

# Camp Facility Standards

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## PREAMBLE

The Camp Facility Standards should be read in conjunction with *The Public Accommodation Regulations* and are intended to assist operators of campgrounds and recreational camps in complying with the regulations.

Facility operators should note that while the standards in themselves are not considered law, provisions of the standards become legally binding when they are attached as a condition of a licence to operate. It is expected that all campgrounds and recreational camps are constructed and operated in accordance with these standards. There may be, however, situations to which the standard may not be reasonably applied or there may be cases where the operator demonstrates an alternative method of meeting the regulatory requirements. Where supported by sufficient evidence submitted by the operator, a public health officer may deem a proposed alternative as equivalent to the prescriptive requirements provided that:

- (a) the alternative is capable of performing at least as well as the prescribed standard; and,
- (b) the operator clearly demonstrates and supports how their proposed alternative will achieve the same outcome(s) as the prescribed standard. An appropriate level of evidence, which may include verification of performance by a qualified professional, is required.

The format of the standards is such that all campgrounds and recreational camps covered by the regulations are expected to comply with these standards. Existing campgrounds and recreational camps which do not meet the standards may continue to operate provided that the facility is operated in compliance with *The Public Accommodation Regulations* and that a health hazard does not exist. Alterations to existing campgrounds and recreational camps are to be carried out in accordance with the standards.

Anyone requiring clarification on any aspect of *The Public Accommodation Regulations* or the Camp Facility Standards is advised to contact their local public health officer. Contact information for health region public health inspection offices is available at:

<http://www.saskatchewan.ca/residents/health/understanding-the-health-care-system/saskatchewan-health-regions/regional-public-health-inspectors>

The most current versions of *The Public Accommodation Regulations* and the Camp Facility Standards are available at:

<http://www.saskatchewan.ca/residents/environment-public-health-and-safety/environmental-health/environmental-health-legislation>

**Note:** Where there is conflict in wording between the standards and regulations, the regulations will prevail.

## DEFINITIONS

**Approved** means approved by a public health officer pursuant to *The Public Health Act, 1994*.

**Client** means a member of the public who is allowed through agreement with or by permission of the operator or the owner to use the campground or recreational camp, whether or not a charge is made or paid for the use of the camp.

**Local authority** means a regional health authority appointed under *The Public Health Act, 1994*.

**Operator** means a person who is temporarily or permanently managing, supervising or in control of the operation of a campground or a recreational camp and includes the owner.

**Privy type toilets** include pit privies and privy vaults.

**Potable water** means water that is suitable and safe for human consumption.

**Public health officer** means a person, employed by or on contract with a local authority and who has been delegated board powers to administer *The Public Health Act, 1994* and related regulations. Public health officers may also be referred to as public health inspectors or environmental health officers.

**Recreational vehicle space** means a plot of ground within a campground designated for the placement of a recreational vehicle.

**Tent space** means a plot of ground within a campground or recreational camp designed for the placement of a tent.

**Unit of accommodation** means a building or room within a recreational camp used by clients for sleeping.

**Washroom facility** means a room that contains one or more water closets, basins and possibly urinal and shower facilities for client use.

**Water closet** means a water flushed plumbing fixture that includes, but is not limited to, syphon jet water closets, reverse trap water closets, wash down water closets, blow out water closets, quart flush toilets, and low flush toilets.

## SECTION 1 – CONSTRUCTION AND FACILITY REQUIREMENTS

### 1.1 Plan Approval

1. Anyone considering constructing, extending, renovating, altering or establishing a campground or recreational camp shall submit detailed plans and receive approval from the public health officer prior to construction.
2. The plans should include, depending on the facility type:
  - (a) site plan showing the location of:
    - (i) buildings
    - (ii) camp sites
    - (iii) location of sewer and water lines and services
    - (iv) access roads and on-site roads
    - (v) location of sewage disposal systems
    - (vi) water supplies
  - (b) building plans\* showing:
    - (i) floor plan
    - (ii) details of interior finishes (e.g. walls, floors)
    - (iii) location of plumbing fixtures
  - (c) details of water and sewage facilities\*\* such as:
    - (i) water supply details including source, protection from contamination, treatment methods to be used, results of water quality tests conducted
    - (ii) type of private sewage disposal system used
  - (d) any other details required by the public health officer
3. Applicants shall ensure that the facility is built in accordance with the plans and specifications submitted and approved by the public health officer.
4. Contact information for local public health offices is available at:

