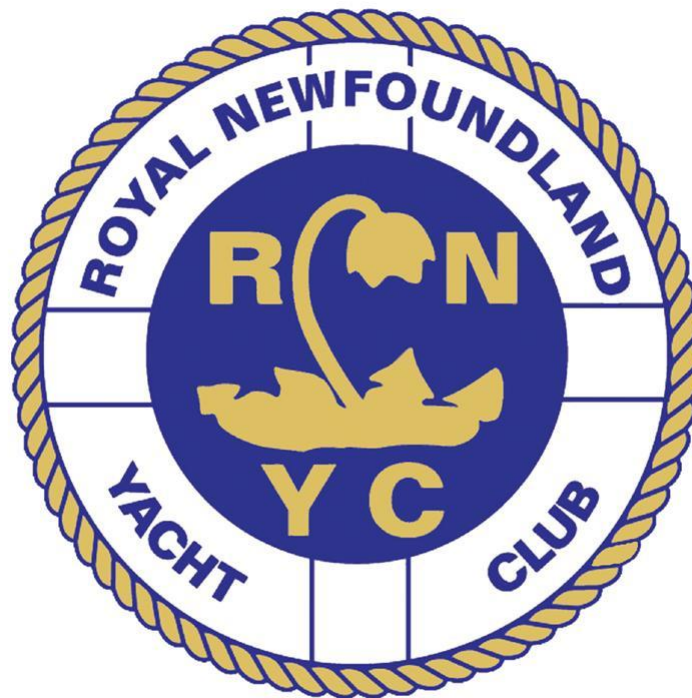


ROYAL NEWFOUNDLAND YACHT CLUB



2026 MEMBERS HANDBOOK

Royal Newfoundland Yacht Club
108 Greenslades Road
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MISSION STATEMENT

The Royal Newfoundland Yacht Club is committed to providing a full-service boating and social experience to its members, respecting the club's rich history and traditions.

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SECTION 1 INTRODUCTION

This Members Handbook presents the rules and regulations of the Royal Newfoundland Yacht Club (RNYC). As well as a description of the various membership categories, the fee structure and credit policy, the general operating procedures are outlined and the rules pertaining to the launch, operation, haul-out and storage of boats are presented.

All Members are expected to respect the rules and regulations of the Club so that all Members can take advantage of the many benefits of the RNYC in a fair and equitable manner.

SECTION 2 MEMBERSHIP CATEGORIES

INTRODUCTION

This section of the Handbook summarizes the membership categories, which are more fully outlined in By-Law No. 2 of the Club's Constitution & By-Laws. Specific inquiries should be referred to the General Manager or a member of the Executive for further clarification. Membership in the RNYC (excluding Dining Membership) is by application and must include two signatures of full members in good standing. After an advertised period of at least 5 days, the Executive will review the application and, if there are no objections, the application is accepted when all fees are paid.

CATEGORIES:

1. Full Member

Any person over the age of 19 and is a boat owner, may apply for full membership. They will have voting, guest and credit privileges, and may hold office in the Club. Spouses (including cohabitating partners) and children under 24 are included under this category.

2. Life Member

The general membership may bestow life membership in the Club upon recommendation by unanimity of the Executive and ratification by the members at the Annual Spring or Fall Meetings. The Life members does not pay membership fees; however, all other fees apply. The Life Member shall have all the privileges of a full member.

3. Non-Resident Member

Any persons who permanently reside outside a 100 nautical mile radius of the Club may apply for this membership. While visiting the Club they can bring guests, but do not have credit privileges. This membership does not include boating, service or storage privileges. A Non-Resident Member cannot vote and cannot be on the Executive, has no charging privileges and does not maintain or accrue seniority.

4. Corporate Membership

A corporation or business may apply for one of three types of Corporate Membership.

(a) Corporate Membership includes:

- a. five Social Memberships for the full-time executives or employees designated on the Application for Membership of the corporation or business; and
 - b. one free rental of the full facility per year and each designated member has one free rental of the Charles R. Bell room per year.
- (b) Corporate Gold Membership includes:
- a. seven Social Memberships for the full-time executives or employees designated on the Application for Membership of the corporation or business.
 - b. one free rental of the full facility per year and each designated member has one free rental of the Charles R. Bell room per year; and
 - c. promotion of the corporation or business in Club communications on the RNYC website and/or on the Club dinghies, as approved by the Executive.
- (c) Corporate Platinum Membership include
- a. ten Social Memberships for the full-time executives or employees designated on the Application for Membership of the corporation or business.
 - b. one free rental of the full facility per year and each designated member has one free rental of the Charles R. Bell room per year.
 - c. promotion of the corporation or business in Club communications, on the RNYC website and/or on the Club dinghies, as approved by the Executive.

The corporation/business is liable for all fees and expenses incurred by or in respect of the designated executives or employees while Social Members.

Approved designated employees or executives shall continue to be Social Members unless the Executive approves a written request from the corporation or business to terminate or transfer the membership and the associated fee is paid. Upon renewal of the membership the corporation or business may request in writing that the Executive approve different designated executives or employees for social membership.

5. Honourary Member

Persons listed below who are not members of the Club listed in this section, are nonetheless honorary members on an annual basis. They shall not pay an annual membership fee and shall have guest and credit privileges. Boating members, irrespective of their honorary status, shall pay all membership fees.

Lieutenant Governor of Newfoundland and Labrador
 Premier of Newfoundland and Labrador
 Mayor of City of St. John's
 Mayor of the Town of Conception Bay South
 Commanding Officer of the RCMP
 Commanding Officer of the RNC
 Commanding Officer of HMCS Cabot
 Senior Officer of the Canadian Armed Forces
 Assistant Commissioner of Canadian Coast Guard
 Regional Director General of the Department of Fisheries and Oceans Canada
 St. John's Port Authority and Chief Executive Officer

Long Pond Harbour Authority Chief Executive Officer.

The Executive Committee, subject to ratification at the Annual Spring or Fall Meeting of the Membership, may recommend other persons for Honorary Membership.

6. Social Member

Any person who has reached the age of Nineteen (19) years may apply for a Social Membership if they:

(a) do not own, or operate a boat that is normally docked within the headlands of Conception Bay: and

(b) is a crew member or has an interest in and/or the use of a boat that is operated out of the Club by a Full Member of the Club.

Social Membership does not entitle a person to vote but a Social Member can hold office, other than Flag Officer, on the Executive Committee. Social Membership shall consist of both the member and his/her spouse (including cohabitating partner) and the rights of a Social Member shall be extended to their children under the age of 24. Social Members have guest and charging privileges at the Club and may upgrade their membership to Full Membership at any time by paying the applicable current balance of the annual fee for new membership.

7. Junior Member

Any person who has reached the age of nineteen (19) years and is under twenty-four (24) years who is a full-time student may apply for Junior membership. A Junior member can use club facilities with charging privileges and can be on the Executive and can vote. A Junior member may store a dinghy if there is space and the required fee is paid.

8. Holding Member

A Full Member may apply to the Executive to temporarily suspend full membership based on special circumstances, such as serious health issues, if they intend to return to Full membership. If approved by the Executive a Holding member will maintain but will not accrue seniority and can use the facilities but cannot vote or be on the Executive. This membership is available for one year but under similar special circumstances can be renewed annually based on the review of the executive, for a maximum period of 3 years.

9. Dining Member

Any person who has reached the age of Nineteen (19) years may apply for a Dining Membership if he or she does not own or operate a boat that is normally docked within the headlands of Conception Bay.

Dining Membership does not entitle a person to vote or hold office as a Flag Officer or on the Executive Committee. Dining Membership shall consist of both the member and their spouse.

(Including cohabitating partner) and the rights of a Dining Member shall be extended to their children up to the age of 24 and up to four guests. Dining Members only have access to the restaurant facilities and not to recreational (boat or swimming pool) facilities. Dining Members do not have charging privileges at the Club. For special events and/or scheduled dinners at the Club, Dining Members must be the guests of full or social members to register.

10. Facilities Member

Any Person who has reached the age of Nineteen (19) may apply for a Facility Membership if:

- a) they own, or operate a boat that is not docked or stored (other than winter storage) within the property of the RNYC

A Facilities Member shall pay full annual membership fees in addition to the prescribed fees associated with the use of the facility equipment, materials and labor, as described in Appendix A. Membership shall include guest and credit privileges and shall consist of both the member and their spouse (including cohabitating partner) and the rights of a Facilities Member shall be extended to their children under the age of 24. Facilities Membership are entitled to vote and can hold office. Overnight Berthing based on availability upon permission of Club General Manager. Berth rates and conditions will be as per Visitors Policy. Dry storage for 4 days included per year for purposes of vessel upkeep.

11. Roving Member

Any person who has reached the age of Nineteen (19) may apply for a Roving Membership if:

- a) They own or operate a boat that is not docked, stored, or intends not to be docked or stored within the headlands of Conception Bay.

This membership is intended for cruisers or racers who wish to fly the burgee of the RNYC, represent the club while abroad and participate in the club as travel allows. A full boating member may convert to a roving member at the end of any one season (December 31st) and may retain their berth assignment at the club for up to 2 seasons provided the berth fee is paid annually in addition to their roving membership fees. A roving member may upgrade their membership to a Full Membership or Facilities Membership at any time by paying the applicable current balance of the annual fee for membership.

Roving Membership shall include guest and credit privileges and shall consist of both the member and their spouse (including cohabitating partner). The rights of a Roving Member shall be extended to their children under the age of 24. Roving Membership are entitled to vote and hold office provided a berthing assignment is retained.

