



Sunshine Bay Yacht Club

Rules and Regulations

# Rules and Regulations

## Sunshine Bay Yacht Club

South Seba Beach, Alberta





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## Sunshine Bay Yacht Club

## Rules and Regulations

The following rules and regulations for Sunshine Bay Yacht Club (SBYC) align with our Vision, Mission and Core Values as identified in the SBYC Strategic Plan. These rules apply to all persons using Club grounds and docks. A member is personally responsible for the conduct, acts and omissions of their family and invited guests.

### 1. Principles of SBYC

- 1.1. SBYC's purpose is to provide an operating base and social centre for family enjoyment of small cruiser sailboats. Membership is contingent on having a sailboat at the dock with exceptions for members 'On-Hold', Alumni and Honorary. All boats must be designed to accommodate overnight stay.
- 1.2. SBYC is a yacht club, facilities owner-managed, and business cooperative, entirely self-propelled. Its Shareholders and their family members who enjoy the Club's benefits are expected to contribute positively to the well-being of the Club and to its enjoyment by all, through their daily conduct, their care of Club grounds and assets, and through active participation in Club work parties, Club events, and Club management and administration.
- 1.3. SBYC is self-sustaining financially, supported primarily by member fees. It is prudently managed for continuing soundness and stability. It builds and maintains a capital reserve sufficient to fund foreseen replacement of Club assets and planned acquisitions.
- 1.4. SBYC's members value and are committed to responsible stewardship of the natural environment: within the Club area both ashore and afloat, and in and around Lake Wabamun generally.
- 1.5. SBYC's members value and are committed to maintaining the natural peace of the Club area and surroundings for the enjoyment of all including: Club members and their families and guests; the Landowners, their family and guests; neighbours of Sunshine Bay, and others using the Lake and its surroundings.
- 1.6. SBYC's members value, cultivate and mentor the arts of good seamanship and safe boating.
- 1.7. SBYC is a responsible, mature, and cooperative organization having a place, responsibilities, and a voice within the community of municipalities, Indigenous peoples, neighbourhoods, landowners, industries, parks, other boating clubs, and other stakeholders having interest in the stewardship of Lake Wabamun. SBYC supports local community events and is a hospitable neighbour.

### 2. Definitions

In the Rules and Regulations:

- a) "AGM" refers to the Annual General Meeting
- b) "Board" refers to the Board of Directors
- c) "Commercial activities (See rule 9.9)
- d) "Club" and "SBYC" refer to Sunshine Bay Yacht Club
- e) "Club Property" refers to all leased land and any other owned or leased assets, such as the clubhouse, club tender, storage building, docks, etc.
- f) "Dues" refer to the cost related to membership
  - Annual membership
  - Club Share (one time-refundable)
  - Initiation (one time-non-refundable)
- g) "Family" refers to the members, Spouse/ partner and any dependant children under the age of 19
- h) "Fees" refer to the cost related to the service provided by the club
- i) "Majority" refers to fifty percent (50%) plus one (1) for voting purposes, unless otherwise specified
- j) "Member in Good Standing" refers to a member that has fully paid-up dues and fee
- k) "Resolution" refers to a motion passed by a majority of votes cast by the membership or the board
- l) "Share Holder" refers to a person(s) that has purchased a share in the club
- m) "SGM" refers to Special General Meeting



### 3. Membership Categories

- 3.1. The Club will have membership categories for a “Regular”, “Provisional”, “Second Skipper”, “Temporary”, “Alumni” and “Honorary”. Renters are not members.
- 3.2. All persons wishing to become a member or renter shall submit an application to the Membership Director. After review by the Membership Director, the application will receive final review and approval at a scheduled Board meeting.

#### 3.3. Regular Members:

- Have been approved for membership by the board.
- Initiation Dues are paid and have purchased a Share in the Club.
- Have paid their annual dues.
- May elect to go on hold (not launch a boat) by paying their annual membership dues.
- Must meet the criteria for insurance coverage as outlined in Rule 5.1.
- May participate in all Club activities and use of all Club facilities.
- Are entitled to one vote at all general and special meetings.
- Are entitled to the use of one storage locker in the Sea-Can.
- Are entitled to serve on the Board.
- Are entitled to rent one moorage berth from the Club.
- Are entitled to all other services provided by the Club.
- Families are entitled to participate in all Club activities and use of all Club facilities.

