

BAIE-D'URFÉ YACHT CLUB



**Location: Bertold Park (corner of Churchill),
20650 Lakeshore Road, Baie-D'Urfé QC; (514) 457-3382; www.bdyc.com**

MEMBER'S HANDBOOK

Revised – March 2026

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COMMODORES

1960 Frank Booth	1980 John Charters	2000 John Hillsdon	2020 Chris Atack
1961 Tony Kingsmill	1981 John Charters	2001 Liz Eaman	2021 George Bennett
1962 Bob Stedman	1982 Les Dickie	2002 John de la Durantaye	2022 George Bennett
1963 Don Lewis	1983 Les Dickie	2003 Stephen Gruber	2023 James Hogg
1964 Don Lewis	1984 Chuck Bissegger	2004 Stephen Gruber	2024 James Hogg
1965 Dave Olive	1985 Chuck Bissegger	2005 Stephen Gruber	2025 Margaret Stewart
1966 Bob Franklin	1986 Jim Leblanc	2006 Kurt Brandt	
1967 Bob Franklin	1987 Jim Leblanc	2007 Kurt Brandt	
1968 Bill Burk	1988 Peter Brown	2008 Bernard Lacasse	
1969 Bill Bark	1989 Peter Brown	2009 Bernard Lacasse	
1970 Doug Gray	1990 David Pelling	2010 Ralph Nener	
1971 Doug Gray	1991 David Pelling	2011 Ralph Nener	
1972 Ken Waldie	1992 Roger Arcoite	2012 Ralph Nener	
1973 Ken Waldie	1993 Dorothy Tyler	2013 Ralph Nener	
1974 Don Moreton	1994 Bill Cloutier	2014 Bernard Lacasse	
1975 Don Moreton	1995 Bill Cloutier	2015 Bernard Lacasse	
1976 Jack Adams	1996 Andrew Clark	2016 Richard Giasson	
1977 Jack Adams	1997 Don Lewis	2017 Richard Giasson	
1978 Phil Whittingstall	1998 Tony Pattinson	2018 Chris Atack	
1979 Phil Whittingstall	1999 Adrian Budd	2019 Chris Atack	

A LOOK AT THE BAIE-D'URFE YACHT CLUB IN 2026

Dear Fellow Members

Welcome to another great season at BDYC! After a long cold winter, everyone is eager to get back on the water and enjoy the unique pleasures of sailing. There is nothing quite like heading down to the BDYC harbor, whether you plan to race, cruise or just work on the boat and relax with your fellow sailors.

Our members really are a friendly crew— they'll cheerfully volunteer to help you put up a mast, fold your sails or haul a dinghy up the ramp. In fact, volunteers are at the very heart of the BDYC community. The club could not function without the help of the many individuals who donate their time to ensure the club's finances are in order, the grounds clean and neat and the club boats operating. Volunteers orchestrate launch and haul, build docks, organize races and make sure members enjoy social events all season long. We all benefit from their dedication.

Because volunteers are so important, all members of the BDYC community are asked to undertake some volunteer activity each year and to serve on the Board of Directors within five years of joining.

Like any community, BDYC offers different things to different people. On weekdays, it's a quiet place where people come to be on the lake. On weekends, it's a focus for sailors who have come to test their racing skills – and compare notes over dinner on the deck afterwards. And in July and August, it's also a lively Junior Squadron Programme, where the next generation has fun while learning the art of sailing.

And for everyone, BDYC is a place to meet new friends, learn new skills and enjoy time on the waters. So, on behalf of the Board of Directors, fair winds, clear weather and happy sailing!

Margaret Stewart, Commodore

1.0 CLUB OFFICERS, DIRECTORS AND STAFF

1.1 EXECUTIVE COMMITTEE 2026

Commodore Margaret Stewart commodore@bdyc.com			
Vice Commodore Chris Atack vicecommodore@bdyc.com	Rear Commodore Stephen Henle rearcommodore@bdyc.com	Harbour Master Mathieu Billette harbourmaster@bdyc.com	Sailing Master Alain Bernardeau sailingmaster@bdyc.com
Secretary Jim Fyles secretary@bdyc.com	Treasurer Alexandre Paquet treasurer@bdyc.com	Membership Jolian Grant membership@bdyc.com	IT Director Thorsten Jänichen it@bdyc.com
House and Grounds Michel Poisson buildground@bdyc.com	Social Director TBD social@bdyc.com	Junior Sailing Magda Zaky juniorsailing@bdyc.com	Equipment Director Claude Buies equipment@bdyc.com
Director-at-Large Don Lewis director@bdyc.com			Club Manager JP Parkhill manager@bdyc.com

2.0 MEMBERSHIP

Most of the work of operating, maintaining and developing the Club is done by member volunteers. Members are expected to contribute. It is one of the responsibilities of Club membership. The members are mutually responsible for achieving this objective by ensuring the following rules and obligations are observed.

2.2 MEMBERSHIP CATEGORIES

For the purpose of defining membership, all ages are as of 1st March.

2.2.1 Family Membership

- (a) is required for every member, irrespective of age, who owns a boat or share of a boat in a water berth at the Club or with one or more dry sail boat, catamaran, kayak or canoe at the club.
- (b) includes first-degree relatives (partner and children) of any age of the primary member, any of whom are entitled to have a dry-sail boat at the Club.
- (c) can use the dry-sail boats of the club

2.2.2 Student Membership

- (a) is for members aged under 30 who provide evidence of their full-time student status.
- (b) provides the same privileges as the family membership but only for the member

2.2.3 Junior Membership

- (a) is for members aged 12-19.
- (b) requires those aged 12-15 to have attended a recognized Junior Squadron, to have obtained their **CANSail 1&2**, and to have a parent sign a waiver on the application form.
- (c) allows the member to have one dry-sail boat at the Club.

2.2.4 Non-Resident Membership

- (a) is available to former Family Members who have moved to live more than 160Km (100 miles) from Baie-D'Urfé.
- (b) allows the use of the Club facilities free of charge for one week per season, subject to the availability of space.