12. Dry Sail Member

Any person who has reached the age of nineteen (19) years may apply for Dry Sail Membership if

- a) They own or intend to operate a single trailerable craft out of RNYC. (A trailerable craft for the purposes of this category is a craft intended for day or weekend use that is easily and safely launched and retrieved with a personal vehicle.)

Membership does not entitle a person to vote nor hold office a Flag Officer or on the Executive Committee nor does it allow berthing or storage rights. A Dry Sail Member shall pay Dry Sail membership fees as defined under Appendix A in addition to the prescribed fee associated with the use of the facility equipment, materials, and labor. Membership shall consist of both the member and their spouse (including cohabitating partner) and the right of a Dry Sail Member shall be extended to their children under the age of 24. Members have access to the restaurant facilities, and pool facilities. Members have guest and charging privileges at the Club and may upgrade their membership to a Full Membership at any time by paying the applicable current balance of the annual fee for new membership.

SECTION 3 HONOUR ROLL

Background:

Over the years at RNYC there have been outstanding contributions made by members that should be recognized in some fashion. To this end the Honour Roll was established and a wooden plaque mounted in the club with the name and year of the nomination.

Criteria:

Nominations may be made based on a particular act or event in which the individual went beyond the call of duty and performed a service to another boater, or act of outstanding seamanship. The nomination may also be made for outstanding service to the Club over a period of years whether financial or by committing time and services.

Process:

In order for a nomination to be made, the nominator shall submit a written notice to the Secretary before the Executive meeting prior to the Spring or Fall Annual Meeting of the Club. The nomination shall be tabled at the Executive meeting and a motion to accept the nomination shall be made. The Executive shall vote at that time on this motion and if accepted, the nominator shall present it at the Spring or Fall Annual Meeting for information purposes only. The name and year will then be engraved on the plaque.

SECTION 4 FLAGS, CRESTS, COLORS & TIE

FLAGS

The flag of the Royal Newfoundland Yacht Club is a blue ensign over-marked in the fly with a golden pitcher plant surrounded with the gold colored letters R.N.Y.C.

The burgee of the Royal Newfoundland Yacht Club is blue as in the blue ensign and on the lower half of the staff is a golden pitcher plant. A Canadian crown is on the upper half of the flag.

The Commodore's flag is blue as in the blue ensign, with a Canadian crown in the fly surrounded by ten golden maple leaves and in the staff is a golden pitcher plant.

The Past Commodore's flag is also blue as in the blue ensign. In the fly is a Canadian crown as well as two golden maple leaves and in the staff is a golden pitcher plant.

The Vice-Commodore's flag is red. In the fly, ten golden maple leaves surround a Canadian crown and in the staff is a golden pitcher plant.

The Rear Commodore's flag is white. In the fly, ten golden maple leaves surround a Canadian crown and in the staff is the golden pitcher plant.

CRESTS

The blazer crest of the Royal Newfoundland Yacht Club is a white circular life ring measuring 8 centimeters in diameter circled both inside and outside the ring with golden wire. On the ring, in blue letters trimmed with gold wire, is the inscription "Royal Newfoundland Yacht Club".

The ring is mounted on a blue background and in the center of the ring is a pitcher plant of golden wire surrounded with the golden wire letters "R.N.Y.C."

The hat crest of the Royal Newfoundland Yacht Club measures 3.5 centimeters and is otherwise identical in design to the blazer crest.

COLORS

The Club colors shall be blue and white.

TIE

The Club tie is of dark blue silk, with diagonal gold and red stripes. In the lower left corner is a golden single flower pitcher plant under which is the letters RNYC in gold and over which is a crown. Alternately, a plain blue tie with a single pitcher plant and crown.

SECTION 5 FEE STRUCTURE

GENERAL

The fees shall be as determined by the general membership from time to time at duly constituted meetings and shall consist of the following:

- Annual membership fee
- Any other fees established by the general membership.

The annual fee becomes payable on the 1st of January each year with members being billed in early January. Any members who have not paid their total fees by the 30th of April in the said year, or have not made alternate arrangements, shall be notified that they have automatically ceased to be members.

All bills other than those for annual fees shall be paid as per the Credit Policy (see Section 6 – Credit Policy).

MEMBERSHIP FEES – see Appendix A for schedule of fees.

WHARF AND ELECTRIC FEES – see Appendix B for schedule of fees.

MISCELLANEOUS FEES – see Appendix C.

All members who own or lease or otherwise have the use of a boat and who satisfy one of the following criteria shall pay boating fees:

- has a wharf space allocated to them at the club,
- uses the Club facilities for fuel or water.
- keeps a dinghy on the Club property.
- uses Club property for winter boat storage whether on land or in the water, or avails himself/herself of regular Club haul-out or launch arrangements or facilities.

WINTER STORAGE FEES – see Appendix C for schedule of fees.

A winter storage fee shall be assessed to all boat owners whether their boat is stored in the water (winter berth fee) or on the land on Club property. Associated with winter storage shall be a fee for security services as provided.

HARBOUR DUES – see Appendix C.

Each boat owner shall pay Harbour Dues. This is to pay for the water lot tax charged the Club and member dues are based upon the rate that the Club is assessed.

SAIL CANADA FEES – see Appendix C.

All members shall pay Sail Canada fees. Half of which is used to support the Sail Canada organization and approximately one half of this fee is retained by the provincial sports governing body. (NLSA)

HAUL-OUT AND LAUNCH FEES– see Appendix C.

The formula for this fee is based on the weight of the boat to be lifted.

MINIMUM RESTAURANT AND BAR CHARGES – see Appendix A.

A minimum restaurant and bar expenditure is set by the general membership for applicable membership categories.

FUEL PURCHASES – All fuel purchased from the Club will be charged to the member's credit card immediately. Current Credit Card information must be held on file at the RNYC for the Member to purchase fuel.

SECTION 6 CREDIT POLICY

Members Must have a valid credit card on file with the office to obtain credit on any club purchases (including food, fuel and winter electricity)

All fees are due on January 1 of the current year, and may be paid in full or by a 6 (six) month payment plan through a prearranged bank withdrawal. The final installment of which to be made by June 30th of that year. If a payment plan has not been put in place and Fees are not paid by **April 30** of that year, membership is terminated as of that date. Members who occupy berths at the Club must pay fees before **January 31** to maintain their status as a wharf lessee.

The billing for membership will be mailed or electronically sent during the month of January based on the previous year' fee schedule with the provision that this is a preliminary billing only and the club's fee structure may be adjusted at the Club's Annual General Meeting held in the Spring.

Members' accounts (other than membership fees outlined above) are due and payable in full upon receipt of the monthly statement, usually by the 10th of each month. Accounts not paid in full by the end of the month in which the statement of account is rendered, will be subjected to an interest charge of 2% per month (24% per annum).

FIRST NOTICE

Any member who has an account, which is in the "over 60 and under 90 day" category, shall receive written notice regarding the status of the account. This shall constitute the "First notice" and shall request that the member settle the account within 10 days.

SECOND NOTICE

Any member who has failed to respond to the first letter shall be sent a "Second Notice" requesting payment within 10 days. This notice will state that if the account is not settled within the 10 Day period, Clubhouse and bar privileges will be suspended until the over-due amount is paid in full. Over-due accounts that have reached "Second Notice" may be reported to the Executive immediately for appropriate action which may include referral to a collection agency.

THIRD NOTICE

Where a member has been given a "Second Notice" and has failed to comply, the member shall be given a "Third Notice". This notice shall request immediate payment of the over-due amount and trigger a review of the account by the Executive. During this review the Executive will reconsider the member's status and where expulsion is deemed appropriate, the member shall be advised forthwith.

The Executive may enter into special repayment arrangements with any member of the Club if it is satisfied that such an arrangement is in the best interest of the Club. Special arrangements shall be made only in exceptional circumstances and only after a written request by the member setting out the reasons why special arrangements are appropriate. Notwithstanding the above, no credit shall be extended to any member who is in the "over 90 day" category.

SECTION 7 OPERATION OF BOATS

The following is a list of policies and rules, which shall apply to the operation of boats in the pond and channel by Members and Visitors:

1. All boats operators are required to follow all government laws and regulations, including posted speed limits, concerning the operation of their boat.
2. A reasonable and safe speed shall be observed in the channel so that hazards are minimal and unsafe wake is eliminated.
3. No boat shall obstruct or impede access to the channel or any of its entrances.
4. The use of sails only is not permitted in the channel, except by dinghies with no other power, or under extenuating circumstances.
5. All boat Owners shall, at all times, maintain valid marine liability insurance covering their vessel, with a minimum liability limit of **\$2,000,000** per occurrence (or such higher limit as the Club may reasonably require from time to time).
6. Proof of insurance, satisfactory to the Club, must be provided upon request and upon renewal of each policy. Failure to maintain such insurance may result in suspension or termination of marina privileges.
7. Members are responsible for their boats and any injuries or damage incurred in the operations thereof, or other deviation from these rules by their guests or delegated operators, shall be their sole responsibility. The Club makes no representation that a member's insurance is adequate or in force, and the responsibility to maintain appropriate coverage remains solely with the member.

Notwithstanding that the Club may not have jurisdiction over the whole pond or channel, any member or child of a member, or a Junior Sailor, who operates a craft in the pond or channel in a manner considered hazardous to the other members or the public may be written to by the Executive regarding the unsafe use of a boat. The Executive may take whatever action it deems necessary and reasonable if the conduct persists.

