



## **REPORT**

**REPORT TO:** Mayor Bonnette and Members of Council

**REPORT FROM:** Valerie Petryniak, Deputy Clerk – Administration & Special Projects

**DATE:** October 21, 2020

**REPORT NO.:** ADMIN-2020-0042

**RE:** Request to allow Recreational Trailer Camps to operate beyond the dates specified in By-law 2005-0067, Schedule H

### **RECOMMENDATION:**

THAT Report No. ADMIN-2020-0042 dated October 21, 2020 regarding a Request to allow Recreational Trailer Camps to operate beyond the dates specified in By-law 2005-0067 (as amended), Schedule H, be received;

AND FURTHER THAT Council allow licensed Recreational Trailer Camps in Halton Hills to remain open between November 30, 2020 and March 1, 2021, provided they make this request in writing to the Town;

AND FURTHER THAT all licenses Recreational Trailer Camps wishing to remain open enter into an Indemnity Agreement with the Town of Halton Hills;

AND FURTHER THAT in order to remain open, all licensed Recreational Trailer Camps must comply with all conditions as outlined in Report ADMIN-2020-0042.

### **BACKGROUND:**

On October 13, 2020, Council heard Report No. ADMIN-2020-0029 regarding a request from Nor-Halton Park to remain open during the winter months in order to provide living accommodations for park residents who normally fly south for the winter. The Canada/U.S. border remains closed at this time until at least November 21, 2020 for all non-essential travel, leaving “snowbirds” with no choice but to remain in Canada this year. For many, the only place of residence they have while in Canada is at their seasonal trailer park.

After hearing this report, Council made the recommendation for staff to “continue discussions with the Town Solicitor to ensure that any required indemnity agreements

and amendments to the business licensing by-law” be drafted for Council’s final consideration at the October 26, 2020 meeting.

**COMMENTS:**

Staff have reached out to the Town Solicitor who has provided a written opinion on this matter. (Confidential Appendix A) He addresses the safety risks and liability related issues that the Town could possibly face, and how the risk of liability can be further reduced. Based on the written opinion, any Recreational Trailer Park that requests in writing to remain open during the winter months would be required to provide the following:

1. The Town of Halton Hills must be added as “additional insured” on the certificate of insurance.
2. Enter into an Indemnity Agreement with the Town indemnifying it from all liability related to the Recreational Trailer Park for the period of extension. This agreement will be drafted by the Town Solicitor.
3. Detail in writing the stringent conditions the Recreational Trailer Park will have in place for winter maintenance, waste management, potable water supply, sanitary servicing and laundry facilities.
4. Submit to the Town a list of all current park residents (with site numbers) who wish to reside at the park over the period of extension. A member from each site must sign a Statutory Declaration ensuring they understand they are doing so at their own risk. The Statutory Declaration will also ensure there are no school age children residing in the park. This will be drafted by Town staff.
5. Each Recreational Trailer Camp must provide a plan for ensuring residents can safely quarantine in their mobile homes if a resident becomes exposed to COVID-19, displays COVID-19 symptoms or receives a positive test; and ensuring that the manner in which the Recreational Trailer Camp is operated does not pose an undue risk of the spread of COVID-19. This will be subject to approval by the Town in consultation with Halton Public Health.
6. Any other documents as may be required to substantiate compliance with any other legislation to the satisfaction of the Town.

**RELATIONSHIP TO STRATEGIC PLAN:**

This matter relates to the Strategic plan to Provide Responsive, Effective Municipal Government – to provide strong leadership in the effective and efficient delivery of municipal services.

**FINANCIAL IMPACT:**

The Town will incur the cost of the Indemnity Agreement drafted by the Town Solicitor.

**INTERNAL CONSULTATION:**

Staff to date have consulted with the Town Clerk and the Town’s Solicitor.

**PUBLIC ENGAGEMENT:**

As this resulted from a request for relief from the Business Licensing By-law there was no public consultation, however staff have notified the requester that this report is being forwarded to Council and the requester has been asked to be available at the meeting should Council have any questions.

**SUSTAINABILITY IMPLICATIONS:**

The Town is committed to implementing our Community Sustainability Strategy, Imagine Halton Hills. Doing so will lead to a higher quality of life.

The report's recommendation is not applicable to the Strategy's implementation.

**COMMUNICATIONS:**

The owner of Nor-Halton Park will be advised of Council's decision and the rest of the requirements they must fulfill. Staff will also notify the remaining two Recreational Trailer Camps in Halton Hills of this decision and the process they must follow in order to be granted the same privilege of remaining open during the winter months.

**CONCLUSION:**

Based on the written opinion of the Town Solicitor, the Recreational Trailer Camps will be required to fulfill the provisions as outlined in this report, should they wish to remain open from November 30, 2020 to March 1, 2021 in order to provide the "snowbirds" who are unable to travel to the U.S. this winter, a place to reside.

**Reviewed and Approved by,**



Suzanne Jones, Clerk & Director of Legislative Services



Chris Mills, Acting Chief Administrative Officer