2.2.5 Social and Inactive Membership

- (a) Social members are welcome to attend, host or assist at all Club social events and to use the clubhouse and grounds. When reviewing applications for social membership, priority will be given to former family members, Baie-D'Urfe residents and seniors over 65.
- (b) Family members who are required by their employers to move to a location greater than 100 miles (160 K) away from the club can opt to become inactive members, putting their regular membership on hold for a period up to two years. Requests to convert family to inactive membership for reasons other than change of employment location will be considered on a case-by-case basis by the Board of Directors.

Inactive members may store their boats at the Club. Storage charges for inactive boats will be assessed by the harbour master or delegate.

2.2.6 Crew Memberships:

Members are allowed to have a guest racing crew on up to three occasions. Members exceeding this limit may be disqualified in subsequent Club races by the Race Committee Officer or by protest from other race participants. The following memberships provide for skippers having crew who are not members in one of the above defined categories:

(a) Racing Crew Membership

- (i) is required by regular racing crew who are otherwise not members of the Club.
- (ii) entitles the member, spouse and children to participate in social activities.
- (iii) Does not allow sailing a member's boat unless the member or a first degree relative of the member (partner or child) is aboard.

(b) Floating Racing Crew Membership

- (i) is for skippers who have difficulty obtaining regular racing crew.
- (ii) is purchased and owned by the skipper for each crew position not held by a Club member.
- (iii) allows a different person to occupy each Floating Crew position from race to race.

2.2.7 Membership Responsibilities

- a) All member categories above are required to assist in maintaining the Club premises and harbour, and in various capacities on days when the docks and boats are launched and hauled out.
- b) All boat-owning members must present themselves at Docks-in and Docks-out. All members are expected to volunteer at two other club activities.
- c) All members attending social events must advise and request permission from the Social Director if they are to be accompanied by more than two guests.
- d) Credits for volunteer activities (for example, board membership, dock building, moving cradles, serving on crane crew, organizing a social, translating services, projects or activities requested by the BOD or a board member) will be issued by the BOD at its discretion. Please note that these credits are NOT meant to be a financial incentive to volunteer. Rather, it is the club's way of recognising the vital role that volunteers play in the operations of the Club.

For a complete list of credits and penalties for the current season, please see Appendix A

2.2.8 Members' Conduct

If any member's conduct is, in the opinion of the Board of Directors (BOD), detrimental to the interest of the Club, the Secretary shall summon the member to appear before the Board. Reasons for such a summons include, but are not limited to, habitual or intentional failure to abide by the regulations of the club, non-payment of fees or fines, or a substantive complaint.

If the member neglects to appear as required or, having appeared, fails to give a satisfactory explanation, the BOD may take any measure deemed appropriate including but not limited to suspending or expelling this member permanently by a majority vote of those Board members present at any scheduled Board meeting. Persons whose membership in the Club is terminated shall be notified promptly by registered mail and shall receive a prorated refund for the balance of the season upon returning any Club property in their possession and removing all their property including boat and trailer from club premises. Property left for more than 90 days after a member is notified of termination will be considered abandoned and disposed of by the club at the discretion of the BOD.

2.2.9 Dry-Sail Boat

For the purposes of defining membership and for assessment of fees, a dry-sail boat is one which is kept ashore *and launched down the ramp manually i.e. by hand*. All boats that have to launch by the crane or by car must have a water berth, unless they are in storage.

2.2.10 Small Craft Policy

Family members with sailboats (primary vessel) may store and launch a maximum of two small watercraft (kayaks, canoes or paddleboards) at the club in addition to their primary sailing vessel.

Members with keelboats can store watercraft free of charge on their trailers or cradles. Members with dinghies will be charged for storage of additional watercraft at the dinghy rate, reflecting the fact that storage takes up additional space in the yard.

Storage and launch of small watercraft at the club is a privilege and can be revoked by the Board of Directors in the event of risky or inappropriate use of watercraft. Members who wish to store and launch small watercraft are required to sign a waiver, absolving the club of responsibility for accidents, damage or injury incurred through use of their watercraft, and acknowledging that keelboats entering or leaving the harbour have absolute right of way.

2.2.11 Other Privileges and Restrictions

All Members in good standing are eligible to be Flag Officers or Directors of the Club. Each Family membership entitles the primary member to one vote.

2.3 MEMBERSHIP APPLICATION, RENEWALS AND FEES

2.3.1 Payment of Annual Fees

- (a) New applications for Family Membership with a water berth should be made as early as possible before March 1st for the best prospect of being accommodated.
- (b) Applications for membership renewal in all categories should reach the Membership Director on or before February 1st.
- (c) Members who had water berths in the previous season are given priority for renewing them, provided their applications are received by February 1st. For specific details, see section 4.1.
- (d) The fees for renewal of membership and water berths received on or before February 1st are eligible for an early renewal discount, as stated in the fee schedule for the year.
- (e) A membership renewal application will not be processed until all that member's outstanding accounts have been paid in full.

(f) Payment can be by interac transfer or by cheque only. Cheques may be post-dated to April 1st if so indicated in the renewal form (see 2.4). All cheques must be included with the application for renewal. Payment must be included for the following, as applicable: membership fees; water/shore berth fees; launch fees; haul-out fees; winter storage fees; racing fees, and lockers.

(g) Boat-owning members who race with the Club but do not have a water or shore berth at the Club must pay a racing fee of 100\$, as stipulated on the application form.

2.3.2 Requirement for Insurance

It is members' responsibility to insure their boat and other personal property which is kept on the Club premises. *Application for membership or renewal of membership will not be accepted unless accompanied by proof that the member has appropriate and adequate insurance on their boat or boats and liability insurance for a minimum of \$2million. This requirement exists for the protection of all members and cannot be waived.*

2.3.3 Refunds and Reductions

(a) Claims for refunds of launch, haul out and storage fees will be granted if these services are not provided.

(b) The reductions indicated in the table below apply to membership, berth and storage fees when members leave or join the club during the sailing season. The reductions are based on the date that member's boats are brought in or removed from the club premise or on the date of the transaction when the property of a boat is transferred from one member to another.