As part of their training, Sailing School instructors must be made aware of the need to instruct students in the roles and responsibilities that the person in command of a dinghy or larger sail driven vessel has while in restricted waterways. When large numbers of small sailing boats must transit the channel, they should always stay to their starboard side of the channel as is required by COLREGS Rule 9(a).

When tacking cannot be avoided while transiting the channel the operator of a small dingy must realize they are in a crossing situation and must give way to larger vessels either sail or power.

To minimize potential danger every effort should be made to tow small dinghies in the channel in the upwind direction, if possible, in order that a timely passage of the channel is made without excessive tacking. Dinghies should appreciate that a power boat while in the channel is operating at slow speed in a restricted area and thus is not as maneuverable and should be given a wide berth.

Members may be required to observe additional rules and regulations while engaged in Club-sponsored races or specially sponsored boating events. In such instances, special rules or regulations will be made available to members prior to the event.

SECTION 8 LAUNCH AND HAUL OUT

LAUNCH AND HAULOUT POLICIES AND RULES

Following is a list of policies and rules, which shall apply to the launch and haul out of boats on Club property and are subject to change where weather conditions dictate, or mechanical failures occur:

(1) All boat owners are responsible to be aware of the scheduled dates for commencement and completion of launch or/ haul out so they can schedule their preparation work accordingly, thus avoiding delays to other Members.

(2) The Club General Manager's permission is required for launch/haul out at any time other than the scheduled period.

(3) Boat owners must notify the Club of their approximate planned haul out date at least one week prior to the scheduled start of Haul Out so that a space allocation plan can be prepared. To minimize delays, Members should check with the General Manager or the Yard Master as to the approximate time when their boat will be lifted on the appointed day.

(4) If launch or /haul out is delayed for an unreasonable period by a Member not being ready the responsible boat owner may be subject to a fine as stipulated in Appendix "C". This includes the owner not showing up or if cradle repairs are necessary after boat has been lifted from the water, thereby holding up reasonable progress.

(5) Boat owners are required to sign a Use of Facilities and Services Agreement prior to the lifting of their boats absolving the Club of liability. Likewise, they are required to provide proof of liability insurance.

(6) No boat will be lifted until all accounts in excess of 30 days are paid in full, or arrangements made with the General Manager.

(7) Boat owners are expected to identify their own cradles at haul out time, keep them in good repair, and provide sufficient blocking as required to level cradle and facilitate lifting by the dolly if necessary. Also, to facilitate the process, owners should ensure they have sufficient help for the launch/haul out process. This will reduce delays and improve safety.

(8) The area surrounding your boat must be kept clean, including removal of paint spills and debris at launch. If this is not complied with the Club will assume responsibility for this and the responsible boat owner will be billed accordingly.

(9) If a boat owner does not intend to launch during the early phase of the launch process, they must inform the Manager and ensure that their boat is hauled out and stored in a location that will not interfere with the spring launch. If this is not done, or if the boat is delaying launch for other

members, the Club has the right to move the boat when and where needed at the expense of the boat owner to accommodate the spring launch. The Fees for moving boats during launch are detailed in Appendix “C”.

(10) Due to limited space, sailboat owners are required to remove spreaders from their mast while stored over the winter period. When possible, mast racks should be used. Failure to remove spreaders will result in a fee as set out in Appendix C.

(11) Damage to another boat as a result of preparation work done, including the movement of a boat by an outside party or the member, on a member’s boat is the responsibility of the offending member whether done by themselves or by a third party. The Club has no responsibility in such cases. All referenced movements must be approved by the General Manager.

(12) All masts, cradles, trailers, and boat stands must be clearly marked with the name of the boat owner or the boat name.

(13) Owners must remove trailers from Club property immediately following launch of their boat. Failure to remove will result in their removal and/or fee.

(14) During Launch and Haul-out, members and guests must check with the Yard-Masters where parking is permitted on that day. If in question, car keys must be given to the Yard-Masters or left in the car. These requirements are necessary to ensure that parked cars do not impede the movement of the Travel Lift or other equipment.

(15) Notwithstanding the foregoing, the Club reserves the right to refuse the lifting and transport of boats or masts if the operation is deemed to be unsafe by the Yard Master.

BOAT LAUNCH AND HAULOUT PROCEDURES

Personal Protective Equipment:

A certified CGSB and Transport Canada Personal Floatation Device (PFD) must be worn by any employee(s), Boat Owners or Volunteers who are engaged in work near or adjacent to the water where the potential of being accidentally knocked or inadvertently trip or fall into the water can occur. When the Travel Lift is being used to launch or haul out boats it will be mandatory for all personnel to wear a PFD.

CSA head protection: A CSA approved hard hat, with a chin strap, must be worn by any Employee(s), Boat Owners or Volunteers when engaged in the operation of the Travel Lift.

The Yard Master is designated as the person in charge (PIC) of boat lifting and transporting operations in RNYC yard during both launch and Haul out operations. All other personnel engaged in the operations shall take direction from the Yard Master. This includes RNYC boat owners, Members and persons assisting Members in the handling of their boats. Should the PIC determine that due to conflicting instructions and/or interference by the owners/members/or delegates – they

have the authority to stop the operation until a safe working environment is re-established. Boat owners are encouraged to and expected to “STOP THE JOB” if an unsafe act is being witnessed- Such situations shall be reported to the General Manager for resolution.

A minimum of two persons are required for any travel-lift **or travel dolly lift** operation, the Travel lift operator / **tractor operator** and lift coordinator or spotter. The spotter serves as a second set of eyes and directs the operator in all lifting and travelling operations whether by the travel lift **or by tractor and dolly**. The spotter must remain in clear view of the operator at all times and use hand signals to communicate with the operator. Except for the spotter, no one shall be within 5 m of the travel lift **or tractor** when it is in motion. A vessel shall not be lifted with persons on board.

LAUNCH

During launch, once the boat is lowered into the water and before the load comes off the slings, the boat owner or designate shall board the vessel to confirm that all is in order and gives the OK to release the slings.

HAUL OUT

The boat owner or designate shall position the boat in the launch bay and then get off the boat. Before moving the boat to the clean-up area, wooden blocking of sufficient height, provided by the Member, to enable access to a majority of the boat’s hull is to be placed and secured to support the boat. Travel the boat over the blocking and (if necessary) adjust the position of the blocking by using a long pole, board or boat hook. **NEVER ALLOW ANY PERSON TO PUT ANY PART OF THEIR BODY UNDER A SUSPENDED LOAD!**

The boat will then be lowered onto the blocking such that some load is removed from the slings while the slings support the boat and prevent the boat from tipping to either side. This will enable the owner or designate to pressure wash the hull. Following cleaning, the boat will be lifted and transported to its storage location.

Once in position, the boat is lowered into the vessel’s cradle or stands with some of the boat’s weight supported on the keel while other supports are installed. **NEVER PLACE ANY PART OF THE BODY IN THE SPACE BETWEEN THE BOAT’S HULL AND THE SUPPORT SURFACES!**

Once the vessel has been secured, and the boat owner or designate is satisfied that the boat is secure, the slings are released.

SECTION 9 MAST STEPPING AND UN-STEPPING

PROCEDURE

The Yard Master is designated as the person in charge of all aspects of stepping and un-stepping of masts. The RNYC personnel who will conduct mast stepping and un-stepping operations shall be the Yard Master and Assistant Yard Master. These persons may function as crane operator or rigger interchangeably as circumstances require. Only authorized personnel are permitted to operate the tractor. All other personnel engaged in the operations shall take direction from the Yard Master. This includes RNYC boat owners, Members and persons assisting Members in the handling of their boats. In this procedure “Owner” shall refer to the boat owner or designate.

A minimum of four persons are required for any mast crane operation, the mast crane operator, the rigger, the boat owner/representative, and an assistant (provided by the Owner/designate). The rigger serves as a second set of eyes and directs the operator in all mast maneuvering operations. The rigger must always remain in clear view of the operator and use hand signals or handheld radio (e.g. Walkie-Talkie) to communicate with the operator. Except for those directly involved in the mast lifting operation, no one shall be within 5 m of the mast crane when it is in motion. The operator uses the controls of the mast crane to position the boom to move, raise and lower masts. The operator shall take direction from the rigger, except for emergency situations.

Personal Protective Equipment:

A certified CGSB and Transport Canada Personal Floatation Device (PFD) must be worn by any employee(s), Boat Owners or Volunteers who are engaged **in work near or adjacent to the water** where the potential of being accidentally knocked or inadvertently trip or fall into the water can occur. When the mast crane is being used to step or un-step masts it will be mandatory for all personnel to wear a PFD.

CSA head protection: A CSA approved hard hat, with a chin strap, must be worn by any Employee(s), Boat Owners or Volunteers when engaged in the operation of the mast crane.

MAST STEPPING (RAISING)

1. The sling and all lines/ropes used to attach the mast to the boom are to be inspected for cuts, abrasions, degradation or stitching flaws prior to each use.
2. The Owner will place the lifting line at the lifting/pivot point on the mast and tie a bowline in one end of the lifting line, feed the bitter end through the bowline and attach the hook to the bowline, using a short lifting strap. The lifting line is then tied off below the gooseneck to take the load and to hold the sling at the lifting point on the mast.
3. The Owner will hold the lower end of the mast and the rigger will direct the crane operator as

the mast is lifted from the dolly.

