings, office or store, shall be permitted. A dwelling unit for occupancy during the months of May to October inclusive, shall be permitted when contained within the same building as the Administration Office or Store. Such building or structure including projections shall not be located nearer than ten (10) feet from the limits of any Travel Trailer or Tourist Camp site.

- 10.11 An identification shall be given to each Trailer Park or Tourist Camp and shall be posted in a suitable location on the site subject to the approval of Council.
- 10.12 Every Trailer Park shall have provisions for on-site liquid waste storage facilities in the form of a holding tank for the use of the trailer park tenants.
- 10.13 Each Trailer Park or Tourist Camp shall provide for the installation of water and sewage systems within the park/camp. Each Trailer Park or Tourist Camp shall ensure that any wells or sewage disposal system meet the requirements of the appropriate provincial legislation and any proposed sewage treatment system shall be registered if lawfully required. In addition any sewage system must comply with the Clean Environment Act of the Province of Manitoba. Any proposed disposal shall be registered with the local Public Health Inspector assigned to the District.
- 10.14 Land Draining -Ditches
- Each Trailer Park or Tourist Camp shall have an engineered Drainage Plan that shows all draining pitches that would be required to adequately drain the park/camp and adjacent areas, including surface drainage. All culverts required by the Drainage Plan would be installed and maintained at no expense to the District.
- 10.15 Streets
- Each Trailer Park or Tourist Camp shall construct and provide at no expense to the District gravel road-ways on all streets within the park/camp having a right-of-way road surface width, base course and a sub-base course as the District may require.
- 10.16 Signs
- Each Trailer Park or Tourist Camp, at no expense to the District may cause to be erected a permanent street name sign at each intersection leading to the Park or Camp bearing names approved by the District, and shall cause to be erected at no expense to the District any stop sign required by the District or the Province of Manitoba.
- 10.17 Street Lights, Hydro and Telephone
- Each Trailer Park or Tourist Camp shall at their own expense cause to be installed streetlights as may be required. Hydro and telephone shall be arranged as required at no expense to the District.
- 10.18 Access Road to Municipal Road Network
- Determination of location shall be a Council decision. Level of service to such location shall be determined by Council.
- 10.19 Waterlines to each Trailer Park or Tourist Camp shall construct and provide at no expense to the District, such waterlines as Council may require.
- 10.20 Docks and Loading
- Every Trailer Park or Tourist Camp, if located along a waterway or having access to a waterway, shall construct at no expense to the District and such dock or docks and such boat parking and handling facilities as Council may require.

SECTION 11 - APPEALS

- 11.0 Appeals against any decision of the License Inspector must be in writing within 14 days of the issuance of the decision stating the grounds for complaint and addressed to the Council who shall determine the issue.

SECTION 12 - PENALTIES

- 12.0 Any person who contravenes or refuses, neglects, omits or fails to obey, or observe any provision within this By-Law shall be subject to a penalty on summary conviction of a fine not exceeding (\$1,000.00) One Thousand Dollars, which fine shall be payable to the District, and may be collected by the Municipality in the same manner as a tax may be collected or enforced under the Municipal Act.

SECTION 13 – REPEAL

- 13.0 By-law 10/10 and all amendments thereto are hereby repealed

DONE AND PASSED as a by-law of the Rural Municipality of Alexander in Council duly assembled at St. Georges, Manitoba this 22nd day of March A.D. 2011.

Original Signed by Ed Arnold
Reeve

Original Signed by James Fenske
Chief Administrative Officer

READ A FIRST TIME THIS 8th day of March A.D. 2011

Resolution No. 175/11

READ A SECOND TIME THIS 22nd day of March A.D. 2011

Resolution No. 214/11

READ A THIRD TIME THIS 22nd day of March A.D. 2011

Resolution No. 215/11

APPENDIX "A"
TO MUNICIPAL BY-LAW 05/11
RM OF ALEXANDER
APPLICATION FOR APPROVAL OF A TRAILER PARK OR TOURIST CAMP

1) APPLICANT (S) AND/OR OWNER (S)

NAME _____

ADDRESS _____

PHONE NO _____

2) LOCATION OF PARK/CAMP _____

3) NAME OF PARK/CAMP _____

4) PRESENT USE OF LOCATION _____

5) EXISTING BUILDINGS _____

6) SERVICES

a) Sewage Disposal

Present: Sewer _____ Septic Field _____

Other (Specify) _____

Proposed: Sewer _____ Septic Field _____

Other (Specify) _____

b. Water Supply

Present: Individual Wells _____ Piped Water _____

Proposed: Individual Wells _____ Piped Water _____

c. Garbage Collection/Storage Plans _____

d. Drainage – Surface Water Drainage Plans

Ditches _____ Storm Sewer _____

e. Fire Protection Plans _____

7) RECREATION AND OTHER FACILITIES (where applicable)

Common Boat Launch _____

Common Boat Dock _____

Private Boat Dock _____

Common Beach Area _____

Tot Lot Playground _____

Open Area/Sports Field _____

Sports Facilities _____

Vehicle Parking Area _____

8) ADDITIONAL INFORMATION

At the discretion of the District you may be required to provide additional information such as topography, surface and sub-surface drainage, surveyor sketch, etc.

9) ADDITIONAL COMMENTS

If you wish to add any additional or support documentation to the above, please attach a separate sheet and submit with this application.

This application shall be accompanied by a Plan in a reproducible form at a suitable scale showing the overall layout of the Trailer Park or Tourist Camp, including the following:

- a. The size and shape of individual sites to be occupied.
- b. The size and shape of open spaces, playgrounds, tot lots, pedestrian walkways, vehicle parking areas, and other such uses where applicable.
- c. The layout of the internal roadway system showing widths of proposed road allowances and link-ups with municipal/provincial roadways, including names of the roads.
- d. The location of existing or proposed lighting units along internal roadways where applicable.

APPENDIX "B"
TO MUNICIPAL BY-LAW 05/11
RM OF ALEXANDER
FEE SCHEDULE

1. \$200.00 per year for Travel Trailer intended for:
 - ◆ Recreational residential purposes (not to exceed six months), and MUST be removed from site.
 - ◆ Temporary industrial, commercial and similar use (not to exceed six months), and MUST be removed from site;