	Before launch	After launch in May	In June	In July	In Aug	In Sept	Before haul out in Oct	After haul out
Members leaving	100%	90%	70%	50%	30%	10%	0%	0%
Members joining	0%	0%	10%	30%	50%	70%	90%	100%

(c) The Club cannot be held liable if the sailing season is perturbed by an act of God. No refund will be issued if the dates for boats launch and haul out must be rescheduled or if seasonal navigation is impeded by reasons such as ice or high or low level of water.

2.3.4 Other Fees and Charges

- (a) On haul-out day a handling fee is charged for the removal of each boat or trailer left on the winter storage area after 8:00 a.m. on the day. When a dry sail boat is removed from the Club for the winter, any tires that were being used must be returned to the storage area on the north side.
- (b) On launch or haul-out day, a handling fee is charged if the boat is unattended at the time of launch or haul-out.
- (c) Bank charges, plus a handling fee, will be invoiced for any NSF (non-sufficient funds) cheques received.
- (d) Members are requested to pay cash for services at other clubs, and not to sign chits as they will not be paid by the club.
- (e) The amounts of the various fees referred to in the above items are listed on the membership fees page of the Club website (www.bdyc.com).

2.4 SCHEDULE OF MEMBERSHIP AND OTHER ANNUAL FEES

- (a) Please refer to the Handbook (Section 2) for further details regarding membership categories and general information.
- (b) The deadline for renewing membership is February 1st. A partial payment dated on or before February 1st is required to secure a wet or dry sail berth.
- (c) The schedule of fees will be mailed with the application forms for renewal of membership. If full payment by cheques or postdated cheque is not received by February 1st, a water berth is not guaranteed and the early renewal discounted rate will not apply. See handbook section for the list of water berth rules.

2.5 HARBOUR ENTRANCE FEE

A non-member joining the Club and taking up a water berth (section 4.1) will be required to pay a harbour entrance fee, as per the membership fee schedule, in addition to the fees for the membership, the water berth and other services requested.

An existing member of the Club taking a water berth for the first time will also be required to pay the harbour entrance fee but will receive a discount of 1/10th of the entrance fee for every past year of membership.

The harbour entrance fee is only charged once and is not refundable when the member leaves the water berth free.

3.0 ADMINISTRATION

3.1 EXECUTIVE COMMITTEE

The Executive Committee members, comprising the Commodore, Vice-Commodore, Rear Commodore, Secretary and Directors, as listed at the beginning of the Handbook, are responsible for the management of the Club as a non-commercial, non-profit organization, and for making and enforcing the rules of the Club for its governance, finances, Club-House, Harbour, for the hiring of staff and setting their terms of employment, and for affairs generally. The majority of members of the Executive Committee constitute a quorum.

The Executive Committee meets ten times a year.

A majority of members of the Executive Committee constitute a quorum.

Decisions of the Executive Committee are made by voting on proposed and seconded motions. Voting may be in person, on Zoom or another internet platform, or, exceptionally, by email. Email votes must be initiated with a message containing the motion with explanation, the names of the mover and seconder and the date by which the voting must be concluded (minimum 48 hours).

For a vote to be considered valid, the number of votes cast must be greater than quorum. For a motion to pass, a majority of votes cast must be in favour of the motion. Email motions and votes must be recorded in the minutes of the subsequent in-person or on-line meeting.

3.2 NOMINATING COMMITTEE

The Nominating Committee comprises three Family Members of the Club. The members of the Committee are selected from members of the Club at large at a meeting of the Executive Committee. Not more than one member of the Nominating Committee may be from the Executive Committee.

The Nominating Committee draw up and submit to the Executive Committee a list of nominations for Officers and Directors of the Club for the Next Year, preferably in time to be considered at the October meeting of the Executive Committee, but not later than the November meeting.

Each member on the list of nominations must have agreed to serve. Members on the current Executive Committee who have not resigned, and are not on the nomination list, must be informed of their omission from the list by the Nominating Committee before it is submitted to the Executive Committee.

3.3 ANNUAL GENERAL MEETING

Between haul out and mid-December, an Annual General Meeting is held. Members of the Executive for the past year present annual reports describing the activities, and developments relevant to their executive position. This occasion provides an opportunity for questions, comments and discussion with the club members at large.

A list of nominations for the executive committee for the coming year is presented by the Nominating Committee; further nominations may be proposed and adopted if seconded and agreed to by the nominee. The proposed list of executives is then voted for acceptance collectively, or individually if more than one candidate is presented for an executive position.

4.0 BOAT ACCOMMODATION AND USE

4.1 WATER BERTHS

Water berths are available only to Family and Student Members. Their allocation is made by the Harbour Master and is subject to the following conditions:

4.1.1 Priority for suitable berths will be given in the following order: existing Members; existing Family Members holding an inactive status in the previous two years only; and new applicants.

4.1.2 For all categories listed in 4.1.1, Baie-D'Urfé residents will be given priority over non-residents.

4.2 BOAT DIMENSION LIMITS

4.2.1 BDYC is a yacht club dedicated to sailing. As such, our members' primary vessels must be designed as sailboats, i.e. boats whose principal mode of propulsion is the wind. While members' boats may be equipped with auxiliary motors, outboard motors may not exceed 10 HP. The boats used by the staff (bosuns, instructors) and the Coastguard are the only motorboats allowed in our harbour. Boats that are designed as a hybrid between a sailboat and a motorboat, such as - but not limited to - the MacGregor, are not accepted. Members who are entitled to navigate in our harbour may also store and launch secondary boats designed for manual propulsion (e.g. canoes or kayaks).

4.2.2 Boats in water berths in the Club Harbour must comply with the following dimension limits: No member's boat at a Club mooring or in the Harbour, may exceed 30' 0" (9.14m) length overall, or 10' 3" (3.10m) beam, or 4' 6" (1.37m) fixed draft.

4.2.3 The LOA measurement shall include any fixed bowsprit and/or bumpkin that extends the boat's sail plan. The LOA measurement shall exclude rudders, outboard motors, anchor sprits, pulpits, pushpits, barbecues, navigation lights, spinnaker gear and safety equipment. However, no member's boat, regardless of length, shall be equipped with wind vane steering gear, dinghy davits, or an on-board dinghy that extends the length or width of the boat.

