

March 27, 2019

RE: Legal Requirements and New Public Disclosure Program

Dear Recreational Camp Owners/Operators:

The Simcoe Muskoka District Health Unit (SMDHU) is committed to protecting the health of all residents in Simcoe Muskoka and, in support of that commitment, is providing enhanced transparency for our inspection processes of businesses and facilities that we inspect. Therefore, we will be publicly disclosing results of all routine (compliance and follow-up) inspections on our Inspection Connection website www.inspectionconnection.ca for 2 years. These changes will commence July 1, 2019. Recreational camps are legislated to post a 'Certificate of Inspection' (green sign) as directed by your public health inspector at the completion of an inspection.

In 2018, the Ontario Public Health Standards, which are provincial requirements issued by the Ministry of Health and Long-Term Care, were revised to include key transparency actions for local public health units. One revision included the requirement that the public and community partners be made aware of public health inspection or investigation results of businesses and facilities that we inspect to support making informed decisions.

This letter also serves to remind Recreational Camps (as defined in Ontario Recreational Camps Regulation 503, under the *Health Protection and Promotion Act*) of their legal requirements. It is your responsibility as a recreational camp owner/operator to review the Regulation in full and ensure compliance. A copy of *O. Reg. 503/17 Recreational Camps* can be accessed by visiting the Ontario e-laws website: <https://www.ontario.ca/laws/regulation/170503>. As per the Regulation, the following is a list of important reminders for you as a recreational camp operator:

- Operators must notify the Simcoe Muskoka District Health Unit at least fourteen (14) days prior to opening or re-opening a recreational camp. Recreational camp operators are also required to promptly notify the Health Unit when the recreational camp is closed.
- Recreational camps are required to have at least one food handler or supervisor of food handlers who has completed food handler training on the premises during every hour of operation. Visit www.smdhu.org/foodsafety for a full list of approved and provincially recognized food handler training programs.
- If the recreational camp is on well water, it is the responsibility of the camp operator to provide copies of the water sample results and maintenance records to the public health inspector prior to opening.

Barrie:
15 Sperling Drive
Barrie, ON
L4M 6K9
705-721-7520
FAX: 705-721-1495

Collingwood:
280 Pretty River Pkwy.
Collingwood, ON
L9Y 4J5
705-445-0804
FAX: 705-445-6498

Cookstown:
2-25 King Street S.
Cookstown, ON
L0L 1L0
705-458-1103
FAX: 705-458-0105

Gravenhurst:
2-5 Pineridge Gate
Gravenhurst, ON
P1P 1Z3
705-684-9090
FAX: 705-684-9887

Huntsville:
34 Chaffey St.
Huntsville, ON
P1H 1K1
705-789-8813
FAX: 705-789-7245

Midland:
B-865 Hugel Ave.
Midland, ON
L4R 1X8
705-526-9324
FAX: 705-526-1513

Orillia:
120-169 Front St. S.
Orillia, ON
L3V 4S8
705-325-9565
FAX: 705-325-2091

- Operators must submit a written camp safety plan before opening for the camp season. The plan should include procedures for:
 - maintaining records on campers including their name, address and emergency contact information;
 - maintaining a record of health and safety incidents that occur in the camp including steps to prevent further incidents;
 - communicable disease control, including actions to be taken for suspected outbreaks and when to notify the Health Unit;
 - animal bites, including actions to take and when to notify the Health Unit ;
 - maintaining a list of camp staff members who have a current first aid certificate and the type of first aid training they have and expiry dates;
 - determining minimum ratio of camp staff to campers for a variety of age groups and ensuring that the ratio is maintained at all times while the camp is in operation;
 - fire safety and fire protection. If there have been any changes to the operation, capacity or number of buildings, the Fire Safety Plan should be updated and provided for review to the Health Unit to reflect these changes;
 - description of land-based and water based activities that identify the associated risks. A strategy must be provide to control and minimize these risks including supervision, if appropriate;
 - waterfront safety, including the availability of safety equipment and communication devices and a listing of waterfront staff and their certifications including expiry dates.

To assist you in complying with the regulation and to avoid delays in opening your facility, please complete the **Notification to Re-open a Recreational Camp form** and forward it to our *Health Connection* public health inspector at least 14 days prior to your opening date. ***Please complete the notification form included in this package and send it to us by email, mail or fax. Alternately, you can complete the form available online at:***

<http://www.simcoemuskokahealth.org/HealthUnit/Workplaces/Businesses/recreationalcamps.aspx>

If you have any questions about the regulation, our new disclosure program, or to book your annual inspection please contact our *Health Connection* at 705-721-7520 ext. 8811 to speak with a public health inspector.

Thank you for your support.

Sincerely,

ORIGINAL SIGNED BY:

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 Environmental Health Department