

FUN
ADVENTURE

Biking
HIKE SING

campfire

TAJARD

Archery
Skills
MAKE
NEW
FRIENDS

Paddling
EXPLORE



WINTER RENTAL PACKAGE

2018-2019

Approved by the Caddy Lake Camp Committee

November 2017

Winter rental rates are in affect from October 1, 2018 - May 24, 2019

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CAMPING AT CADDY LAKE CAMP

WELCOME TO CADDY LAKE GIRL GUIDE CAMP

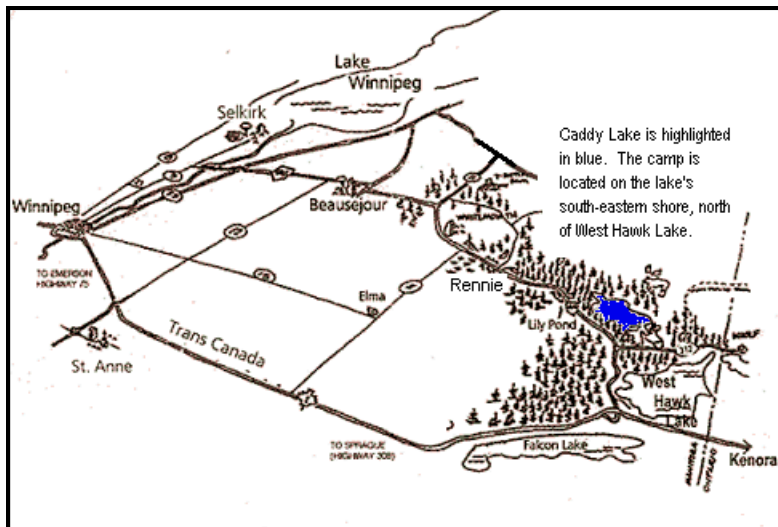
Come and experience the rustic charm of Caddy Lake Girl Guide Camp—an experience shared by countless girls in our 65+ year history. Owned and operated by Grand Pines and Lagimodiere Area, Girl Guides of Canada, our camp is the perfect setting for youth to develop the skills and confidence to help them successfully conquer today's world.

Caddy Lake Camp is an accredited member of the Manitoba Camping Association.

WINTER CAMPING AT CADDY

Camping at Caddy Lake Camp in the winter is a truly unique experience. Caddy Lake boasts fantastic ice fishing, ski trails, scenery and more!

Some special considerations need to be taken in order to fully enjoy your time at Camp. Always check the weather conditions to make sure the drive to and from camp will be safe and have an emergency bad weather plan in place. Have the phone number to the Camp Director with you, so if there are any problems you can get a hold of her for help.



WINTER CAMP ACCOMODATIONS

We are very excited to share with you our newly renovated winterized cabin! This building, entitled 'Tajar's Place' (named after our mascot) sleeps 18 (16 in bunk beds and 2 on a pull out couch). There is a modern kitchen, dining tables and sitting area. The building comes stocked with cooking equipment and dishes. At the bottom of the stairs you will find a fire pit for campfires and outdoor cooking.