4.2.4 The maximum beam dimension shall *not* include stanchions, lifelines, or fenders.

4.2.5 The maximum fixed draft dimension shall be taken from the design load water line (LWL) to the deepest part of the fixed keel or the deepest part of the lifting keel in its stowed position or the deepest part of the rudder in its harbour position, whichever is the deepest.

4.2.6 Every boat, whose dimensions are such that they approach one or more of the maximum allowed, shall be measured by the Harbour Master and at least one other member of the Executive (except that no member may measure his own boat), in the presence of the owner. Measurements from any other source are not acceptable.

4.2.7 LOA and beam measurements shall be made parallel to the waterline. The measurements may be made on shore provided the boat is level and, for the draft, provided the load waterline can be established.

5.0 USE OF HOUSE, GROUNDS, HARBOUR AND BOATS

The Baie-D'Urfé Yacht Club is a family sailing club for the enjoyment of its members, their children, and their guests.

Most of the work of operating, maintaining and developing the Club is done by member volunteers. Members are expected to contribute. It is one of the responsibilities of Club membership. The members are mutually responsible for achieving this objective by ensuring the following rules and obligations are observed.

5.1 GENERAL

5.1.1 The Club assumes no responsibility for loss of property or for accidents to boats, persons or property. Damage to private boats or the Club's boats, property or equipment shall be made good by the party responsible. Damage by Junior Members is the responsibility of the parent.

5.1.2 Children under the age of 14 are to be supervised at all times, and always within line of sight, by the responsible parent, except when they are attending Junior Squadron. Children under the age of 12 must wear Transport Canada approved PFDs when on the center dock or the east, west and south harbor breakwaters or launching ramps. Running is not permitted on the docks or in the harbour area. Swimming, fishing and throwing stones in the harbour are not permitted.

5.1.3 Dogs are not allowed on the Club premises, except when they are taken to and from the owner's boat, on a short leash and under strict control. They are not permitted on the upper deck during the Club's social activities, nor inside any of the club buildings. An owner can take an animal on the upper deck when it is with a small group of friends, outside the functions of the Club.

Unless otherwise stated, service dogs with certification are exempt from these rules..

5.1.4 Radios, tape players, etc., whether in a boat, in a car, or separate, must not be played at a volume louder than to allow for just personal listening.

5.1.5 The maximum speed for cars in Yacht Club is 10 km/h (dead slow)

5.1.6 Parking is not allowed inside the Club fence. An exception is made for members that are staying overnight or going on vacation on their boat. They may park their cars inside the Club gates in a parking zone situated on the gravel next to the West fence, south of the main gate. All people using this zone are asked to park their cars with the front end facing the West fence. All members leaving for more than one night are asked to leave a key in the locked cabinet in the office and display a return date in the window of their car.

5.1.7 Members are required to help maintain the cleanliness and tidiness of the Yacht Club area, the Club House and the Harbour. Boat shelters are permitted for winter storage with the prior approval of the Harbour Master and must be removed from the club premises by “Docks-in” at the latest.

5.1.8 Club premises shall not be used for commercial purposes. Commercial activities include, but are not limited to, boat chartering or other use of a member's boat for commercial activities from club premises, and sales of boats or equipment where the member acts as an agent. Commercial activities do not include a member selling his own boat and equipment.

Club Members using their water berth, dry sail berth or other club premise privileges for other than reasonably active and decorous participation in the sailing and /or social life of the Club may have their membership revoked and annual fees refunded according to Section 2.3.3 of the handbook at the absolute discretion of the Board of Directors.

5.1.8.a At the discretion of the Executive Committee, the Club can offer sailing instruction programs to Club members, where CYA/FVQ/IYT qualified instructors provide and conduct approved courses using the Clubs’ and members’ boats.

5.1.8.b The BDYC offers a Junior Squadron Programme to its members, juniors resident in Baie-D’Urfé and beyond. This programme is under the direction of the Junior Sailing Director. The governance of the sailing school falls under the responsibility of the BDYC Board of Directors. As such the Board of Directors can establish alliances and cooperations to further the sport of sailing to the benefit of the BDYC members and to the further development of junior sailors.

5.1.8.c In 2020 the Executive again exercised their discretion to renew with Ynot Sailing a five year agreement on the terms of operation of a Sailing and Navigation School conducted by Ynot Sailing out of the

Baie-D'Urfe Yacht Club premises from 2020 to 2025. This agreement relates exclusively to keel boat sail training out of BDYC premises with dinghy sail training reserved equally exclusively to the Baie-D'Urfe-Junior Squadron Program.

In September of each year, the current commodore is required to review with the executive of Ynot Sailing, any adjustment that may be required as to the terms and fees governing the contract.

The contract was signed by both parties and original copies are held by the current commodore and the club secretary. Copies were distributed to the Executive.

5.1.8.d Effective May 2012, the Executive exercised their discretion to create a "Community Support" membership category to formalize a method of supporting worthy community activities outside fee based club memberships. Each Community Support membership granted, requires a unanimous vote of the Executive. The membership is to be in the name of the senior activity person responsible for the use of the club facilities, with the use of the facilities limited to the specific needs of the activity. A Community Support membership is complementary, but any required water berth, if available, will be charged at the current rate.

5.1.9 The club's Junior Squadron sailing school may from time to time arrange for alliances or partnerships with other sailing schools or training organizations, if so authorized by the Board of Directors.

5.2 CLUB HOUSE

5.2.1 Members are invited to use the Club House lounge and washrooms, bearing in mind that there is no permanent staff. Members are expected to keep the facilities clean and in good condition.

5.2.2 The Club House is open during the season according to the schedule provided for the season. See paragraph 5.4.

5.2.3 The Lounge is restricted to Family and Student Members; Junior Members may use it only at the invitation of one of the entitled user members.

5.2.4 Kitchen facilities are reserved for the benefit of Club Members. The kitchen must be kept clean at all times.

5.2.5 A limited number of lockers is available for rent, preference being given to dry sailors.

5.2.6 Use of the clubhouse for storage of equipment and for special events shall be subject to the permission of the House and Grounds Director.