#### 3.4. Provisional Members:

- Have been approved for membership by the board and are on the waitlist to become Regular Members.
- Must pay an annual fee to remain on the waitlist.
- Has paid Initiation Fee, (a one-time non-refundable fee), that allows them temporary access to rent a boat moorage berth, if a Regular Member goes on hold and are subject to the same fees as a regular members and must meet the criteria for insurance coverage as outlined in Rule 5.1.
- Will be returned to the waitlist immediately following Regular Members returning from being on-hold, in chronological order from date of confirmed intention and ahead of other Temporary Members on the waitlist.
- Are entitled to access of all onshore facilities and social events.
- The right to discontinue payment of the annual waitlist fee (when at the dock) and to use any previously paid waitlist fees to cover the Provisional Membership fee.
- Are not entitled to vote at a general and special meetings or hold a board position.
- Do not have access to storage of personal possessions in Club storage buildings, grounds, or camper trailer parking.
- Families are entitled to participate in all Club activities and use of all Club facilities.
- Club membership can be upgraded to “Regular Membership” when:
  - Berth availability occurs and,
  - A Club share is purchased. Any accumulated wait list fees may be used towards purchase of the Club Share.
- If a “Provisional Member” does not accept an offer to purchase a club share and become a Regular Member, they will be moved to the bottom of Provisional Members on the wait list.



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### 3.5. 2nd Skipper:

- Have been approved for membership by the board.
- Must declare that they have part ownership in the boat that they are 2nd skipper on.
- Have paid their annual dues. (Same rate as a regular member).
- May participate in all Club activities and use of all Club facilities.
- Are not entitled to vote at a general and special meetings or hold a board position.
- Have access to storage of personal possessions in Club storage buildings, grounds, or camper trailer parking in so much as has been awarded to the boats other skipper.

### 3.6. Temporary Members:

- Have been approved for membership by the board and wish to become members.
- Must pay an annual fee to remain on the waitlist.
- Have temporary access to a boat moorage berth if a Regular Member goes on hold and there are no Provisional Members ahead of them on the waitlist. When renting a mooring slip, they are subject to the same dues/fees as a regular member and must meet the criteria for insurance coverage as outlined in Rule 5.1.
- Will be returned to the waitlist immediately following Regular Members returning from being on-hold. In chronological order from date of confirmed intention and ahead of other Temporary Members on the waitlist.
- Are entitled to access of onshore facilities and social events only when renting a mooring slip.
- The right to discontinue payment of the annual waitlist fee when they have access to a moorageslip.
- May use previously paid waitlist fees towards upgrading to purchase a Provisional Membership.
- Are not entitled to vote at a general and special meetings or hold a board position.
- Do not have access to storage of personal possessions in Club buildings, grounds, or camper trailer parking.
- Families are entitled to participate in all Club activities and use of all Club facilities only so long as the member is renting a mooring slip.

### 3.7. Alumni Members:

- An SBYC Alumni Membership is available to past SBYC Regular Members with at least five (5) years of membership in good standing, by making an application to the Membership Director.
- Must pay an annual Alumni fee.
- As a member of the SBYC Alumni, an Alumnus (couple) is entitled to participate in all social functions of the club.
- SBYC annual Alumni Fee can be deducted from the proceeds of the member's share certificate redemption credit for the first year of Alumni membership.
- Has no voting or mooring rights and are not entitled to hold a board position.

### 3.8. Honorary Members:

- An individual who has provided long-term meritorious service to the club or the sport of sailing in general may be granted an "Honorary Membership". This is recommended by the SBYC Board and voted on by the membership at the club's AGM or a SGM, and as such special access to the SBYC.
- Has no voting or mooring rights and are not entitled to hold a board position.



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### 3.9. Renters:

- Are **not** members of the club.
- Have been approved for a mooring slip by the board but do not wish to become members.
- Have temporary access to a boat moorage berth if a Regular Member goes on hold and there are no Provisional or Temporary Members in line or willing to rent the slip. When renting a mooring slip, renters must meet the criteria for insurance coverage as outlined in Rule 5.1.
- Are not eligible to pay an initiation or share fee.
- Families are entitled to participate in all Club activities and use of all Club facilities only so long as the member is renting a mooring slip.
- Are subject to a different fee structure than club members.
- Are excluded from the eight (8) guests benefits (9.2).
- Do not have access to storage of personal possessions in Club buildings, grounds, or trailer parking.