<http://www.saskatchewan.ca/residents/health/understanding-the-health-care-system/saskatchewan-health-regions/regional-public-health-inspectors>

**NOTE:**

- a) If the proposed campground or recreational camp includes facilities that are subject to other regulations (e.g. swimming pools, restaurants), then the applicable regulations and standards will apply. For example, if a swimming pool forms part of the facility and is available for use by clients, then *The Swimming Pool Regulations* and Swimming Pool Standards apply.
- b) Anyone considering establishing, extending, renovating or altering a campground or recreational camp should be aware that in addition to the requirements of *The Public Accommodation Regulations* and these standards, approvals from other ministries, agencies and/or local municipalities may also be required. These approvals may include, but are not limited to, building, zoning, and fire.

**1.2 Washroom Facilities - General**

1. If privy type toilets are provided, they shall not be located within 15 meters of any camp site or unit of accommodation.
2. Washroom facilities shall be located in a properly constructed room and shall be properly screened to prevent the entrance of insects and other vermin.
3. All plumbing shall be installed in accordance with the applicable regulations and/or bylaws.

**1.2.1 Campground Washroom Requirements**

1. Operators of campgrounds camps shall ensure that washroom facilities are provided, and maintained in accordance with this Standard.
2. Campgrounds with fully serviced camp sites do not need public washrooms, unless the owner of the campground intends to allow some of the sites to be used for tents or accommodations not equipped with plumbing facilities.
3. Where washrooms are provided, campgrounds shall have a minimum of one water closet for every 15 persons of each sex or a major fraction thereof. The numbers shall be calculated according to the following:
  - a) the design capacity of the facility; or,
  - b) at a rate of three persons per unit of accommodation or tent space.
4. For the purposes of the calculations in 1.2.1(3), the number of persons of each sex will be considered to be equal unless the facility is for the use of one sex at any given time. Where facilities are provided for each sex, the facilities shall be clearly marked to indicate separate use.

5. Where three or more water closets are required, urinals may be substituted for two-thirds of the required number of water closets for male users. Where two water closets are required, one urinal can be substituted for one water closet.
6. One wash basin shall be provided for each of the first two water closets, or a water closet and urinal, and one basin for each two additional water closets or combination of water closets and urinals. Wash basins shall be installed directly in or in close proximity to the room in which the water closets and urinals are installed.
7. No camp sites intended for tents or accommodations not equipped with plumbing facilities shall be located in excess of 245 meters from any washroom facilities.

### **1.2.2 Recreational Camp Washroom Requirements**

1. Unless otherwise exempted by the local municipality that is responsible for enforcing the *Uniform Building and Accessibility Standards Act* and regulations, washrooms shall be provided\*. Where provided, public washrooms must be conveniently located so that access does not require passage through areas where food is stored or prepared.
2. Washroom facilities may also be required for employees under *The Occupational Health and Safety Regulations, 1996*. Contact the Ministry of Labour Relations and Workplace Safety for details.
3. For new construction of a recreational camp, the owner is to contact the local municipality to determine the number of water closets required.

\* In cases where *The Uniform Building and Accessibility Standards Act* and regulations do not apply, refer to 1.2.1 for washroom requirements.

### **1.3 Finishing Materials**

1. To facilitate cleaning, floors, walls and ceilings in campground and recreational camp buildings, e.g. food services, washrooms, shall be constructed of materials that are:
  - a) easily cleaned;
  - b) durable;
  - c) impervious to moisture;
  - d) light in colour (to reflect light and facilitate proper cleaning); and,
  - e) smooth.
2. Finishes in rooms used for accommodation shall be constructed of material that can be easily cleaned and durable.

#### 1.4 Lighting

1. Buildings of a campground or a recreational camp used for food services, washroom facilities, units of accommodation and similar occupancies shall be provided with natural and/or artificial lighting that is adequate for proper cleaning.
2. Lighting fixtures shall be located and be of a safety type or protected to prevent hazardous situations in the event of breakage. This requirement does not apply to garages, barns, sheds and similar out buildings.