5.2.7. All use of the Clubhouse by members or employees, for special events, meetings, get-togethers, or parties, must:

- a) Have a member or employee, over 18 years of age, responsible for the activity.
- b) Ask for availability and permission from the Social Director
- c) Conform to the Town's regulations on noise, and not disturb anyone in the neighborhood at any time.
- d) Conform to all rules for consuming liquor, not smoking or consuming any kind of recreational drugs

5.2.8 Toilets must not be used in lieu of pump-out facilities. The club sewage is treated by a septic system located on the property. It is designed to accept water, human waste and toilet paper only. Discarding any other materials and liquids in the toilet is strictly prohibited.

5.2.9 Posting of notices shall be confined to the notice boards. All notices must show a date of posting and the name of the member or staff posting.

5.2.10 The Yacht Club premises are non-smoking areas. Tobacco and cannabis products cannot be consumed anywhere in the clubhouse, grounds, harbour or aboard boats moored in the harbour. This rule will be strictly enforced.

5.3 HARBOUR AND BOATS

5.3.1 Guests and Junior members are not permitted on docks or boats without a Family Member present and assuming responsibility for their safety and guidance.

5.3.2 The yacht club finger docks, floating decks, concrete launching ramps and perimeter walls constitute specialized marine facilities. Their use for running, diving, rocking, unauthorized boat access, any activity that is damaging to moored boats or throwing stones or other projectiles is strictly forbidden.

5.3.3 Maximum speed for boats in the Harbour is 2.5 knots (3 mph).

5.3.4 Owners are responsible for the secure mooring of their boats. Dry sail boats are to be left in their designated location.

5.3.5 Harbour moorings are assigned by the Harbour Master. If the boat is to be taken away from its mooring for a period of more than one week, the owner should advise the Harbour Master or his Assistant so that the mooring may be reallocated. Owners may not reallocate their moorings.

5.3.6 Owners no longer requiring their moorings must advise the Harbour Master of their intention to vacate.

Water berths are owned and managed by BDYC. They are rented by members on an annual basis and cannot be transferred by boat owner upon the sale of the boat, except with the approval of the harbour master AND the membership director. BDYC has a waiting list for water berths. People on the waiting list must be offered the opportunity to acquire a boat and associated water berth in order of priority (see handbook section 4).

Only members can occupy water berths. Non-members who make an acceptable offer to purchase a member's boat must apply and be approved for membership before being assigned a water berth. Purchase of a member's boat does not guarantee membership in BDYC. Members who wish to sell their boat and transfer their slips to the new owner must contact the harbour master and the membership director. They will explain the process and offer guidance as required.

5.3.7 Visiting sailboats (not motor boats) are welcomed on a reciprocal basis subject to the availability of harbour space. Such boats from clubs having a reciprocal agreement are permitted three nights per season free mooring; thereafter, they will be charged the nightly rate as per the current fee schedule. Mooring charges may be waived at the Harbour Master's discretion for boats in special circumstances, such as with damage or sheltering from a storm.

5.3.8 As a general rule members are not permitted to borrow club tools, except for the pressure washers. Instead, members are strongly encourage to bring their own tools and have them handy at all times, either in their

boats or in their cars. If it is necessary to borrow a club tool, the member must surrender his/her driver's license to the bosun in exchange for the tool, and may retrieve the license upon return of the tool. It is up to the club member to make sure the tool is returned before the bosun leaves for the day.

5.3.9 All hull preparation activities that include scraping, sanding, blasting, chemical removal etc. must be performed using plastic sheeting, tarpaulins (or similar) under the boat to collect the resulting dust and particulate matter.

5.3.10 Any sanding or blasting of boats must be performed with plastic sheeting or similar material shielding the hull, to eliminate the circulation of dust and particulate matter to other boats, persons or to adjacent properties.

5.3.11 All dust and particulate and other waste resulting from hull and deck preparation must be carefully collected (avoiding any ground contamination), placed in tied garbage bags, and deposited into the BDYC refuse container designated for such purpose. Any hazardous waste must be taken home by the member and disposed of in the member's local hazardous waste collection.

5.3.12 Filling of portable fuel tanks will be done off the water, preferably at a gas station.

5.3.13 The strictest care will be taken when filling motor mounted or in-boat fuel tanks. Members will familiarize themselves with the club's spill kit materials and procedures prior to filling and be ready to implement the spill procedures immediately in case of a spill.

5.3.14 If a member or staff person observes any fuel leaking from a boat, or its motor, and it is within the ability of the person spotting the spill, they are required to apply the spill kit resources to the problem area immediately. The spill should be reported as soon as possible to staff or the Harbour Master.

5.3.15 All oil, fuel and non-alcoholic based coolant or coolant agents extracted from a member's boat will be taken off the club property by the member concerned.

5.3.16 All boat batteries removed from a member's boat will be taken off the club property by the member concerned.

5.3.17 The Club will make available a spill kit at a designated location near the harbour and provide members with instruction on how to use it in case of an emergency.

5.3.18 When bringing electrical cord on board members shall:

- Use a marine approved extension cord whenever possible.
- Never use a cord that has breaks in the covering.
- Always plug an extension cord into the tool or wherever the power is taken to on the boat before plugging into the source plug on land. Reverse applies for unplugging, always unplug from the source before unplugging tool etc. on board boat.
- Never leave a live extension wire unplugged whether ashore or on board.
- Never let extension cords enter the water when extended from shore to boat.

Improper use of electrical cords can result in serious injury or death. Members breaking this rule will be subject to disciplinary action. See Appendix A.

5.3.19 Exterior club electrical outlets are to be used solely for the recharging of marine batteries or electrical tools and equipment on a member's boat at a slip. They are not to be used for any other non-marine use such as the charging of electrical vehicles etc.

5.3.20 To minimize the risk of fire, use of on-boat BBQs or stoves is strictly forbidden while in the harbour. Members breaking this rule will be subject to disciplinary action. See Appendix A.

5.4 HOURS OF OPERATION

An information sheet will be provided showing the times the club house will be open and a staff member will be on duty. The sheet will be posted in the club house.

5.4.1 Members requiring a key for the side door of the Club house may purchase one from the Equipment Director or the House and Grounds Director at cost if they lose the one provided to them upon joining the club (about \$5.00). It is the member's obligation to lock up the club house after hours.

6.0 BOSUNS

Bosuns employed by the Club take direction *only* from the Club Manager or, in his/her absence, a designated Director. Bosuns' work schedule is posted in the Club House.