## 4. Dues Fees and Shares

- 4.1. Fees and the schedule for payment are determined by the Board and presented at the Annual General Meeting as outlined in Article #110 in the Certificate of Incorporation.
- 4.2. Notice of dues and fees payable will be sent to members at the address shown on Club records at least 30 days prior to the due date. If dues and fees are not paid by the due date, notice of delinquency will be sent to the member specifying that unless payment in full is received within a further 15 days, all that member's rights, title, and interest in the Club shall be forfeited to the Club, share cancelled and membership revoked without further notice.
- 4.3. Members cannot loan, lease or transfer title of their Club share without the written consent from the Board.
  - 4.3.1. Failure to pay member dues when going on hold by the due date (see Rule 4.2) disqualifies/voids the members share.
- 4.4. Regular Members who choose to become inactive (go on hold) can remain in good standing by:
  - a) Notifying the Membership Director in writing about their intention not to launch their boat prior to the annual renewal date.
  - b) Making payment of their annual dues ensures a share holder may continue to be a Member in Good Standing with the same privileges as a Regular Member, only without mooring privileges.
  - c) In the event the full yearly dues and fees are paid by the payment deadline, and a decision is made later to not launch the boat, a full refund will only be provided if notice is given in writing, two weeks prior to the "official boats-in date". (If relevant, be mindful of Rule #17.4.)
  - d) When annual moorage fees have been paid and the boat is not launched for whatever reason after the boat-in date, SBYC will provide a refund based on how much the slip can be rented for, if at all, (If relevant, be mindful of Rule #17.4).

## 5. Insurance

- 5.1. All boats shall be insured with respect to public liability and property damage with such minimum limits as set by the Board (currently minimum \$1,000,000.00 liability). Members must provide a copy of their current certificate of insurance with submission of their annual membership fees.

## 6. Responsibilities of Board

- 6.1. Annually after receipt of annual dues and fees, the Membership Director will supply all members a digital copy of the clubs current Strategic Plan, Rules and Regulations, Code of Conduct, Directors Role Descriptions and map of Moorage Slip Assignments.



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- 6.2. The Board is responsible to address all issues as they arise in a fair, effective and practical manner, including new and emerging issues not considered in the current Rules and Regulations.
- 6.3. While members of the same family may serve on the board at the same time, only one family member can possess SBYC bank account signing authority.
- 6.4. Board members are responsible to address issues in a fair and impartial manner, setting personal interests aside, declare when and abstain from decisions where a conflict of interest may be involved.
- 6.5. Annual dues and fees will be set by the Board and presented at each AGM, wherein any increase overall of more than (10%) ten percent over the preceding year must be approved by the general membership.

## 7. Member Obligations

- 7.1. All Members
  - 7.1.1. Will be current in their payment of annual membership dues and applicable fees.
  - 7.1.2. Will abide by the Club's Rules & Regulations and Code of Conduct.
  - 7.1.3. Will respect other members, members property and Club facilities.
  - 7.1.4. Will recognize the authority of the Board and Landlord to move any property stored on Club premises in accordance with the Rules & Regulations.
  - 7.1.5. Will provide the Membership Director with current billing and contact information.
- 7.2. All Memberships will expire at the conclusion of the period allowed for you to pay your membership for the following year.

## 8. Withdrawal and Expulsion of Members

- 8.1. Any Member may resign their membership by written notice to the Membership Director. Their resignation will be accepted after their boat, equipment and personal property have been removed from the Club property.
- 8.2. Any Property of the Club that is in a member's possession must be returned to the Club within 15 days of the member's resignation.
- 8.3. Any member who is in violation of the Club's Rules and Regulations or Code of Conduct, who is found guilty of conduct unbecoming of a member, or whose conduct is otherwise considered detrimental to the Club may be reprimanded by the Board, up to and including expulsion.
- 8.4. On receipt of a complaint or notice of a violation by any club member, the Commodore will call a meeting between the Board and the alleged offending member (the "respondent") and will send written notice of the meeting to the respondent no less than (15) days prior to the meeting by registered mail to his or her last known address.
- 8.5. Any decision regarding the conduct of a member, including any reprimand, will be passed by a two-thirds majority of the board.
- 8.6. Subsequent to the meeting regarding conduct, a decision of the Board will be sent to the member by registered mail to his or her last known address.
- 8.7. A decision regarding conduct may be appealed by the respondent, in writing, to the Commodore within thirty (30) days of receiving the decision, whereupon the Commodore will call a meeting of the Board to hear the appeal.
- 8.8. An appeal to the Board regarding conduct may be further appealed to the general membership by way of a special general meeting, which will be scheduled for no later than thirty (30) day from the date the notice of appeal is received.
- 8.9. At a special meeting called for an appeal regarding conduct, a vote to reverse the previous decision, made by secret ballot and requiring a two-thirds majority, will immediately restore the member's previously held status.
- 8.10. A decision being appealed will remain in effect until an appeal reverses the decision.