4. **Under no circumstance shall any person stand or walk under a suspended mast.**
5. The rigger shall guide the free end of the mast to a position over the dock adjacent to the vessel, temporarily handing the free end to the owner/representative while the rigger transfers to the vessel.
6. Once aboard the vessel the rigger guides the mast to the mast opening or its step (base).
7. Once lined up, the rigger shall use hand signals or handheld radio (e.g. Walkie-Talkie) to direct the operator to lower the mast into place.
8. In cases of a keel stepped mast the owner/representative will go below and guide the mast into its step advising the rigger of any concerns.
9. The boat Owner / representative can now attach the stays and shrouds which will support the mast.
10. Once given the OK by the Owner, the rigger shall signal the operator to release the mast.
11. The rigger will then untie the lifting line from below the gooseneck, thereby releasing the lines and allowing the hook to be returned to its resting position.

If it is absolutely necessary to go up the mast, the Owner may do so at their own risk. RNYC employees are not required to climb ladders in this activity. When using a ladder, the following procedure will be followed.

1. An extension ladder will be secured to the mast and held in place by one of the boat owner's assistants. The person climbing the ladder shall wear a safety harness attached to a halyard which will serve as a fall arrest. A fourth person shall tail the fall arrest halyard around a winch and raise and lower the halyard to ensure the climber cannot fall.
2. **Under no circumstance shall any person climb a ladder without fall arrest.**

MAST UN-STEPPING (LOWERING)

1. The sling and lines / ropes used to lift the mast are to be inspected for cuts, abrasions, degradation or stitching flaws prior to each use.
2. The rigger shall direct the Owner to position the vessel in the desired location and shall ensure that the owner has secured the vessel properly so that there is minimal boat movement during the procedure. A minimum of a bow, stern and two spring lines shall be used.
3. Using hand signals or handheld radio (e.g. Walkie-Talkie), the rigger shall direct the operator to extend the boom and lower the hook to the lifting position.
4. For boats with one spreader, the lifting strap will be placed around the mast and the support line attached and then raised to the lifting position, which must be above the pivot (centre) point of the mast. The rigger in consultation with the owner shall determine the pivot point. The support line will then be tied off below the gooseneck to prevent the sling from putting any strain on the spreaders and to prevent the sling from moving upwards.
5. For boats with two or more spreaders or at the request of the Owner, the Wyse procedure will be followed. Rigging entails manipulating the lifting line such that it is looped around the mast forming a choke point at the lifting position above the spreaders and the other end is firmly attached to the mast below the gooseneck. The following procedure is for a back lift. To lift from the front, start with the halyard aft of the mast.
6. Using a halyard on the forward side of the mast, raise the lifting line to the lifting point on

the mast. Using another halyard positioned on the aft side of the mast, attach a weight and a tag line and raise the weight above the spreader and using the tag line swing it over the spreader and lower it forward of the mast. Attach one end of the lifting line to this halyard and raise it back up above the spreader and using the tag line swing it over the spreader and lower it aft of the mast. Repeat this procedure for the other end of the lifting line so that both ends are aft of the mast and the line is looped around the mast at the lifting point and hanging over the spreaders. It is preferable for this to be done at the Owners slip. To attach the lifting hook at the mast crane, tie a bowline in one end of the lifting line, feed the bitter end through the bowline and attach the hook to the bowline using a short lifting strap. Raise the hook to the lifting position while pulling through the bitter end so that a loop forms around the mast at the lifting point.

7. The lifting line is then tied off below the gooseneck to take the load and to hold the sling at the lifting point on the mast.
8. The rigger will direct the operator to raise the boom so as to support the mast. The boat Owner will then release the stays and shrouds and then secure them on the mast.
9. In the case of a keel-stepped mast the owner/representative will go below and guide the mast advising the rigger of any concerns
10. The rigger will then direct the operator to lift the mast until it's free and clear of the boat deck.
11. Supporting the base of the mast the rigger shall guide the mast to the dock.
12. The owner/representative will take temporary custody of the mast base, holding it securely while the rigger transfers to dockside.
- 13. Under no circumstance shall any person stand or walk under a suspended mast.**
14. The operator will lower the mast so that it is parallel to the ground and set it onto the mast dolly.
15. The rigger will release the lifting strap/line and the operator will return the boom to its resting position.

If it is absolutely necessary to go up the mast, the Owner may do so at their own risk. RNYC employees are not required to climb ladders in this activity. When using a ladder, the following procedure will be followed:

1. a step ladder will be secured to the mast and held in place by one of the boat owner's assistants. The person climbing the ladder shall wear a safety harness attached to a halyard which will serve as a fall arrest. A fourth person shall tail the fall arrest halyard around a winch and raise and lower the halyard to ensure the climber cannot fall.
- 2. Under no circumstance shall any person climb a ladder without fall arrest.**

SECTION 10 WHARVES

The following is a list of policies and rules, which shall apply to use of wharves or conduct on them:

WHARF OWNERSHIP

- (1) Wharves are at all times the sole property of the Royal Newfoundland Yacht Club.
- (2) A member who has paid all the required fees and who has been assigned a wharf space by the Executive shall be considered a registered lessee of a wharf space.
- (3) A member who has paid all the required fees and who has been temporarily assigned a wharf space by the Club Manager shall be considered a temporary lessee of a wharf space.
- (4) No person may use a wharf space unless they are a member of the Club or the operator of a registered visiting boat and has been assigned the wharf space and paid the required fees.
- (5) No alterations may be made to any part of a wharf space or surrounding structure without the written permission of the Club Manager. Any approved alterations or improvements undertaken by either the Club or the member become the sole property of the Club and may not be removed by the lessee.

WHARF ASSIGNMENT

- (6) Wharf space is assigned by the Executive or the Club Manager. A lessee of wharf space has no right to transfer, sublet or otherwise share the wharf space. Wharf space cannot be part of a boat purchase/sale.
- (7) The Executive may revoke a wharf assignment for just cause and the former lessee will immediately remove the boat from the wharf space. The balance of the deposit or wharf fees, if any, may, at the discretion of the Executive be refunded. If after two (2) written warnings (mail or email), the owner of the boat has not removed it from the communicated wharf assignment, the Club has the authority to move the boat to another berth and/or remove it from the water for storage onshore. In these cases, the owner will be subject to the fees outlined in the appendix.
- (8) The Executive and Club Manager have the right to assign wharf space and reassign it on a temporary basis to ensure maximum utilization of available wharf space.
- (9) Assignment of wharf space is by written application to the Executive, Wharf Coordinator, or the General Manager. Assignments will be on a first come, first served basis dependent on boat size and availability of a suitable dock. The General Manager shall keep a register of wharf space assignment and requests, available to the membership upon request.

- (10) Every lessee shall provide the Club Manager the name, measurements, and description of the boat to be docked in the wharf space.
- (11) Winter in-water storage is available if a written request is made to the Club Manager by October 15. Winter dock fees will be charged. Requests for winter wharf space will to the extent practical be accommodated with a registered lessee having priority to a wharf space and adjacent electrical outlet. Winter wharf space must be vacated before the start of the official spring launch.

VACANT WHARF SPACE

- (12) The Club Manager may temporarily reassign a wharf space which is vacant during the boating season. A lessee should give notice to the Club Manager of the dates of a planned absence from a wharf space during the boating season to allow the optimization of wharf space and to ensure the space is open upon return.
- (13) Where a registered lessee vacates an assigned wharf space on a long-term basis or fails to launch by June 30 in a boating season, the Executive, in its sole discretion, may reassign the wharf space.
- (14) A registered lessee who wishes to maintain an assigned wharf space but does not intend to use the space for a boating season or the balance of a boating season may pay the required fee and make application to the Executive to continue to be the registered lessee for the remainder of the season and also may make application for one further season. In the absence of special circumstances, if the registered lessee has not begun to occupy the wharf space by June 30 in the following year the wharf assignment may be terminated, and the wharf space may be reassigned by the Executive.
- (15) Where a lessee advises the Club Manager in writing by July 1 that wharf space is not required for the remainder of the boating season a portion of the balance, if any, of the wharf fees, may at the sole discretion of the Executive be refunded.

WHARF USERS RESPONSIBILITIES

- (16) All boaters are financially responsible for any damage they cause to a wharf or private property thereon.
- (17) The Club has the right to invoice a member's account for any and all costs which are necessary to repair damage caused to a wharf by the lessee or his boat.
- (18) As per Section 7, all lessees of wharf space shall carry not less than **\$1,000,000** Protection and Indemnity coverage as part of their Yacht Insurance Policy. Proof must be provided annually, upon renewal or upon request.
- (19) A lessee shall not engage in any commercial activity utilizing the Club facilities. This includes charter boat operations of any kind.

- (20) Where a lessee fails to move his boat from a wharf space as requested by the Executive or Club Manager the boat may, at the sole discretion of the Executive or Club Manager, be moved and the lessee will be required to pay the established fee.

SECOND BOAT POLICY

A Member may keep a second boat at the Club **if**, and **as long as**, there is available berth space. Available berth space shall be defined as vacant berths not allocated to full boating members or new full boating members approved by the executive with membership commencing within 30 days, or in special circumstances as determined by the General Manager.

In addition to wharf fees, the following fees will also apply to the second boat:

1. Harbour Dues
2. Security
3. Winter Storage (if required)
4. Launch and haul out fees (if required)
5. Other miscellaneous fees as applicable.

When an existing full member adds a second boat on a temporary basis, they will pay the daily fee applicable for that berth as per a visiting boat, or the yearly fees for that slip, whichever is the lesser of the two. All other applicable fees associated with the boat will apply.

In the event that all berths at the Club are taken and a full member application is received, the most recent member with a second boat shall either purchase a second full membership or vacate the berth and make it available to the new member. The member will be refunded on a pro-rated basis.