6.1 RESPONSIBILITIES

The bosuns' responsibilities are to:

- (a) maintain the Club House, equipment, docks and grounds.
- (b) check and ensure the security of boat moorings.
- (d) Under direction of the Manager, greet visiting boats, assist in their docking, and collect fees when applicable.
- (e) assist the Social Committee in preparation for social events at Club.
- (f) assist in operation of Junior Squadron if requested to do so by the Manager, Rear Commodor, Junior Sailing Director or Head Instructor.
- (g) assist at docks and boats in and out days as requested by the manager or director
- (h) Bosuns' day to day activities do not include services related to the maintenance of members' property, i.e. boats. Members who require assistance are required to contact the Manager before approaching any bosun for help and assistance.
- (i) Under the direction of the Sailing Master and in consultation with the Manager, run Club races as a boat driver & RCO on Thursday evenings and Saturdays and other days as requested.

7.0 RACING

Races are held on Tuesday and Thursday evenings, starting typically at 6.45 p.m., and on most Saturday afternoons, starting at generally at 2:00 p.m. The Tuesday and Thursday races are held jointly with the Ile Perrot Yacht Club. A detailed schedule of the races is published in the annual Calendar which is distributed to members at the beginning of the season.

Members are encouraged to participate in racing because it:

- adds an extra dimension to the interest of sailing
- increases the opportunities to sail in an all-too-short season
- is an excellent way of improving ones' sailing skills
- offers an opportunity to meet and get to know other members

If you have not raced before, a good way to start is to crew for another skipper for at least a few races. Skippers are often short of crew, and a casual enquiry at the dockside just before a race will often result in an invitation to jump aboard. It is necessary also before racing your own boat to learn about half-dozen or so basic rules of racing that will enable you to start, cross tacks, and round marks safely. The other rules can be learned as you progress.

7.1 RACING INSTRUCTIONS

Information concerning courses, course signals, start and finish lines, time limits and other basic items relating to racing, is included with the racing schedule in the annual calendar and in the racing section of the Club website, at www.bdyc.com.

7.2 GUIDE LINES

Guidelines for handicaps and racing trophies including past winners are available from the Sailing Master.

8.0 HARBOUR SPACE, BOAT LAUNCHING, HAULOUT AND STORAGE

8.1 HARBOUR SPACE

Harbour space is limited and a lot of thought goes into planning the layout of the harbour. The distance between two finger docks determines availability of space. The beam of the boats determines which boats will be paired together. This is of particular importance to members who are considering changing to a larger boat. Usually, the only way a larger boat can be accommodated is if a similar sized boat moves out.

Therefore, a member is required to check with the Harbour Master before considering changing to a larger boat. A member cannot make the assumption that the Club will accommodate a larger boat if the member decides to get one, without having first made suitable arrangements with the Harbour Master..

8.2 BOAT LAUNCHING

Launching typically starts at 0700 hrs on launch day and is normally completed in the afternoon if all goes to plan. The sequence of launching is according to the boats' location in the winter storage area, and is essentially in the reverse order to haul out.

All boats and trailers stored in the cradle storage area must be moved *before 1600 hrs.* on the day prior to the launch day to a location agreed with the Harbourmaster. Any boats or trailers remaining in the cradle area may be moved by the club and the owners charged a handling fee or, if more convenient to the Club, left in place. Boats and trailers left in place may be boxed in by cradles and difficult to extricate subsequently. The Club takes no responsibility for boats or trailers trapped in this way.

A duty roster will be distributed before the launch date showing when members are required to assist with launch operations. Members who cannot work at their assigned time should find a replacement and inform the Harbourmaster. It is at the Harbourmaster's discretion to judge if the proposed substitute is acceptable. *Failure to do so will incur a fine (see membership fees section of the Club website).* BDYC is a cooperative club and members are expected to contribute in a practical way.

To ensure a smooth operation, the following rules should be followed:

8.2.1 Each boat owner must have his boat ready to move and be present when his boat is moved from its cradle to the water. If the owner is not present the boat may be moved to a location convenient to the Harbourmaster and a handling fee charged. This fee will apply separately from the launching fee, even if the boat is not subsequently launched.

8.2.2 Any member with a harbour berth who plans to not use the services of the mobile crane for launching must notify the Harbour Master prior to launch day. If, however, his boat needs to be moved by the mobile crane in order to gain access to other boats, he will be charged a launch fee.

8.2.2.1 Prior notice is also required from members with a stored keelboat, who are not launching due to their anticipated departure from the club or who wish to sell or store their boat over the summer sailing season. If the Harbour Master deems it necessary to use the mobile crane to move a member's boat on the hard to another spot where it is to be stored, then the club reserves the right to charge that member the normal crane fee.

8.2.3 Use of the Club crane. The club crane is for the use of membership to lift masts or 'lighter' boats up to the permitted weight (3750 lbs).

8.2.3.1 The use of the Club crane for launching on launch day is prohibited until after all boats using the mobile crane have been launched.

8.2.3.1 Be efficient when using the crane to leave time to others, follow the instructions/guidelines and carry out a risk assessment to validate injury risks. A normal crane time is 1 hour, for longer periods under the crane (including repairs) or if trailer or boat are impeding waterside or landslide access, please contact the Harbourmaster and Manager to review feasibility, coordinate an appropriate time and allow timely information to the membership.

8.2.4 Considerable time is lost during launching in positioning the lifting straps on the boat to ensure correct balance. When the boat is being lifted from its cradle for launching, mark the strap positions with a wax crayon. After launching, a permanent marking should be made, such as a small stainless steel screw in the edge of

the deck at the four strap positions. Also mark the location of the underwater sensors, such as knot meters, which could be damaged by the straps.

8.2.5 To avoid losing time during haulout in positioning boats in their correct fore-and-aft position in the cradle, paint a small vertical line on the keel with a corresponding line on the base rail of the cradle. Alternatively, support pad positions should be marked on the boat; this avoids straps being positioned in line with the pads and becoming trapped when the boat is set down on the cradle. This marking should be done in the Spring when the boat is being prepared for launching.