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- 8.11. Any reprimand, including expulsion from the Club, does not relieve an individual from the payment of any dues, fees or other debt owed to the Club.

## 9. Access to and Use of Club Property

- 9.1. Access to and use of the Club area is restricted to all members in good standing, their family and invited guests, as well as the Landowners, their family and guests.
- 9.2. A member who is present at the Club may at one time have up to eight (8) guests. Hosting more than eight guests at one time requires prior Board approval. Approval will be subject to consideration of concurrent Club activities, enjoyment of members, and any other factors deemed relevant.
- 9.3. Accessing the Clubhouse or property for a private function in the off-season requires that you request approval through the Facilities Director and prior Board approval.
- 9.4. Adjacent property outside the Club area is for the sole use of the Landowners and their family, except in the event of emergencies.
- 9.5. Boat trailers may be stored during the sailing season on the periphery of the designated vehicle parking lot. Trailers must be arranged to maximize available space and to avoid encumbering space for vehicle parking.
- 9.6. Vehicles are to be parked only in designated areas. Avoid blocking the Landowner's two access laneways. The parking area adjacent to the Gazebo is reserved as a temporary loading zone and handicap parking. Parking vehicles on the foreshore is not allowed unless deemed necessary for Club purposes (such as maintenance projects, loading/unloading of vehicles or as overflow parking for large events).
- 9.7. Occasional overnight parking of recreational vehicles and campers is permitted in the parking lot subject to prior approval by the Facilities Director.
- 9.8. Limited seasonal camper stalls are available upon application to the Membership Director and payment of an additional rental fee. Vacant stalls are assigned on a first come, first serve basis. Members must have a registered boat, with annual fees paid, and moored at the SBYC docks to be eligible for a trailer spot. (No boat / No camper trailer either!)
- 9.9. Commercial activities are not permitted on Club lands or docks.
- 9.10. The Club and landowners assume no responsibility for boats, boat trailers or camping trailers stored on the SBYC site or adjacent property. Insurance coverage of personal property kept on Club property is required and the responsibility of the owner.
- 9.11. Boats, boat trailers or camping trailers are not to be stored on the SBYC site during the offseason. All such property must be removed from Club property by October 31st or as specified by the landowner.
- 9.12. There is a one vehicle per unit limit, for vehicle parking in the seasonal camper trailer area, all other vehicles should be parked in the main parking lot.





## 10. Boat Size Restrictions

10.1. All boats must conform to the following size criteria: (With the exceptions of boats that were in the club prior to the 2010 sailing season).

- Maximum length - 30 feet
- Maximum beam - 10 feet 6 inches
- Maximum displacement - 9000 lbs

## 11. Assignment of Dock Berths

11.1 The Dockmaster is responsible for assignment of dock berths for active members in good standing. The Dockmaster may assign a maximum of one berth per member, subject to numerous considerations including beam, draught and/or displacement. Maximizing the potential use of space on the docks is important to accommodate the need of returning and incoming members. Changes to berth assignment may occasionally occur under the discretion and final authority of the Dockmaster. A member may appeal the Dockmaster's assignment of a berth, or absence of such assignment, in writing to the Dockmaster. The Dockmaster shall refer the appeal to the board at the first available opportunity. The Dockmaster will inform the member, of the Board's decision, as soon as possible after a decision has been rendered.

- a. Selling a boat with its slip is strictly a member benefit, not available to provisional members or those temporarily renting space at the dock. The sale of boats among persons on the wait list does not change the rank order of those on the wait list.
- b. A member wishing to sell their boat with a membership (including club share) will notify the SBYC Membership Director of their intention prior to finalizing a sale. The Membership Director will provide the potential buyer with an "Application for Membership" questionnaire and a digital copy of the SBYC Rules & Regulation and Code of Conduct. The questionnaire application will be reviewed by the Board at the next scheduled board meeting. If approved, the Membership Director will collect the applicable fees and dues as required and inform the Dockmaster with the applicable information required for the dock allocation records.