SERVICE WHARF, FUEL DOCK AND LAUNCH RAMP

- (21) The Service Wharf is defined as that area 50 feet on either side of the mast crane.
- (22) Only Club Members and / or registered visiting boats are permitted to use the Service Wharf, Fuel Dock and Launch Ramp.
- (23) The Service Wharf shall be used only for loading, unloading, taking on supplies, passengers, and water, and no boat shall remain tied up to the Service Wharf any longer than necessary, unless approved by the Club Manager.
- (24) The Fuel Dock shall be used for taking on fuel only. Posted safety rules must be adhered to while fueling. Please ensure all fuel lines are returned and secured properly before leaving the Fuel Dock.

WHARF RULES

- (25) All boarding ramps, lines, electrical cords and other objects should be properly set up and/or stowed to permit unobstructed movement on the wharves.

- (26) On the south wharf mooring lines must be tied to the wheel guards. On the north wharf, mooring lines should not be tied to wheel guards. Where possible the mooring posts should be used. If none are available, pass the line through the deck and around the large horizontal structural beam under the deck. In any case lines should never be tied to objects unintended for such purpose such as service poles or railings. Spring Lines must be used.
- (27) All dock lines must be removed by Dec 15th, or they will be removed or cut to prevent ice damage to pilings.
- (28) Carpet on wharves and pilings shall be removed at the end of each season to prevent damage to wharf planks and lifting of pilings by ice.
- (29) Every effort should be made by all lessees to keep noise to a minimum. No loud music or gatherings. Halyards must be tied-off.
- (30) All garbage and/or recyclables shall be placed in receptacles in designated areas of the grounds, and not left on the wharves.
- (31) Members are to return wheelbarrows to the west end of the wharves when they are finished with them.
- (32) Skateboards, scooters, and bicycles are not permitted on the wharves.
- (33) No running or horseplay on the wharves.
- (34) Members are responsible for the safety of invited guests and children. It is highly recommended that children wear a life jacket at all times when on the wharves.
- (35) Both the south and north wharves have coded gates which should be kept closed at all times. The code is available at the Club office and should not be shared with non-members.
- (36) Members or guests are not permitted to clean fish or dispose of fish offal on RNYC facilities.

WHARF ELECTRICAL GUIDELINES

- (37) It is VERY important to have a solid connection between the plug and the receptacle at both the wharf end and the boat end of your power cord. If the prongs on the plug are not perfectly clean you may be able to shine them with fine sandpaper to restore the bare metal surfaces. These connectors should then be liberally covered with dielectric grease. The completed process should make a solid connection which will prevent movement and subsequently overheating that will lead to a fire. Replace any component that might prevent a good connection.
- (39) The correct male plug must be used when plugging into the shore power connection, i.e., do not try to put a 15 Amp plug into a 20 Amp outlet on the dock. Any outlet that fails if this happens will be repaired and charged to the boat owner.

(40) Ensure that there is sufficient slack in the power cord feeding your boat. If stress is placed on the plugged ends it can result in the destruction of the connector and even a fire.

(41) If the breaker trips, it will be because of a higher load and not because of a poor connection. In the case of a tripped breaker, if you attempt to reset it yourself, please ensure that the cabinet cover is secured properly.

WINTERING BOATS IN THE WATER

(42) Eligibility

- Only vessels in good structural condition and seaworthy status may remain in the water.
- The Club reserves the right to deny or revoke winter-in-water privileges for any vessel deemed unsafe, improperly prepared, or inadequately insured.

(43). Relocation to Designated Wharves

- All boats wintering in the water must be relocated to designated wharves or slips as assigned by the Club.
- Relocation must be completed by November 15th.
- Outer wharves, floating docks, and exposed slips may not be used for wintering unless explicitly approved by the Club.
- The Club reserves the right to move vessels that are not relocated by the deadline, at the owner's expense.

(44). Insurance Requirements

Any member electing to store or winter a vessel **in the water** during the winter season must ensure that their marine insurance policy is current and provides coverage for that period. The minimum required coverage is Protection and Indemnity (P&L) liability coverage of a minimum of \$1,000,000 per occurrence, (or such higher limit as the Club may reasonably require from time to time).

Where the policy contains a **lay-up warranty or similar exclusion**, the member must provide written confirmation from their insurer that such a warranty has been **waived, amended, or endorsed** to permit in-water winter storage. Proof of such waiver or endorsement must be provided to the Club prior to the commencement of the winter storage period and upon any policy renewal. Proof of insurance must be submitted by October 1st.

Vessels that do not meet this requirement may be denied in-water winter storage or result in immediate removal of the vessel at the owner's expense.

(45). Mooring and Dock Lines (All Vessels)

- Boats must be secured with adequate, properly sized dock lines (as per manufacturer's specifications) suitable for winter conditions.
- Chafe protection is required on all lines where appropriate.
- Spring lines must be used where appropriate.
- Owners are responsible for inspecting and adjusting lines throughout the winter season.
- All members are financially responsible for any damage they cause to a wharf or to other vessels.

(46). Fenders (All Vessels)

- Sufficient fenders must be deployed to protect the vessel, neighboring boats, and docks.

- Fenders must be appropriate for winter conditions and positioned to accommodate fluctuating water levels and ice movement.

(47). Electrical Power

- Shore power connections must be marine-grade and in good condition.
- Extension cords must be marine rated and approved by the club.
- The Club is not responsible for power interruptions or equipment failure.

(48). Owner Responsibilities

- Owners must provide current emergency contact information.
- Boats must be checked regularly by the owner or a designated caretaker.
- Any condition that could endanger other vessels or Club property must be corrected immediately.

(49). Club Rights

- The Club reserves the right to board vessels, adjust lines, remove unsafe equipment, or take emergency action to protect life or property. In such cases, the Owner shall indemnify and hold harmless the Club, its authorized representatives, and / or employees who have taken such action to protect life or property on the Club's behalf.
- Any costs incurred due to non-compliance or emergency intervention will be charged to the vessel owner.

(50). Failure to comply with this policy may result in:

- Removal of the vessel from the water at the owner's expense
- Loss of winter-in-water privileges
- Additional fees or disciplinary action as determined by the Club.

SECTION 11 CLUB HOUSE

The following is a list of policies and rules, which shall apply to use of the clubhouse:

- 1) Except as herein otherwise provided, the Clubhouse shall be for use of members and their guests only.
- (2) The Executive may extend the privileges of the Clubhouse and premises to visitors on race days, dances and on other occasions and for such periods as the Executive may determine.
- (3) The Executive may, from time to time, determine the opening and closing hours of the Clubhouse.
- (4) Animals shall not be allowed in the clubhouse, except for visibly identified service animals.
- (5) Gambling shall not be permitted in the Clubhouse except on Casino nights or on such occasions as the Executive may approve.
- (6) If the clubhouse provides a section for children, the Executive may, from time to time, establish rules for conduct therein.
- (7) The washrooms shall be kept tidy and shall not be used for permanent or temporary storage of gear and clothing.
- (8) The privileges of the club shall be extended to any member of RNYC and any other recognized yacht club extending the same privileges to members of RNYC.
- (9) All guests are encouraged to sign the guest book.
- (10) All food and beverages consumed in the Clubhouse must be purchased in the Club.
- (11) Members must sign restaurant and bar bills after consuming their meal/drink or at the end of the event/day.
- (12) Any member of the Executive may govern, as occasion arises, conduct in the Clubhouse, and, in case of dispute, shall refer the matter to the Executive for a ruling.
- (13) Bathing suits or foul weather clothing and the wearing of hats shall not be permitted in the main lounge area of the clubhouse.
- (14) A Club member must sponsor all private functions held at the Club. A sponsorship form must be submitted to the Manager before such a function may take place.
- (15) A gratuity of 15% shall be applied to all bills for Club sponsored events.

(16) A member will be billed for their reservations for a social function at the club if the reservations are not canceled by noon of the day prior to the function.

(17) The Executive may open the restaurant to non-members as deemed necessary to generate additional revenue (excluding Club events).

SECTION 12 GROUNDS

The following is a list of policies and rules, which shall apply to the grounds:

PARKING

1. Parking shall be in designated areas only.
2. In no circumstances shall parking be permitted on roads or rights-of-way giving access to or from the Clubhouse.
3. Full members are permitted to park only one vehicle in the lower lot and channel area at a time. Any additional vehicles should be parked in the upper lot to provide access to parking adjacent to their boat to as many members as possible.
4. Guest parking is only permitted on the upper lot. Guest parking is not permitted past the Members only signs on the lower lot and channel area. Contractors are not permitted to use the lower lot unless the transfer of parts and/or equipment temporarily requires it.
5. Boat owners who plan to cruise for an overnight period or longer, are asked to park in the Upper parking area.
6. Parking shall not be permitted to interfere with the boat ramp, gas pump area, or service wharf.
7. During Launch and Haul-out, members and guests must check with the Yard-Masters where parking is permitted on that day. If in question, car keys must be given to the Yard-Masters or left in the car. These requirements are necessary to ensure that parked cars do not impede the movement of the Travel Lift

HOUSEKEEPING

8. The grounds shall be kept clean and tidy and any member responsible for causing debris or materials to lay about the premises shall be responsible for its immediate removal.
9. Animals ON LEASHES are permitted on the grounds, but owners must ensure that droppings are cleaned up on both the grounds and/or wharves
10. Cradles, stands, trailers and other gear shall be removed from the grounds immediately after haul out (or launch). If left in place at the end of the haul out (or launch) period they will be removed at the expense of the owner.
11. Dinghies and tenders shall not be left on the boat ramp.