8.2.6 When launched, each boat must be moved away from the launch area, either under its own power or by club tow, to its designated berth. The harbour layout on the Club notice board will show the berth allocation.

8.2.7 Owner-launched keel boats stored on the club's east property line (east of the club house) must be launched or moved to a location approved by the Harbour Master or his Assistant, no later than two (2) weeks after boat launch.

8.2.8 On Docks In, Boats In, Boats Out and Docks Out days, no work on a member's boat is permitted until all the club work is completed.

8.2.9 Dry sail boats shall be moved to their positions on the hard only after all keel boats have been launched on Boats In Day.

8.2.10 To maintain safety, convenience and aesthetics in the harbour, all sailboats moored at the dock must have their masts stepped within a maximum of 40 days from the official Boats-In Day. The authorized unstepping date will be communicated before the end of the season. Boats must be cleaned within this same 40-day period and kept clean throughout the season. Requests for exceptions will be possible and must be submitted to the Harbor Master 15 days before Boats-In, and accompanied by a plan for mast stepping or repair.

8.3 BOAT HAULOUT

Boat haulout is a full day's operation and needs the cooperation of everyone to ensure that it runs smoothly, especially if the weather is bad. Approximately 50 boats are lifted out each year on haulout day and this

takes approximately eight hours. Work has to start early in the morning and usually finishes later in the afternoon. Anything that delays or interrupts the flow of the operation could mean finishing in the dark. A two-minute delay for each boat adds up to 2 hours by the end of the day!

All dry sail boats must be removed from the dry-sail area and tires put away in a designated area, by 1600 hrs on the Saturday of the weekend before haulout. The owner of any dry sail boat that has to be moved on haulout day will be charged a handling fee.

A duty roster will be distributed before the haulout date showing when members will be required to assist with haulout operations. Members who cannot work at their assigned time should find a replacement and inform the Harbourmaster. It is at the Harbourmaster's discretion to judge if the proposed substitute is acceptable. *Failure to do so will incur a fine (refer to membership fee section of Club website)*. BDYC is a cooperative club and members are expected to contribute to the Club in a practical way.

To ensure a smooth operation, the following procedure is important:

8.3.1 A list is posted on the Club notice board the week before haulout, showing the boats' order of removal. It is very important that we follow that members know their haulout position and are available at the club when required to move their boat to the haulout area. Sometimes a member is not ready with his boat when required and it has to be bypassed, or someone arrives too late and finds his boat has already been hauled out by the volunteers present. Such members will also be charged a handling fee for the removal of their boat.

8.3.2 Every cradle and trailer must be marked with the owner's name. Other markings, such as the sail number, boat number, colour codes. etc., are not useful to the person positioning the cradles. Owner's name should be either painted on the cradle, high on the frame where they can easily be seen, or on tags fastened securely to the frame. Names on the bottom rail cannot be read when the cradles are stacked together among the weeds or covered by snow.

8.3.3 For safety, the hinged pads on the cradle must be tightened or wedged at the correct angle. There is the danger of fingers being trapped between the boat and the pad while holding it at the correct angle, or the boat being damaged because the pad has flipped over.

8.3.4 Any member with a harbour berth who does not plan to use the services of the mobile crane for haulout must notify the Harbourmaster prior to haulout day so his name does not appear on the list for haulout. This will avoid searching unnecessarily for the member on haulout day.

8.3.5 Special requests regarding haulout must be cleared with the Harbourmaster prior to haulout day. It may not be possible to accommodate last minute requests.

8.4 BOAT STORAGE

Members of the Club may store their boats through the winter and their boat cradles through the summer on the Club premises. Storage of boats through the summer period between launch and haulout shall be according to the following rules:

8.4.1 A BDYC member, who for illness or business reasons is unable to use the Club facilities, may store his boat in the winter storage area for one summer season for a fee as shown in the fee schedule. A second subsequent summer storage maybe permitted. If extended storage is permitted, the fee will double every year.

8.4.2 A BDYC member in the process of selling or renovating a boat, while simultaneously occupying a water berth with a second boat, may store the boat in the winter storage area for a period of one month free, after which a weekly charge will be made up to a maximum specified. If the boat is required to be stored after the October haulout, it will be permitted only if space is available.

8.4.3 Any member or former member **without a slip** who wishes to store a keelboat at BDYC must post a **\$1500 Non-Abandonment Bond** in addition to regular storage fees. This bond **must be received prior to Boats-In Day** and before the start of the storage period. If it is not received by this date, the boat will be considered to have been abandoned, and will be disposed of as outlined in section 8.5.

The bond will be returned in full within 30 days of the boat, cradle or trailer and all related property (e.g frames, tarps, etc.) being removed from BDYC premises. The 30-day period starts upon receipt of an email to the

Harbormaster and copied to the Membership Director and Treasurer, requesting the refund of the bond. The request may only be submitted once the boat, its cradle or trailer and related property has been removed from club premises and the Harbourmaster informed of such and provided a confirmation email to the boat owner. No keelboat may be stored in the club yard for more than one season except by special arrangement with the Board of Directors.

(Please note, this provision applies only to keelboat owners without slips who wish to store their boats in the BDYC yard for a season. It does not apply to members with slips.)

8.4.4 Boats in storage at the club may be covered by the member for the storage period with re-useable tarps or covers. For clarity; single use boat wrap, single use boat shrink plastic or other single use plastics are not permitted due to waste disposal/environmental concerns. Damaged and unusable tarps and boat covers need to be disposed of by the member through the waste or recycling program at his residence. Covers/tarps must be removed by the member before lifting (boats-in).

8.5 ABANDONED BOATS AND ABANDONED PROPERTY

Disposing of boats abandoned on club property is expensive, time consuming and potentially hazardous. Boats or property left on the grounds of BDYC without membership and harbour/storage fees (including Non-Abandonment Bond if applicable) **paid in full**, will be considered to have been abandoned and will be disposed of at the directors' sole discretion if:

- the owner has been sent a registered letter of notice to the last known home address **and** the owner has not reacted to it within 30 days after the communication is sent by (a) making payment in full or (b) removing the abandoned boat or property from club premises.

OR

- a notice has been attached to the abandoned boat or property in question for 30 days and posted on the BDYC Facebook page and Web site.