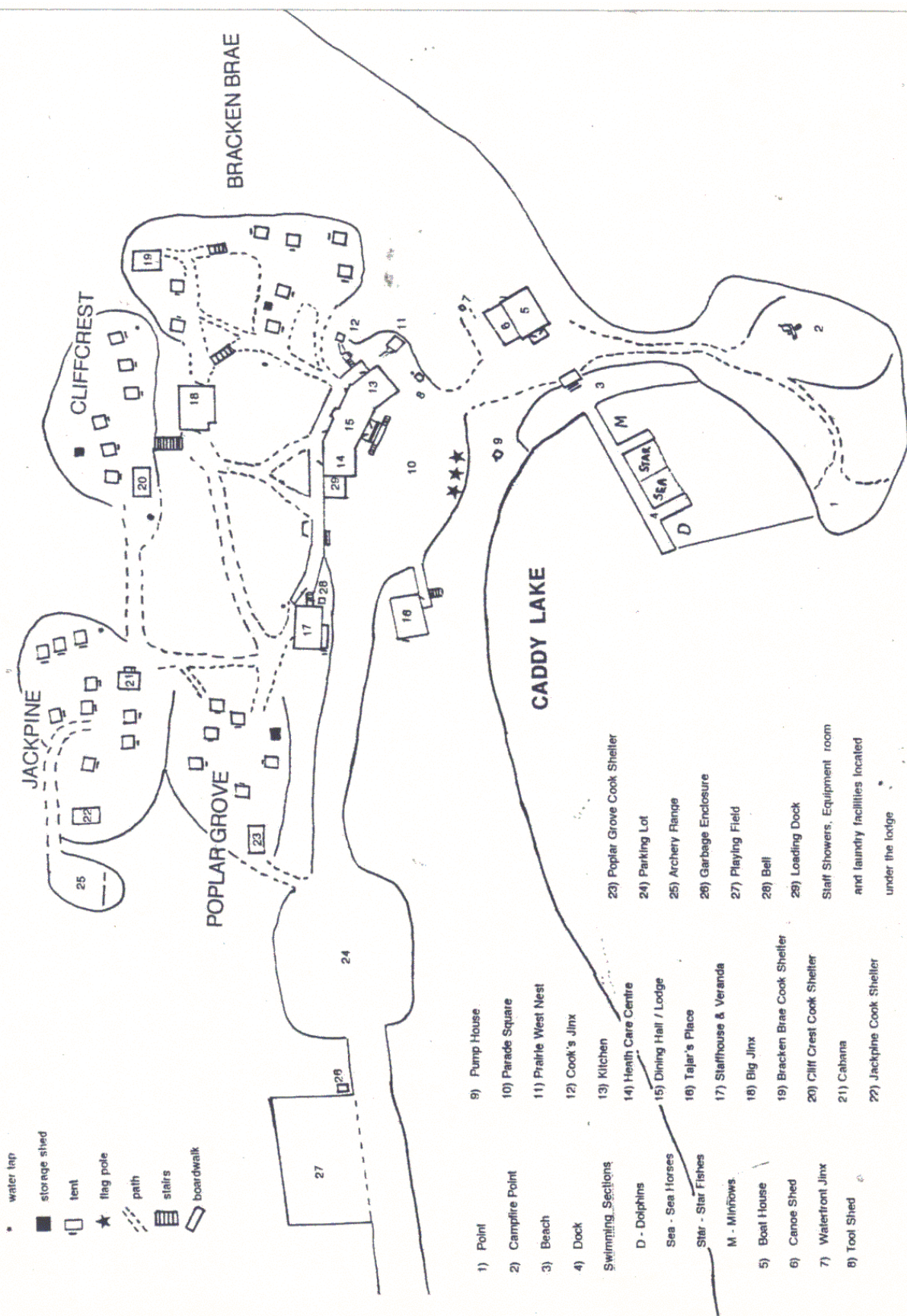
IMPORTANT TO NOTE—The washroom facility during the winter is located a short walk from the building and is a traditional outhouse. There is no running water and all drinking water must be hauled in by the rental group. The road is ploughed to the parade square.

Directions to Camp:

To get to Caddy Lake Camp, travel east on Highway #1 beyond Falcon Lake and then take the West Hawk Lake turnoff. Follow the exit road until you reach Highway #44. Turn left onto Highway #44 and continue until you see the Girl Guide sign on the left side of the road at Highway #312. Turn right onto Highway #312, continue until Block Road #8 (Fire Road C6). Turn left, following the road. Continue past Green Bay Resort until you see the Girl Guide sign at the camp gate. Proceed through the gate and into the parking lot (pass playing field).

CADDY LAKE CAMP MAP

For your planning needs, included is a site map on page 5.



GET OUTSIDE!

Here are some fun things to do outdoors while you are at Caddy Lake Camp—

Outdoor Cooking—down the back steps you will find a campfire pit and sitting area, perfect for roasting the perfect marshmallow or enjoying fire roasted bannock on a stick!

Animal Tracking—Caddy is home to more than just Tajar! Take a journey and discover who all calls Caddy home. You can borrow the Animal Tracks kit from the Grand Pines Area office to help you out!

Snowshoeing—Whether just exploring the camp area or trekking out further, snowshoeing is the best way to get around in the winter. You can rent snowshoes from the City of Winnipeg Recreation Services.

<http://winnipeg.ca/cms/recreation/rentals/recreationequipment.stm>

Quinzee Building—there is normally no shortage of snow at Caddy, which presents an excellent opportunity to practice outdoor survival skills! Snow quality varies by season—we recommend you head to the playing field for the best snow.