12. Shrink wrap may not be left on club property, members must dispose of it away from the club themselves. Club dumpsters must not be used for the disposal of shrink-wrap. There will be fee charged to members who fail to comply with this requirement (See Appendix “C”).
13. All discarded oil must be placed in an appropriate drum located in the refueling area. Do not leave containers or filters in this area.
14. Large items of garbage shall not be left in garbage containers at the wharves but removed to the large ‘dumpster’ in the upper lot.

BOAT REPAIRS

15. The owner of any boat who intends to complete repairs must provide the General Manager with a description of the repairs to be done and estimated time required. Sufficient notice must be given to allow for a decision to be made as to whether they may proceed with the work on Club property. The Club reserves the right to require the Member to have appropriate insurance coverage in place prior to the start of repairs. The insurance coverage shall protect the Club and/or its Members from liability or damage resulting from the proposed work.
16. The Club reserves the right to refuse any work that it deems to be unsuitable for this facility.
17. Unless otherwise approved, all work must be done in the upper lot to minimize proximity of the work to other boats, vehicles or other property.
18. A waiver must be signed releasing the Club from any responsibility for damages that may be sustained to third party property as a result of the repairs.
19. The owner of the vessel to be repaired is responsible to ensure that any other property that could be affected by the repairs is properly protected from damage.
20. The boat owner is responsible for ensuring their contractor has WHSCC coverage and insurance.
21. Tanker trucks or any other mobile equipment or apparatus are not permitted on the Club property to fuel members’ boats.

BOAT MOVEMENT

22. Any movement of boats must be approved by the Club Manager. Third party contractors (or Members) are not permitted to operate cranes, boom trucks or other lifting devices on Club property unless they are certified and are approved by the Club Manager. The Club Manager may delegate this approval to the Yard Master but certain conditions must be followed:
 - a. All lifting operations must be monitored by a Club representative. This would normally be the Yard Master but can be delegated to a member with knowledge of safe lifting practices.

- b. All lifting or other operations by third party contractors must follow Workplace NL and OHS regulations.
- 23. If required, Club membership and adjacent property owners are to be notified of the date/time of lift so as to plan accordingly. This will be determined necessary by the Club Manager.
- 24. If a boat is to be lifted, insurance must be provided by the owner prior to movement of the boat.
- 25. No boat shall be moved or lifted off Club property, unless all outstanding fees are paid in full.
- 26. Damage to another boat as a result of any boat movement or lifting operation is the responsibility of the offending member whether done by themselves or by a third party. The Club has no responsibility in such cases.

WINTER STORAGE -ELECTRICAL GUIDELINES

- 27. Only CSA approved Electrical cords, in good condition and of the appropriate amperage are to be used to plug in boats in the Yard. i.e., do not try to put a 20 Amp plug into a 30 Amp outlet. If improper equipment or procedures cause a failure to occur, the boat owner will be held responsible, and any repair costs charged to their account.
- 28. Boat owners shall ensure that there is sufficient slack in the power cord feeding their boat to avoid a tripping hazard and/or stress on the cord which could result in the destruction of the connector and the creation of a fire hazard. Electrical power feeds utilizing multiple extension cords plugged end-to-end should have the male and female cord ends secured firmly together to prevent accidental unplugging due to movement of the cord(s), snow load, wind vibration, etc. All plug-and-receptacle junctions, whether at the source receptacle, at intermediate male-female junctions or at the boat should be protected from weather ingress.
- 29. Electrical power sources in the yard have GROUND FAULT CIRCUIT INTERRUPTER (GFCI) protection. This protection is for the safety of ALL personnel working with electricity in a damp, marine environment and is meant for YOUR protection! Any boat's electrical system that has a ground fault will trip this system and WILL NOT be permitted to be plugged in until the issue has been corrected. Please note, the GFCI is also susceptible to wet power cord plug/receptacles and can cause nuisance tripping unless the plug/receptacle is completely dry.
- 30. All electrical hook-ups are subject to approval by the Yard Master. Any deficiencies identified must be addressed prior to plugging in.

WINTER STORAGE -BOAT PREPARATION

31. Masts shall be removed from all boats stored on Club property.
32. Note: Any boat lifted during the sailing season and stored for a period of 21 days or more shall have their mast removed.
33. Only boat stands and cradles in good condition shall be used for boat storage.
34. The Club reserves the right to refuse the use of stands or cradles that are deemed to be unsafe by the Yard Master.

SECTION 13 POOL

Following is a list of policies and rules, which shall apply to the use of the pool area:

- (a) Use of the Pool is limited to Members and accompanied guests only.
- (b) All rules and regulations pertaining to the use of the pool shall be prominently displayed in the pool area and/or shall be communicated to the members through email.
- (c) No glasses or bottles shall be permitted in the pool area.
- (d) A qualified lifeguard shall be on duty at the pool in accordance with regulations established by the Executive.
- (e) The pool attendant, being the lifeguard or some person acting in their absence, shall be required to ensure all persons entering the pool are eligible members, spouses (including cohabitating partners) or their children under 24, or accompanied guests of members.
- (f) The Executive may require other specific rules to apply to the pool including admission fees for certain cases.
- (g) Animals are not permitted in the pool.
- (h) All food and beverages consumed in the pool area must be purchased at the Club.

APPENDIX B 2026 SCHEDULE OF WHARF & ELECTRIC FEES

WHARF FEES

Each wharf space in the Club has a number and an individual cost associated with it (Appendix E), which is based on the following criteria:

1. Length of main dock utilized by the berth, either as an end-on space or side on berths along the main dock. In the case of the end of the main dock or tee an equivalent length will be assigned to this berth as if they were end-on space.
2. Optional Catwalk assessed an additional charge based on length in feet of end-on main dock occupied.
3. Finger piers from the main dock will be assessed an additional charge based on feet of side-on space utilized.
4. Power charges on wharves, where available, are at a flat rate per berth, based upon the size of service. There are non-twist lock type plugs available for temporary use at no charge for those boats not having shore power connections.
5. Should it be necessary for the Club to relocate a member from his assigned dock for maintenance or any other valid reason, the Club will endeavor to make another suitable location available. The normal fee for that dock will be charged, provided the cost to the member does not exceed the rate paid for the permanent dock.

RATES

End-on of main dock	\$ 29.46/ft.
Side-on	\$ 14.73/ft.
End-on of main dock (Berth #'s 69-73)	\$ 40.17/ft
Side-on (Berth #'s 69-73)	\$ 20.08/ft.
Catwalk	\$ 6.70/ft.

SUMMER ELECTRIC CHARGES/ RATES

Charges are for use of Wharf electrical receptacles regardless of the amount of power consumed.

15 Amps	\$135.46
20 Amps	\$174.79
30 Amps	\$ 263.00
50 Amps	\$ 829.08

APPENDIX C 2026 MISCELLANEOUS FEES

Boating		\$0.51/sq. ft. (Length x Beam)
Harbour Dues		\$262.14/boat
Sail Canada Fees		\$44.00/Member
Winter Storage – boat, afloat or ashore		\$0.52/sq. ft. (Length x Beam)
Storage Fees on Club property for Boating Members during boating season		\$14.74/day
Mast lift (per lift)		\$59.00
Pressure washer		\$35.16/hr
Cradle transport (both ways)		\$107.10
Move boat to summer storage		\$107.84 Requiring travel lift. \$141.00 Requiring tractor/trailer. \$72.09 On owner's trailer
Move mast to summer storage		\$72.09/occurrence.
Spreaders not removed		\$357.00
Move trailer		\$70.68
Move boat stands		\$72.09
Summer storage for boat stands		\$72.09
Clean up after launch (if required)		\$143.82
Shrink wrap disposal (if required)		\$143.82

HAUL-OUT AND LAUNCH FEES

Weight of boat	Up to 10 tons	\$180.00/lift
	11-25 tons	\$240.00/lift
	more than 25 tons	\$276.00/lift

The time for one lift out is 1 hour. There will be an additional charge of \$119.34 for each additional hour the boat remains in slings.

If a member's boat is not ready at time of launch and is delaying the launch for other members, the Club maintains the right to move the boat and the member will be charged a fee of:

\$334.36	Move requires travel lift.
\$200.84	Move requires tractor/trailer.
\$134.64	Move done with boat on owner's trailer.

If a member's boat has not been moved from the wharf it has occupied over winter following the request of the General Manager, the Club maintains the right to move the boat to another wharf selected by the General Manager and the member will be charged a fee of \$325.00.

In the event an Owner or Designate is not available to prepare and assist in the Launching or Haul out of a member's boat and provided the owner has given authorization in writing (signed Launch document) the Yard Staff can prepare, launch, haul out, and secure a Member's boat. Charges will apply for this service as per the following:

1. \$132.60 per hour with a minimum charge of \$265.20
2. The hourly rate of \$131.27 shall also apply for any special work requested by a Member(s) undertaken by our Marina Staff that is outside of the standard launch and haul out procedures.

When a boat owner uses power during winter storage, whether in the water or on land, the charges are calculated as follows:

15 amp service = 1.0 units
20 amp service = 2.0 units
30 amp service = 3.0 units
50 amp service = 5.0 units

For the purpose of calculation of electrical service charges, the winter period shall be the period November-April inclusive and summer May-October inclusive. Fees are based on units/boat divided into total cost for power on docks.