In the case of a boat being abandoned, the \$1,500 Non-Abandonment Bond will be forfeited by the owner, and all costs related to the disposal of the boat will be charged to the owner.

Abandoned boats may be returned to their owners, launched and moored in the bay for retrieval by the owner, broken up and sent to a recycling yard or otherwise disposed of. Any proceeds of full or partial disposal will be used by the Club to compensate for foregone fees.

APPENDIX A: Credits and Penalties

Schedule of credits and penalties for 2026 season

CREDITS	PENALTIES	
<p>Explanation of credits: Most of the work of operating, maintaining and developing the Club is done by member volunteers. Members are expected to contribute. It is one of the responsibilities of Club membership. However, for the Club to function well, some members have to volunteer to take on extra tasks. Awarding of credits is meant to recognize these extra contributions.</p> <p>Please note that these credits are NOT intended as a financial inducement to volunteer. They are, instead, the club's way of recognizing the vital role volunteers play in BDYC's operations. Credits are awarded at the sole discretion of the Board of Directors.</p> <p>Examples given below are for illustrative purposes only. Credits will be awarded on the basis of actual time worked. Thus, if dock building requires eight hours rather than six, a total of four credits will be awarded for this activity.</p>	<p>Explanation of penalties: The infractions listed below significantly increase the workload of the Harbour Master. They also place an unfair burden on other club members, who may be called on at short notice to identify and move trailers, fill in for absentees on crane crews, do double duty shifts, assist with piloting boats, etc.</p> <p>Able-bodied members will be excused from club duties for medical reasons only. Members who cannot undertake club duties due to holidays or work are responsible for finding a substitute. In fairness to other members, this requirement cannot be waived.</p> <p>Dates for essential club activities (Docks In/Out and Boats In/Out) are known for months advance. By planning around these dates, members can ensure they meet their responsibilities to the club and their fellow members.</p>	

Volunteer and racing credits	Infraction	Penalty															
<ul style="list-style-type: none"> One credit is intended to recognize approximately two hours volunteer time and will result in a \$30 deduction from next year's fees. Members can accrue up to eight (8) credits in any one season, for a maximum deduction of \$240 from the next year's fees. A maximum of four (4) credits are awarded for activities directly related to serving as a director. A racing credit will be given to skippers who participate in five or more keelboat races or five full mornings of dinghy racing during a season. A racing credit results in a \$58 reduction in fees the following year. <p>Examples of credits accrued through volunteer activity:</p> <table border="1" data-bbox="155 776 1115 1127"> <thead> <tr> <th>Hours</th> <th>Credits</th> <th>Example</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>1</td> <td>Helping move cradles in yard</td> </tr> <tr> <td>4</td> <td>2</td> <td>One shift of crane duty at Boats In/Out</td> </tr> <tr> <td>6</td> <td>3</td> <td>Helping build new docks</td> </tr> <tr> <td>8</td> <td>4</td> <td>Hosting Saturday night BBQ</td> </tr> </tbody> </table>	Hours	Credits	Example	2	1	Helping move cradles in yard	4	2	One shift of crane duty at Boats In/Out	6	3	Helping build new docks	8	4	Hosting Saturday night BBQ	Not identifying trailer	\$120
	Hours	Credits	Example														
	2	1	Helping move cradles in yard														
	4	2	One shift of crane duty at Boats In/Out														
	6	3	Helping build new docks														
	8	4	Hosting Saturday night BBQ														
Not moving trailer by set date	\$120																
No show for Boats in/Out duty without valid medical reason or providing substitute	\$120																
No show to pilot boat to/from launch site, not assuring boat is ready for launch/haul (mast down, guide lines secured, strap locations clearly marked, cradle adjusted)	\$120																
No show for Docks In/Out (family members only)	\$120																
	Improper use of electrical cords or use of BBQ/stove in harbour can result in serious injury or death, as well as catastrophic damage to the club. For this reason, regulations on use of electrical cords and BBQs/stoves in harbour will be strictly enforced.																
	Improper use of electrical cord after verbal and written warnings	500\$															
	Use of BBQ or stove in harbour after verbal and written warnings	500\$															

in

APPENDIX B

CLUB HISTORY

The Baie-D'Urfé Yacht Club was founded in 1959 by Frank Booth and Miles Wisenthal when they discovered that many citizens were interested in forming a club in order to develop a harbour for small sailing boats in the Berthold Park area. The Club's aim was to encourage sailing races among the residents of the community.

The first harbour was dug in May 1959, and two years later was enlarged. Interest in the Club is evident by the fact that by the end of 1960, there were 67 members. During the first full year, there were 13 races and the first trophy, the Alex Poe Cup, was presented to the Club.

The present harbour was built by the Federal Department of Public Works for Expo Year, 1967, providing matching-up work would be done. The Club, financed by a loan from the Town fulfilled the agreement with the Government. In 1968, the Town granted the B.D.Y.C. a thirty-year lease, subsequently extended, which made possible the building of a modest clubhouse the following year. Initially, the furnishings were rather spartan; subsequently many amenities have been added.

The Junior Squadron was started in 1962 using a small fleet of Flying Junior's, a class which forms part of the present Squadron Fleet. This sailing school has trained a many local sailors through the years, some of whom have become first-rank competitors.

For many years, the Club has taken its turn in running the "Ishkoodah", the Baie-D'Urfé-Beaurepaire regatta which was first raced in 1897. This is the oldest continuously-run regatta in Canada.

The B.D.Y.C currently has room for over 70 boats in the water, each with a finger dock, smaller boats are kept ashore beside the harbour's wide launching ramp. Many families spend their summer days in and around the Club; on-the-water and off-the-water activities abound from the beginning of May until the end of October, a full six months of enjoyment.

ISHKOODAH

The first regatta at the west end of Lake St-Louis was held in 1897 when W.E. Bolton presented a cup for a race sailed off Thomson's Point (Beaurepaire). Three boats took part in this race, the Ishkoodah, the Vixen, and the Molly Brown. The race was very close and it was won by R.R. Stevenson, a resident of our area. The name of his boat "Ishkoodah" has been preserved for posterity in the oldest continuing regatta in Canada, the Baie-D'Urfé-Beaurepaire Regatta.