### SECTION 2 – OPERATION AND MAINTENANCE

1. Washroom facilities shall be clean and maintained in good repair.
2. Garbage shall be handled, stored and disposed of in hygienic manner and in accordance with applicable local bylaws. An adequate number of garbage containers shall be provided and all waste shall be placed in these containers. Garbage containers shall be kept in a clean condition and good repair.
3. Where solid waste is not collected and disposed of by the municipality, the operator shall make arrangements for the proper collection and disposal of the solid waste.
4. Cleaning compounds and toxic/poisonous substances shall be:
  - a) used as directed by the manufacturer;
  - b) stored separately in a secure compartment;
  - c) prominently and distinctly labelled for easy identification of contents; and,
  - d) used in a safe manner so that the substances do not contaminate items or endanger the health of any person.
5. Buildings of a campground or a recreational camp used for food services, washroom facilities, units of accommodation and similar occupancies shall be free of pests and shall be maintained to prevent the entry of pests. The grounds of the facility shall be maintained, adequately drained, kept free from rubbish, old equipment and any other potential pest harbourage.
6. Pest infestations shall be eradicated immediately by a qualified person.
7. Sewage lagoons, dugouts and similar excavations holding liquid shall be fenced to restrict access. The fence should be designed to preclude the entrance of children and to discourage trespassing. Where a lagoon is located near developed areas, a chain link fence may be required to prevent children from gaining entrance. Signs should also be posted to identify the lagoon and advise against trespassing.

<b><i>Recommendation</i></b>
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<i>Excavations holding liquid should be posted as unsuitable for swimming.</i>
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8. Maintenance covers of septic or other tanks shall be securely fastened to prevent access.
9. Stairs and walkways shall be free of obstructions.
10. Clients should not be allowed unsupervised access to equipment or machinery that may cause injury.

***Recommendation***

*Except for campgrounds without an office or attendants, a Level 2 First Aid Kit should be supplied and sufficiently stocked at all times. A First Aid Kit that complies with The Occupational Health and Safety Regulations, 1996 is also considered acceptable.*

***Recommendation***

*Each campground and recreational camp should have on-site communication equipment, e.g. phone, readily available for use in an emergency.*

***Recommendation***

*Operators of campgrounds or recreational camps with domestic animals on site, e.g. cats, dogs, horses, should ensure the animals are vaccinated against rabies and are not aggressive in nature.*

***Recommendation***

*The operator of a campground or recreational camp should assign a distinguishing name or number to each unit of accommodation.*

### **SECTION 3 - RECREATIONAL CAMP STANDARDS**

1. Food services in recreational camps are considered to be public eating establishments under *The Food Safety Regulations* but are generally exempted from the licensing provisions. Operators of recreational camps with food services shall ensure the food services are operated in accordance with *The Food Safety Regulations* and accompanying standards.

2. Where bedding is provided, operators shall ensure the bedding and mattresses are maintained in a clean and hygienic condition. Freshly laundered sheets, pillow cases, and towels shall be provided for each new client or client group and changed weekly if the client or client group remains for more than one week.
3. Operators shall ensure that if toiletries are provided, the toiletries have not been previously used.
4. Each unit of accommodation shall have windows capable of providing a reasonable movement of air unless adequate mechanical ventilation is provided. Openable windows shall be screened to prevent entry of insects.

***Recommendation***

*50 per cent of the window should be openable.*

5. Washrooms and kitchens forming part of a unit of accommodation shall have windows unless adequate mechanical ventilation is provided. Where windows are provided without mechanical ventilation, the windows shall be openable to allow for reasonable movement of air and screened to prevent entry of insects.
6. Subject to 7, the average ceiling height of a unit of accommodation shall not be less than 2.3 m measured from the floor.
7. Subject to 8 and unless otherwise approved by the local public health officer, the floor area of a unit of accommodation shall be a minimum of 6.5 square meters exclusive of closet space. If the room is intended to be used by more than one person, there shall be a minimum of 3.7 square meters per person exclusive of closet space.
8. Unless otherwise approved by the local public health officer, if bunk beds are provided in a unit of accommodation, there shall be a minimum:
  - a) ceiling height of 2.3 m;
  - b) 0.9 m between bunks;
  - c) 8.5 cubic meters of space for each person; and,
  - d) 1.9 square meters of floor area per person where the window is at least 10 per cent of the floor area and 50 per cent openable.

***Recommendation***

*Owners or operators of recreational camps should maintain an accurate record of each client's name, address and contact information for a period of at least six months.*

## SECTION 4 - CAMPGROUND STANDARDS

1. Sewer inlets in unoccupied recreational vehicle spaces shall be closed when not in use.
2. Liquid or solid waste from a water closet, wash basin, sink or other fixture in a recreational vehicle shall not be discharged onto the ground surface.
3. Operators of campgrounds that contain a water distribution system shall equip the water distribution system with approved back flow prevention devices.

***Recommendation***

*Campgrounds that accommodate recreational vehicles should provide an approved sewage disposal station.*