All fees are subject to Applicable HST

APPENDIX D MEMBERSHIP REFUND AND INTERIM FINANCE POLICY

(Covering the sale of member's boat and cancellation of membership)

1. Any Member Who:

- a. Notified the RNYC prior to December 31 that they would not be renewing membership for the next boating season and moving their boat to a new location or private dock shall pay the following charges:
 - i. Storing boat & equipment on RNYC premises during the winter period and launches or removes boat & equipment prior to June 30 shall pay an amount equivalent to 50% of the yearly membership fees or \$12.00 per day whichever is the lesser amount, plus launch fees and all outstanding balances on their respective account.
 - ii. Storing of boat & equipment on RNYC premises for the winter months but has not launched or removed boat & equipment by June 30 shall pay an amount equal to 100% of the yearly membership fees, launch fees and all outstanding balances on their respective account.
 - iii. Failure to remove boat & equipment during any calendar year after allowing membership to expire will pay an amount equal to the full membership fees plus all outstanding balances on their respective account.

2. Any Member who:

- a. Sells their boat and ceases to be a member of the RNYC and have pre-paid a Full Membership & Other Fees during the current calendar year shall be entitled to a refund as per the following:
 - i. Sale of boat prior to launch and boat removed from RNYC premises prior to June 30 shall be entitled to a refund of:
 1. 50% of membership fees and
 2. 100% of other applicable Charges as listed in Schedule "C" of the RNYC Handbook,

Less any outstanding balances currently on file for their respective account.
Launch and moving charges incurred by the Club shall also be recovered.
 - ii. Sale of boat after launch and subsequent removal from premises after June 30 shall not be entitled to any refund.
- b. sells their boat must notify the General Manager within 14 days of the date of sale and ensure that the purchaser is aware that the boat must be removed from the RNYC premises immediately, unless the purchaser applies for and receives a Full boating membership or makes arrangements with the General Manager for removal of the boat.

3. Any Member who:

Has offered their boat for sale and have not launched and have declared their intent to give up boating and relinquished their Full Boating Membership with the RNYC shall have the right to:

- i. To store their boat at the RNYC, provided storage space is available, until such time their boat is sold provided:
 - a. they have paid all arrears on their respective account and, have paid an amount equivalent to 50% of the yearly membership fees or \$12.00 per day whichever is the lesser amount on an annual basis until the boat is sold, and
 - b. they have paid all other incurred expenses related to moving, loading or transporting boat and equipment during the storage period.
- ii. A Social Membership, if so desired, during the interim period of relinquishing Full Boating Membership and the sale of their boat for that calendar year, provided:
 - a. They have paid the annual Social Membership Fees as prescribed in the schedule of fees in the RNYC Handbook.
- iii. For Successive years see i above.

APPENDIX E BERTH FEES

	Wharf Width @		Wharf Length (Amended copy)	Length Only (Amended)	Wharf Fee 202..(Amended)
	\$26.78 /ft	Sub Total	Cat Walks \$6.09/ft Side on \$13.39 /ft Special wharfs \$18.26/ft	Sub Total	Total
1	9' x \$26.78	\$241.02	No cat walk or side on		\$270.44
2	11' x \$26.78	\$294.58	No catwalk or Side on		\$330.54
3	11' x \$26.78	\$294.58	No catwalk or Side on		\$330.54
4	13.83' x \$26.78	\$370.37	No catwalk or Side on		\$415.58
5	13.25 x \$26.78	\$354.84	No catwalk or Side on		\$398.16
6	13.33' x \$26.78	\$356.98	No catwalk or Side on		\$400.55
7	21' x \$26.78	\$562.38	30' x \$13.39	\$519.39	\$1,081.77
8	15' x \$26.78	\$401.70	30' x \$13.39	\$499.78	\$901.48
9	15' x \$26.78	\$401.70	31' x \$13.39	\$514.80	\$916.50
10	14.5' x \$26.78	\$388.31	31' x \$13.39	\$513.17	\$901.48
11	14.5' x \$26.78	\$388.31	32' x \$13.39	\$528.19	\$916.50
12	13' x \$26.78	\$348.14	32' x \$13.39	\$523.29	\$871.43
13	17.67' x \$26.78	\$473.20	16' x \$6.09	\$167.11	\$640.32
14	15.17 x \$26.78	\$406.25	16' x \$6.09	\$158.94	\$565.19
15	14.33' x \$26.78	\$383.76	13' x \$6.09	\$135.69	\$519.45
16	12.1' x \$26.78	\$324.04	12.5' x \$6.09	\$124.99	\$449.02
17	14.33'x \$26.78	\$383.76	13' x \$6.09	\$135.69	\$519.45

18	12.67' x \$26.78	\$339.30	12.5' x \$6.09	\$126.85	\$466.15
19	14.5' x \$26.78	\$388.31	14.5' x \$6.09	\$146.50	\$534.81
20	14' x \$26.78	\$374.92	13' x \$6.09	\$134.61	\$509.53
21	15.58' x \$26.78	\$417.23	17' x \$6.09	\$167.12	\$584.35
22	17.75' x \$26.78	\$475.35	17.5' x \$6.09	\$164.81	\$640.15
23	24.5' x \$26.78	\$656.11	48' x \$13.39	\$801.28	\$1,457.39
24	15.75' x \$26.78	\$421.79	48' x \$13.39	\$772.68	\$1,194.46
25	15.75' x \$26.78	\$421.79	15.75' x \$13.39	\$288.14	\$709.92
26	15.92' x \$26.78	\$426.34	15.75' x \$13.39	\$288.68	\$715.02
27	15.17' x \$26.78	\$406.25	15' x \$6.09	\$152.11	\$558.36
28	14.5' x \$26.78	\$388.31	14.5' x \$6.09	\$146.50	\$534.81
29	13.92' x \$26.78	\$372.78	13.67' x \$6.09	\$138.93	\$511.70
30	16' x \$26.78	\$428.48	16.5' x \$6.09	\$165.07	\$593.55
31	14.92' x \$26.78	\$399.56	14.75' x \$6.09	\$149.58	\$549.14
32	15.8' x \$26.78	\$423.12	14.67' x \$6.09	\$151.91	\$575.04
33	15' x \$26.78	\$401.70	14.17' x \$6.09	\$145.88	\$547.58
34	16.33' x \$26.78	\$437.32	17' x \$6.09	\$169.56	\$606.88
35	19.67' x \$26.78	\$526.76	47' x \$13.39	\$770.46	\$1,297.23
36	20' x \$26.78	\$535.60	47' x \$13.39	\$771.54	\$1,307.14
37	20' x \$26.78	\$535.60	40' x \$13.39	\$666.37	\$1,201.97
38	18.33' x \$26.78	\$490.88	40' x \$13.39	\$660.91	\$1,151.78
39	17' x \$26.78	\$455.26	No catwalk or Side on	\$55.58	\$510.84
40	15' x \$26.78	\$401.70	15.67' x \$6.09	\$156.13	\$557.83
41	14.25' x \$26.78	\$381.62	14.5' x \$6.09	\$145.68	\$527.30
42	14.42' x \$26.78	\$386.17	No catwalk or Side on	\$47.14	\$433.31

43	14.75' x \$26.78	\$395.01	14.83 x \$6.09	\$149.57	\$544.58
44	14.83' x \$26.78	\$397.15	14.33' x \$6.09	\$146.41	\$543.56
45	15.67' x \$26.78	\$419.64	15.83' x \$6.09	\$159.41	\$579.05
46	15.33' x \$26.78	\$410.54	15.33' x \$6.09	\$154.88	\$565.42
47	11.33' x \$26.78	\$303.42	11.33' x \$6.09	\$114.47	\$417.88
48	18.75' x \$26.78	\$502.13	18.75' x \$6.09	\$189.45	\$691.57
49	18.5' x \$26.78	\$495.43	45' x \$13.39	\$736.59	\$1,232.02
50	17' x \$26.78	\$455.26	45' x \$13.39	\$731.68	\$1,186.94
51	14.5' x \$26.78	\$388.31	14.5' x \$6.09	\$146.50	\$534.81
52	15.5' x \$26.78	\$415.09	15.5' x \$6.09	\$156.60	\$571.69
53	15.5' x \$26.78	\$415.09	15.5' x \$6.09	\$156.60	\$571.69
54	18.67' x \$26.78	\$499.98	18.66' x \$6.09	\$188.56	\$688.54
55	16' x \$26.78	\$428.48	No catwalk or Side on	\$52.31	\$480.79
56	15' x \$26.78	\$401.70	45' x \$13.39	\$725.15	\$1,126.85
57	17' x \$26.78	\$455.26	45' x \$13.39	\$731.68	\$1,186.94
58	17' x \$26.78	\$455.26	45' x \$13.39	\$731.68	\$1,186.94
59	15' x \$26.78	\$401.70	45' x \$13.39	\$725.15	\$1,126.85
60	15' x \$26.78	\$401.70	45' x \$13.39	\$725.15	\$1,126.85
61	15' x \$26.78	\$401.70	45' x \$13.39	\$725.15	\$1,126.85
62	15' x \$26.78	\$401.70	35' x \$13.39	\$574.90	\$976.60
63	15.47' x \$26.78	\$414.29	35' x \$13.39	\$576.44	\$990.73
64	15.47' x \$26.78	\$414.29	35' x \$13.39	\$576.44	\$990.73
65	17' x \$26.78	\$455.26	35' x \$13.39	\$581.44	\$1,036.70
66	17' x \$26.78	\$455.26	35' x \$13.39	\$581.44	\$1,036.70
67	18' x \$26.78	\$482.04	35' x \$13.39	\$584.71	\$1,066.75
68	15' x \$26.78	\$401.70	30' x \$13.39	\$499.78	\$901.48
69	17' x \$35.80	\$455.26	41' x \$18.26	\$1,081.03	\$1,536.29
70	20' x \$35.80	\$535.60	41' x \$18.26	\$1,123.61	\$1,659.21
71	20' x \$35.80	\$535.60	41' x \$18.26	\$1,128.12	\$1,663.72
72	18' x \$35.80	\$482.04	41' x \$18.26	\$1,078.92	\$1,560.96