### 11.2 Priority of Dock Assignment:

- **1<sup>st</sup> Priority:** A Regular Member in good standing (has paid all fees and dues for the year and insurance requirements are met).
- **2<sup>nd</sup> Priority:** In the event that a Regular Member sells his or her boat at any time of the year to a non-member, the new owner of that boat may be assigned a berth providing that:
  - The boat seller is not remaining in the Club with a different boat; and
  - The new owner is successful in application to become a Regular Member.

If the boat seller is remaining at the club with a different boat, the new owner may make application for SBYC membership. If the Club is maintaining a waitlist, the new owner has the option of choosing a 4th or 5th priority status.

If an active member sells his or her boat mid-season to an existing member, the boat's berth assignment will be subject to the discretion of the Dockmaster.

- **3<sup>rd</sup> Priority:** Members returning from being on-hold. If a berth is not available, the returning member will be placed on the waitlist ahead of Provisional members. Members wishing to return from being on hold must notify the Membership director in writing (letter or e-mail a minimum of 2 weeks prior to boats in)
- **4<sup>th</sup> Priority:** Individuals who have purchased a Provisional Club Membership (onetime, non-refundable payment) prior to berth availability.
- **5<sup>th</sup> Priority:** Temporary or renters (potential new members) on a waitlist, based on first come, first-serve basis and in chronological order from date of confirmed intention in writing (letter or email).



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- To maintain a place on the wait list, an annual, non-refundable fee must be paid. This fee (which may accumulate each season while on the wait list) may be used to cover the cost of a provisional club membership or the usual initiation fee paid with a new membership.
- **6th Priority:** Members with annual membership fees outstanding as of the established deadline for payment that does not exceed two (2) weeks.
  - A member's annual dues are only for Club membership and do not confer any right or interest in a particular berth. A member is not entitled to loan, sublet, or rent an assigned berth. All such rights remain in the Club and are managed through the Dockmaster.
  - Providing berths for visiting boats may be possible subject to availability and approval by the Dockmaster. A visiting boat may remain at SBYC for up to 48 hours on a non-recurring basis, for example, for participation in club events. Such temporary privileges may be further extended, but for not longer than seven (7) days as per the SBYC License Agreement, and then as extended by permission in writing from the SBYC Board for a second limited period for reasons such as foul weather, mechanical or structural breakdown, collisions etc.

## 12. Club Security

- 12.1 All members are responsible to ensure the security of Club property at all times. The front gate is to be closed and padlocked by 10:00 PM daily or when less than two members occupy the Club – whichever occurs first. When in doubt about attendance, err on the side of caution. Talk to other members to determine who will take responsibility to close up the Club.
- 12.2 Closing up the Club will fall on the last person to leave the property. This responsibility requires that the following tasks are completed:
  - All open fires are properly extinguished.
  - Gas lines to barbeques are turned off.
  - All Clubhouse lights are turned off.
  - Doors to the Clubhouse and the 4 storage sheds (tool, fuel, C-can and green shed) are locked.
  - Doors to the bottle shed are closed.
  - Entrance gate is closed and padlocked.
- 12.3 Members are responsible to learn how to perform the tasks that help to ensure security of the property. The Facilities and Membership Directors can help explain these procedures.
- 12.4 Club-related padlock combinations or access keys are not to be shared with non-members.

## 13. Safety and Seamanship

- 13.1 Open fires are not permitted except in the designated fire pit at the gazebo. Open fires are not permitted in the parking lot or at the seasonal trailer camping area (Gas fired BBQ's and Fire pits are allowed).
- 13.2 Fireworks are prohibited from Club grounds and docks.
- 13.3 Open flame appliances or tools are not to be used on or directly over the dock surface. A barbecue can be used on a boat at dock **provided it does not overhang the dock**.
- 13.4 The Club fuel shed is a dedicated storage space for all types of fuel (including gas, diesel, oil, solvents, propane, stove fuel, etc.) to ensure that highly flammable and volatile products are isolated from other reactive substances (such as fertilizer, etc.). Only containers approved for their contents are to be used. Containers must be clearly marked with the owner's name, boat name and type of fuel or fuel mix, as required. Storing fuel in other buildings (such as Clubhouse basement, tool shed, C-can and green shed) is strictly prohibited.
- 13.5 Members are responsible to ensure that their children and guests who are under the age of 10 are always under direct supervision of a responsible adult.
- 13.6 Members are responsible to always ensure that children and guests under the age of 10 wear a personal flotation device (PFD) while on the Club docks or traveling in the Club-owned boats.