Ice Fishing—Caddy Lake has fantastic ice fishing! CLC has four ice fishing poles and a full tackle box and fishing supplies available for groups. You would be responsible to bring your own auger to drill your own hole. We encourage you to take someone with ice fishing experience. Best time is late February—March.

STAY INSIDE

Enjoy the warmth of Tajars and explore some fun indoor programming—

Challenge Time—Tackle a new Girl Guide challenge, such as BC Science or GGC Mighty Minds—there is no better time to explore mental health issues than while all together in a safe space. Tajar's is perfect for exploring issues, talking friendship and doing some inner reflecting.

South Moon Studio—Book a yoga workshop or a facilitated paint night from a local business woman. Special rates are available for Caddy campers (Yoga \$150 for 1-1.5 hours and \$20/pp for paint night, includes all supplies). Contact Chrissy Sie-Meritt at southmoonarts@gmail.com to book!

LOCAL ADVENTURES

Want to venture out of camp and experience some of the Whiteshell delights?

Falcon Ridge Ski Slopes—Feeling like hitting the slopes? Falcon Trails has a variety of hills for a variety of skill levels—including beginner! You can rent all your gear, arrange a lesson (included in the special group rates) and even stay for lunch! Special group rates for skiing/snowboarding, including gear rental, \$36/person; or fun-filled tubing, including tube and helmet rental, \$25/person! www.falconridgeski.com or call 204-349-8445 (26km from camp).

Whiteshell Community Centre—Take your group skating or curling at the nearby Community Centre, located just outside Falcon Lake Call 204-349-2293 or email info@whiteshellcommunityclub.com to arrange. Take part in Beaver Days Festival the first weekend in February, with special kids activities! (22km from Camp).

Shield Outfitters—Wanna go ice fishing but don't know how? Contact Shield Outfitters to facilitate ice fishing for your group, bringing all supplies you need to camp, or helping transport you to holes/huts on Caddy. Check out www.shieldoutfitters.com or Email ian.flmarina@gmail.com to make arrangements. February-March are the best times for ice fishing.

Falcon Beach Ranch—To explore the woods of the Whiteshell by sleigh or horseback, contact Falcon Beach Ranch. Call 204-349-2410 or email vacation@falconbeachranch.com www.falconbeachranch.com (22km from Camp).

We are learning more about Winter Camping at Caddy too! This list may grow and develop as we learn more about the process! If you have any feedback or tips/tricks that will help others, please send them to the Camp Office!

Water—Tajar's does not have running water, so you will be responsible for bringing in your own water. You can haul from the city or borrow our jugs at camp and fill at the West Hawk Fire Department.

Garbage/Recycling—all garbage and recycling must be removed from camp when you leave. There is no garbage pickup in the winter, so garbage must be taken to the garbage

Parking/plugging in—We ask that only two cars be plugged in at a time—or it will continuously blow the breakers. There are two extension cords found in Tajar's and must be run to the cars from the building. Please remember to put these cords back indoors before you leave!

Emergency planning—like in any Guiding situation, it is important that you consider all the risks of your activities. In your Safe Guide forms, please ensure you have a written plan for the following you are required to evacuate due to a pending storm, power outage (Tajar's has electric heat!) or someone has their car stuck.

Washroom—the washroom facility for Winter Rentals is the Waterfront Jinx, which is a two seat traditional outhouse.

When you leave:

- Complete cleaning checklist that is provided in Tajar's
- Clean out all food, pick up all personal belongings, make sure any water jugs are empty.
- Take garbage and recycling with you
- Extension cords and shovel are inside building
- Temperatures on thermostats to 10C
- Lock door!

SUPPLIES INVENTORY

20 Large Plates	Electric Kettle	Slotted spoons	Dish soap
20 Small plates	Coffee maker	Ladles	Bleach
20 Juice Cups	2 Slice Electric Toaster	Flippers	Cleaning Spray
20 Mugs		Tongs	Dettol Solution for beds
20 Bowls	Can opener (manual)	Rubber spatulas	
Cutlery	Cheese grater	Wisk	Wash Basin & Dish rack
	Ice cream scoop	Spaghetti Fork	Garbage bags
Misc Pots and pans	Potato masher		Broom & Dustpan
Fry pans	2 Peelers	Measuring cups & spoons	Oven mitts
Plastic Strainer	Assorted cookie cutters	Plastic mixing bowls	Pot holders
Metal Strainer	3 Juice Pitchers	Cooling rack	Serviettes
	Assorted serving bowls	2 12 cup Muffin Tin	Toilet paper
Assorted Knives	Assorted serving platters	2 Cookie Sheet	Paper towel
Cutting Boards	Gravy bowl	2 Pie plates	
	Salt and Pepper shakers	2 round cake pans	Campfire roasting sticks
		2 loaf pans	Matches
			Fire Wood