73	22' x \$35.80	\$589.16	41' x \$18.26	\$1,135.69	\$1,724.85
74	15' x \$26.78	\$401.70	40' x \$13.39	\$650.02	\$1,051.72
75	15' x \$26.78	\$401.70	25' x \$13.39	\$424.65	\$826.35
76	16' x \$26.78	\$428.48	16' x \$6.09	\$161.65	\$590.13
77	14' x \$26.78	\$374.92	14' x \$6.09	\$141.44	\$516.36
78	19' x \$26.78	\$508.82	40' x \$13.39	\$663.10	\$1,171.92
79	19' x \$26.78	\$508.82	19' x \$6.09	\$191.96	\$700.78
80	19' x \$26.78	\$508.82	19' x \$6.09	\$191.96	\$700.78
81	15.5' x \$26.78	\$415.09	15.5' x \$6.09	\$156.60	\$571.69
82	15.5' x \$26.78	\$415.09	15.5' x \$6.09	\$156.60	\$571.69
83	17.5' x \$26.78	\$468.65	17.5' x \$6.09	\$176.81	\$645.46
84	14.33' x \$26.78	\$383.76	14.33' x \$6.09	\$144.78	\$528.53
85	18.5' x \$26.78	\$495.43	18.5' x \$6.09	\$186.91	\$682.34
86	13' x \$26.78	\$348.14	13' x \$6.09	\$131.34	\$479.48
87	12.33' x \$26.78	\$330.20	12.33' x \$6.09	\$124.57	\$454.77
88	22' x \$26.78	\$589.16	44' x \$13.39	\$733.00	\$1,322.16
89	18' x \$26.78	\$482.04	44' x \$13.39	\$719.93	\$1,201.97
90	15.83' x \$26.78	\$423.93	15.83' x \$6.09	\$159.93	\$583.86
91	14.5' x \$26.78	\$388.31	14.5' x \$6.09	\$146.50	\$534.81
92	15.33' x \$26.78	\$410.54	No catwalk or Side on	\$50.12	\$460.65
93	16' x \$26.78	\$428.48	16' x \$13.39	\$292.70	\$721.18
94	15.5' x \$26.78	\$415.09	15.5' x \$6.09	\$156.60	\$571.69
95	15.83' x \$26.78	\$423.93	15.83' x \$6.09	\$159.93	\$583.86
96	16' x \$26.78	\$428.48	16' x \$13.39	\$292.70	\$721.18
97	19' x \$26.78	\$508.82	47' x \$13.39	\$768.27	\$1,277.09
98	15' x \$26.78	\$401.70	47' x \$13.39	\$755.19	\$1,156.89
99	15' x \$26.78	\$401.70	43' x \$13.39	\$695.10	\$1,096.80
100	19' x \$26.78	\$508.82	43' x \$13.39	\$708.17	\$1,216.99
101	15.5' x \$26.78	\$415.09	No Catwalk or side on	\$50.67	\$465.76
102	12.67' x \$26.78	\$339.30	12.67' x \$6.09	\$128.01	\$467.31

103	12.33' x \$26.78	\$330.20	12.33' x \$6.09	\$124.57	\$454.77
104	12.5' x \$26.78	\$334.75	12.5' x \$6.09	\$126.32	\$461.07
105	13.5' x \$26.78	\$361.53	13.5' x \$6.09	\$136.39	\$497.92
106	12.75' x \$26.78	\$341.45	12.75' x \$6.09	\$128.83	\$470.27
107	13.17' x \$26.78	\$352.69	13.17' x \$6.09	\$133.06	\$485.75
108	12.67' x \$26.78	\$339.30	12.67' x \$6.09	\$128.01	\$467.31
109	13.67' x \$26.78	\$366.08	13.67' x \$6.09	\$138.11	\$504.20
110	16' x \$26.78	\$428.48	16' x \$6.09	\$161.65	\$590.13
111	15' x \$26.78	\$401.70	15' x \$6.09	\$151.55	\$553.25
112	15.67' x \$26.78	\$419.64	15.67' x \$6.09	\$158.32	\$577.96
113	15.5' x \$26.78	\$415.09	15.5' x \$6.09	\$156.60	\$571.69
114	18' x \$26.78	\$482.04	18' x \$6.09	\$181.86	\$663.90
115	18' x \$26.78	\$482.04	18' x \$6.09	\$181.86	\$663.90
116	14.67' x \$26.78	\$392.86	14.67' x \$6.09	\$148.22	\$541.08
117	15' x \$26.78	\$401.70	15' x \$6.09	\$151.55	\$553.25
118	16' x \$26.78	\$428.48	16' x \$6.09	\$161.65	\$590.13
119	16.75' x \$26.78	\$448.57	16.75' x \$6.09	\$169.24	\$617.80
120	16.5' x \$26.78	\$441.87	16.5' x \$13.39	\$301.85	\$743.72
121	15' x \$26.78	\$401.70	15' x \$6.09	\$140.69	\$542.39
122	14.67' x \$26.78	\$392.86	14.67' x \$6.09	\$148.22	\$541.08
123	14' x \$26.78	\$374.92	14' x \$6.09	\$141.44	\$516.36
124	15.5' x \$26.78	\$415.09	15.5' x \$6.09	\$156.60	\$571.69
125	15.83' x \$26.78	\$423.93	15.83' x \$6.09	\$159.93	\$583.86
126	14.5' x \$26.78	\$388.31	14.5' x \$6.09	\$146.50	\$534.81
127	15' x \$26.78	\$401.70	15' x \$6.09	\$151.55	\$553.25
128	16' x \$26.78	\$428.48	16' x \$6.09	\$161.65	\$590.13
129	14.5' x \$26.78	\$388.31	14.5' x \$6.09	\$146.50	\$534.81

130	14.5' x \$26.78	\$388.31	14.5' x \$6.09	\$146.50	\$534.81
131	15' x \$26.78	\$401.70	15' x \$6.09	\$151.55	\$553.25
132	x \$26.78	\$0.00	x \$15.30	\$0.00	\$0.00
133	17' x \$30	\$510.00	60' x \$17	\$1,106.38	\$1,616.38
134	x \$26.78	\$0.00	x \$15.30	\$0.00	\$0.00
135	x \$26.78	\$0.00	x \$15.30	\$0.00	\$0.00
	Special Main Wharf		Outer Channel Based on length of boat and beam		
	Special Main Wharf				

APPENDIX F VISITING BOAT POLICY

Non-member boats are welcome visitors at the RNYC. In order to accommodate the differing needs and requirements of local versus international voyagers they are classified into two categories:

1. Visiting Boats* – Boats originating from within the Province; and
2. Transient Boats – Boats originating from outside the province (ocean going yachts)

*Non-member personal watercrafts are not considered visiting boats and thus are not permitted to dock at the RNYC

1. Visiting Boats:

- | | |
|------------------------|--|
| a. Docking fees/day | \$1.10/ ft with a \$33.00 minimum |
| b. Electrical Fees/day | \$6.60 - 15 amp service
\$11.00 - 20/30 amp service
\$13.20 - 50 amp service |
| c. Maximum Stay* | 14 days within a 28 day period
The first day of a stay is day 1/28. |

a. Available Facilities:

- i. Fueling (with reservation)
- ii. Restaurant
- iii. Laundry and Shower
- iv. Pool

* Maximum stay may be altered under extenuating circumstances at the discretion of the executive.

2. Transient Boats

- | | |
|-----------------------------------|--|
| d. Docking fees/day | \$1.10/ft with a \$33.00 minimum |
| a. Electrical Fees/day | \$6.60 - 15 amp service N/A
\$11.00 - 20/30 amp service
\$13.20 - 50 amp service |
| b. Maximum Stay | No maximum. |
| c. Available Facilities/Services: | |
| i. Fueling (with reservation) | |
| ii. Restaurant | |
| iii. Laundry and Shower | |

iv. Pool		
v. Haul Out	<10 tons	\$283.36 / lift
	11 – 25 tons	\$425.04 / lift
	>25 tons	\$496.76 / lift
vi. Mast Crane		\$51.43 / lift
vii. Boat Storage		\$13.50 /day or \$300.00 per month
viii. Transportation of Boat		
	To storage	\$387.09 requiring travel lift
		\$256.85 requiring trailer

3. Registration and Club Policy for Visiting and Transient Boats

- a. Visiting and transient yachts are required to register, provide proof of insurance and endorse a usage waiver.
- b. The owner or representative of a visiting or transient yacht must ensure that the vessel is adequately secured and fendered to the satisfaction of the RNYC Yard Master.
- c. All visitors are required to follow all club policies and procedures.
- d. The RNYC reserves the right to deny entry or revoke berthing rights in any case of policy violation or in the event berthage is unavailable.
- e. The fueling of visiting or transient yachts shall be completed during normal work hours (8:30 – 4:30 -Monday to Friday) and be supervised by RNYC yard staff.
- f. Fueling on weekends can be arranged for an additional charge.