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- 13.7 Members are responsible to always ensure that anyone operating or riding in club owned boats always wear an approved PFD or life jacket.
- 13.8 To help ensure an appropriate emergency response, members are required to display contact information on a 3 x 5-inch card in the port light closest to the boat's boarding area. Information will include appropriate contact phone numbers of the boat owner(s). The Membership Director will ensure that a current membership contact list is kept on the bulletin board within the Clubhouse and on the web site on the member's page.
- 13.9 Members are responsible to secure boats while in the berth to protect neighbouring boats and docks from damage. Docking lines must meet minimum standards as outlined:

Vessels less than 20 feet	3/8" line or larger
Vessels 20-30 feet	1/2" line or larger

- Nylon docking lines are the accepted best choice. Polypropylene docking lines are prohibited.
  - Each boat is secured with a minimum of 4 lines (spring, bow, stern and quarter)
  - No part of the boat or appendages (such as bow sprit or dropped mast) will extend over the main dock impeding pedestrian traffic.
  - If you have any question on how to properly secure your boat, ask the Dockmaster.
- 13.9 Docks are not to be used to launch water skiers, etc.
  - 13.10 Sailboats shall use auxiliary engines when entering and leaving docks, except in the case of an engine failure.
  - 13.11 All vessels will use minimal speed required to ensure safe steering when maneuvering on the water near SBYC docks. Approaching docks under excessive speed creates increased risk to docks, moored boats and swimmers.
  - 13.12 Swimmers are requested to stay within designated swimming areas and away from active passages commonly used by boats approaching or leaving docks. Swimmers must also stay on alert for other watercraft (such as personal watercraft or ski boats) that may pass by close to SBYC docks.
  - 13.13 Firearms, air or gas-powered rifles and pistols, bows, slingshots, spears and all other potentially dangerous weaponry is strictly prohibited from Club grounds and docks.

## 14. Club-Owned Boats

- 14.1. The Fleet Captain is responsible for the management and use of Club-owned boats. Their use is restricted to supporting Club events and work parties. Recreational use of boats by members is prohibited.
- 14.2. Operation of the Club boats is restricted to members who have been trained by the Fleet Captain and qualified as competent operators, and then only with permission of the Fleet Captain. (In the event of an emergency this rule may be waived).
- 14.2. The consumption of alcohol is strictly prohibited by anyone operating or riding in club boats.

## 15. Environmental Considerations

- 15.1. Batteries may be charged on Club premises in the approved closure especially dedicated for this purpose (ensuring good ventilation and isolation from open flames). Members are requested to use the Club-provided charger (with tender/auto shut-off). Battery charging is only to occur on site in emergency conditions with the owner present at the Club. Batteries under charge must be labeled with owner's name and date and time that the charge was initiated. Charging must not exceed a 24-hour period.
- 15.2. Discharge of black water (toilet waste) into Lake Waban is prohibited.
- 15.3. Discharge of grey water (sinks, showers) into Lake Waban is strongly discouraged.
- 15.4. Contents of boat holding tanks and self-contained toilets can be disposed in the Club holding tank located outside on the east side of the Clubhouse.



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- 15.5. Members are responsible for removing personal boat garbage from Club premises. Garbage receptacles on the premises are reserved for Club use only. Burning of waste materials in the fire pit is restricted i.e.: no plastics, flammable products, metals, aerosol cans, garbage, etc.).
- 15.6. Members are welcome to recycle their bottles and cans in the bottle shed.