ITEMS TO PACK

Dish clothes	Tinfoil	Health Forms	Water/Water Jugs
Tea towels	Plastic Wrap	First Aid Kit	
	Ziploc Bags	Flashlights	

BOOKING STEP-BY-STEP CHECKLIST

12-4 months prior to camp

- Download and review the most up-to-date Winter rental package, paying special attention to the Rental Policies.
- Check the Caddy Lake Camp website rental page for site availability www.caddylakecamp.com/rentals
- Decide on a weekend and Call/Email the camp office to hold your booking. The booking will be held for 14 days from the date of contact, giving you time to complete your paperwork, get cheques signed and sent into the Camp Office.
- Complete the '**Guiding Winter Rental Reservation Form**' and prepare three cheques (reservation deposit, damage deposit and balance) and send them into the Camp Office.

3-1 months prior to camp

- Complete your Safe Guide forms and send to Provincial assessor.

Days just prior to camp

- Forward your Safe Guide Authorization to Caddy Camp Office.
- Review the rental package to make sure you understand the rental policies.
- Pickup camp keys from Camp Office

Right After Camp

- Drop off Camp keys to Camp Office

UNIT REMINDERS

Don't forget to share with your parents:

- Driving instructions to camp if they are dropping or picking up campers
- Who to call if there is an emergency (ie. Contact Guider, Home Contact Person)
- Emergency Plans

Don't forget to tell your girls before camp:

- How to pack for camp

Don't forget to tell your girls at camp:

- Fire drill plans
- How to be safe and respectful at camp (quiet at night, water conservation, animal safety, off-limit areas, etc.)

Don't forget to bring with you the following items:

- Your Unit Safe Guide Forms and Health Forms
- A first aid kit for your Unit
- Water

FREQUENTLY ASKED QUESTIONS

I ran out of water, where can I get more?

The fire station in West Hawk has a potable drinking water hose on the west side of the building.

Is there a land line phone for emergencies?

Yes. It is found in the kitchen of Tajar's.

Where do I park?

During winter rentals you can park your car in the parade square, you just need to leave space for a Fire Truck or Ambulance to be able to get to you. Safety first!

Can I plug in my car?

We ask that only two cars be plugged in at a time—or it will continuously blow the breakers. There are two extension cords found in Tajars and must be run to the cars from the building. Please remember to put these cords back indoors before you leave!

You say the building is heated, but is it really warm?

Yes. Tajar's is an exceptionally warm building!

What is open nearby?

In West Hawk, Keystone Resort (gas station) and the CBC Store both have small grocery sections. Hi Point Resturant is open year round, and depending on the time of year, Night Hawk Café is open on weekends.

In Falcon Lake, Lumber One stays open all year and has a small grocery section.

I broke something at camp... now what?

Please report it to the Camp Office immediately. Caddy personnel will assess damages and replacement costs may be incurred.

Which is the closest hospital to Caddy?

The closest hospitals are Kenora or Pinawa. However, you should call ahead to ensure proper staff is available. Taking into account the speed limit for the distance, they are the same travel time. The phone number and map to get to the hospitals are available in Tajar's.

Is Caddy Nut-free?

We are a nut-aware facility—so we ask that you please respect that and do your best to not bring any nut products to Caddy Lake Camp.

How do I do dishes with no running water?

There are three dish buckets in Tajars (soap&water, rinse, sanitize). You will have to heat your hauled water (or snow!) on the stove and do it the good ol' fashion Girl Guide way! (A How To Poster is on the wall in the kitchen to help you!)

Umm... my car is stuck. Who should I call?

The Falcon Shell station has a 24/7 Tow Truck service and is only a couple minutes away to help. 204-349-8322.

