



Town of Trenton

POLICY NO. COM-20250408

APPROVED: 2025-04-08

CAMPGROUND COMMITTEE TERMS OF REFERENCE POLICY

Introduction

The Town of Trenton (hereafter “the Town”) has established the Campground Committee to act as an ad hoc advisory body to assess the feasibility of operating a municipal campground at Trenton Park (hereafter “the Park”).

1. Authority

1.1. Municipal Government Act

The Town of Trenton is authorized to establish committees of Council, as per Part I, Sections 24-27 of the Municipal Government Act, 1998, c. 18, s. 1.

1.2. Town Policies

All committee work will be carried out in accordance with the Town of Trenton’s Committee Procedural Policy (COM-20231010). Members are expected to operate in compliance with this policy and all policies, laws and regulations governing the Town.

2. Scope

The Camping Committee will work to examine and assess the feasibility of re-opening and operating a municipal campground located at Trenton Park. The Committee will act in an advisory capacity and work in conjunction with Town staff to provide the Council with findings and recommendations regarding any potential benefits, challenges, and necessary infrastructure or personnel required to support such an initiative.

3. Goals & Objectives

3.1. The Campground Committee shall be charged with, but not exclusively:

3.1.1. Conducting a review of the Park's current amenities and capacity to accommodate camping activities.



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- 3.1.2. Assessing the environmental impact of reintroducing camping, including considerations of wildlife water resources and natural habitats.
- 3.1.3. Evaluating potential infrastructure improvements needed (e.g., campsites, restrooms waste disposal, parking)
- 3.1.4. Gathering public input from community members and park users on their opinions and concerns related to camping in the Park.
- 3.1.5. Investigate legal and safety requirements associated with camping in the Park.
- 3.1.6. Identifying potential sources of funding or grants for possible infrastructure upgrades.

4. Guiding Principles

4.1. Values

The Committee Procedural Policy Section 7.1 (Conduct of Members) will guide Committee efforts, promoting the highest ethical standards and professionalism while ensuring that the best interests of the community are met.

5. Committee Members

- 5.1. The Campground Committee will consist of diverse stakeholders, including members of the Town Council, residents, park users, and the Town's Recreation Director.
- 5.2. Committee members will be selected by the Town Council.

6. Reporting

- 6.1. Findings and recommendations from the Committee must be presented in the form of a report to Council. Once the Committee has been assembled, they will have four (4) months to submit this report to the Council for consideration.
 - 6.2. Upon receipt of the Committee's report, the Town Council will review their findings and recommendations and determine the next steps toward the possibility of re-opening and operating a municipal campground at Trenton Park.
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7. Duration

7.1. The Campground Committee is an ad hoc committee, and its term will end upon the completion of its objectives or after a period of four (4) months, whichever is sooner.

7.2. The Committee may be extended or re-established if deemed necessary by the Town Council.

		<u>CAO's Annotation for Official Policy Book</u>	
Policy Number:	COM-20250408	Date of Notice to Council Members of Intent to Consider (Minimum 7 Days):	<u>April 01, 2025</u>
Council Approval:	<u>2025/ 04/ 08</u> Y M D	Date of Passage of Current Policy:	<u>April 08, 2025</u>
Effective Date:	<u>2025/ 04/ 08</u> Y M D	I certify that this Policy was adopted by Council as indicated above.	<u>April 8, 2025</u>
Supersedes Date:	<u> / /</u> Y M D		
		Chief Administrative Officer	Date