## 16. Peaceful Enjoyment

- 16.1. Members are encouraged to welcome and briefly act as host to any visitor or lake neighbour who might drop by out of friendliness and curiosity. Membership information is generally available in the Club mailbox (near message boards) to share with visitors, upon request.
- 16.2. The peaceful and quiet environment of Sunshine Bay is an enduring and valued attribute of SBYC. Any activity that may disturb this peaceful enjoyment for members or Sunshine Bay neighbours is strongly discouraged. For example, members are encouraged to be respectful and sensitive to others when using stereos and radios and when running power generators and engines on dock.
- 16.3. The Clubhouse and gazebo are also additional assets that enhance living at the Lake and a communal space that will be shared with many people. In the spirit of cooperation, a courteous and respectful approach to others is essential, especially when using these facilities. Members are encouraged to consider the following guidelines:
- Avoid monopolizing communal space: attend to tasks at hand and then make way for others do so the same.
  - Leave cooking areas such as the kitchen and barbeques cleaner than when you found them.
  - Maintain cleanliness of bathroom facilities after personal use with the same intent as cooking facilities.
  - Do not leave personal items in common areas when you leave. Additional storage space is available for items that you do not wish to store in your boat or vehicle.
  - Overnight sleeping in the Clubhouse is not permitted (including the common area and caretaker's room).
  - Refrigerators and freezers in the green shed are provided for members for temporary storage of food items. The refrigerator in the Clubhouse is reserved exclusively for Club functions and storage of Club supplies. Personal items and food are not to be stored in the clubhouse.
  - Club supplies such as plastics (cups, cutlery, garbage bags, food wraps) and paper products (toilet paper, toweling, plates), and cleaning products are reserved exclusively for Club use. Members are prohibited from using these items for personal use.
  - The crawl space under the Clubhouse is reserved for storing Club-owned items. Space may be available for members on an exception basis upon receiving approval from the Facilities Director.
- 16.4. Members who bring pets to the Club are asked to be sensitive to the impact that animals may have on the comfort level of other members. The following rules apply when pets are present at the Club:
- Pets are to be kept under direct supervision of owners at all times.
  - Dogs are to be leashed.
  - Pets are prohibited from entering the Clubhouse or Clubhouse deck.
  - Pets should be tethered away from the Clubhouse steps or ramp and walkway to ensure they do not interfere with member's access to those areas.
  - Pet owners are responsible for scooping poop. Poop can be either disposed in the holding tank or taken home. Dumping poop in wooded areas is not allowed.
  - Pets causing a disturbance must be immediately restrained and isolated from people and other animals.
  - The Board will deal justly and effectively with any complaint made about pet-related issues. The Board will apply restrictions where deemed appropriate, to all pets equally.
  - Failure to properly dispose of pet waste, manage pet behaviour or respond to a Board request in managing pet-related issues will result in a loss of visiting privileges for those pets in question.



## 17. Camping Trailer Rules & Regulations

- 17.1. SBYC's purpose is to provide an operating base and social centre for family enjoyment of small cruiser Sailboats, as well for the use of camper trailers for a limited number of members.
- 17.2. SBYC limits the number of trailer spots available for yearly rent by members of the club. Trailer spots (individual location) will be decided by the Facilities Director.
- 17.3. Members requesting space must submit their request in writing to the Membership Director. The board will approve each request and reply to all requests in a timely manner. All available spots are on a first come basis.
- 17.4. Members that are currently renting a trailer space will maintain their spots until they no longer require a trailer spot. However, members must have a registered boat, with annual fees paid, and moored at the SBYC docks to be eligible for a trailer spot. (No boat / No holiday trailer either!)
- 17.5. Members that are renting trailer spots must have a trailer onsite for no less than 50% of the months of May thru October (weekends or full-time use).
- 17.6. Camp trailers must be removed from the property no later than Oct 31<sup>st</sup> each year.
- 17.7. The Membership Director will keep a current waiting list for members wanting to apply for available or upcoming trailer spots.
- 17.8. All camp trailers on SBYC property must have liability insurance. SBYC does not assume any responsibility for trailers and equipment left on SBYC property.
- 17.9. Annual rental fees will be set by the board on a yearly basis and are due to be paid with regular annual membership fees.
- 17.10. No fires are permitted in the trailer area.
- 17.11. One vehicle per trailer can be parked in the trailer area. All other vehicles should be parked in the main parking lot.
- 17.12. Members will respect each other's right to reasonable conduct in the trailer area. Music and other related noise will be always kept to a minimum. Quiet times between the hours of 10:00 p.m. and 9:00 a.m. will be observed.

## 18. Trailer Size & Mobility Restrictions

- 18.1. SBYC reserves the right to limited trailer size. Any trailer size over 28 feet in length must receive board approval
- 18.2. All trailers must be kept in a mobile state for removal if necessary, to allow for tree culling or other board approved actions.