CAMP BOOKING PROCESS

Please contact the camp office prior to submitting paperwork to ensure your desired dates/sites are available. A space will be reserved for you for 14 days from the initial date of contact in order for you to get your paperwork submitted. Along with your completed Rental Reservation Request Form, you are required to submit **THREE SEPARATE CHEQUES**. A **\$50.00 Reservation Deposit**, **\$100.00 Damage Deposit** and a **post-dated Balance Due cheque of \$350.00**. The damage deposit will only be cashed after your rental weekend if damage is incurred during your use of the facility and/or equipment, or keys are not promptly returned. Once the paperwork is submitted and reviewed, you will receive an email confirmation of your rental. Your camp is not booked until your completed rental paperwork and cheques has been submitted to the Caddy Lake Camp Office.

SAFE GUIDE AUTHORIZATION

A copy of your Unit's approved Safe Guide Forms must be submitted to the Camp Office one week prior to the rental start date. We reserve the right to contact Manitoba Provincial Office in regards to your Safe Guide application status and to cancel your reservation if Safe Guide approval is not achieved prior to the start of your camp session, at which point you will forfeit your Rental Deposit.

RENTAL PAYMENT

A post-dated cheque for the last day of your rental must be submitted when you book Tajar's. A receipt will be emailed to you after your rental.

CANCELLATION POLICY

Cancellation will be accepted **90 DAYS PRIOR** to the date of your camp at which time your deposits will be refunded. Cancellations after this date will forfeit your reservation deposit. In case of extreme winter weather (not just snowing/cold), Caddy Lake Camp reserves the right to cancel your camp for the safety of everyone involved and will return your cheques or help you reschedule.

CAMP TIMES

Weekend rentals are available from 6pm Friday to 2pm Sunday. For other bookings, please contact the Camp Office.

KEYS

You can arrange to pickup Winter Rental Keys from the Caddy Lake Camp Office from Wednesday to Friday prior to your rental and must return them by the Tuesday afterwards (so the next group renting can pick them up!) If keys are not returned promptly, your damage deposit will be cashed. The value of a lost set of keys is \$50.00.

CONTACT PEOPLE

There will likely be nobody else on site with you during your rental. A member of the camp committee may pop in to see if everything is going well, or may be on-site to do some maintenance work. Please remember to take with you the phone number of the Camp Director, so you can phone her in case of emergency. An emergency phone list is posted in Tajar's.

SMOKING

THERE IS NO SMOKING ALLOWED ON CADDY LAKE CAMP PROPERTY. Smoking must be conducted off site—past the entrance sign to Caddy Lake Camp. It is the smoker's responsibility to ensure all embers are extinguished.

OFF LIMITS AREAS

For a winter rental, the **ONLY** facilities that you will have access to are Tajar's and the Waterfront Jinx (outhouse). All other facilities are locked and closed. You may still use Campfire Point and explore around camp, at your leisure.

GUIDING WINTER RENTAL RESERVATION FORM

Dates Requested: _____

Unit: _____ District: _____ Area: _____

Expected Number of Girls: _____ Guiders/Staff: _____ = Total _____

Contact Name: _____

Address: _____

City/Town: _____ Province: _____ Postal Code: _____

Phone Number: (_____) _____

Email Address: _____

The cost to rent Tajar's from October to April is a set flat rate of \$400 for the weekend.

\$50.00 RESERVATION DEPOSIT PER SITE IS REQUIRED TO BOOK.

\$100.00 DAMAGE DEPOSIT PER SITE IS REQUIRED TO BOOK.

\$350.00 POST DATED BALANCE CHEQUE.

These payments need to be made by providing **three separate** cheques. The damage deposit will only be cashed after your rental weekend if damage is incurred during your use of the facility and/or equipment.

Cancellation will be accepted 90 DAYS PRIOR to the date of your camp, at which time your deposits will be refunded.

I, _____, as the Responsible Guider for this rental, accept responsibility for correct use of campsite and equipment belonging to Caddy Lake Camp. I will report any damages that occur to the site or equipment. I have read and understand the regulations and instructions for use of the site and agree to adhere to them.

Signature of Responsible Guider _____

Date: _____

FOR OFFICE USE ONLY

Deposit	Reservation Fee	Site Reserved: _____
Received: _____	Received: _____	Final Amount Due: _____
Chq #: _____	Chq. #: _____	Date Amount Received: _____
Returned: _____	Amount: _____	

