



# Membership Information

Revised 2021-01-21

## MEMBERSHIP BENEFITS

- belonging to a family of organized water skiers and supporters
- an excellent water skiing site and accommodations
- a membership in the Water Ski and Wakeboard Association
- tournaments, training camps and clinics, with an emphasis on Junior skiers
- social events including a Spring Fling, Fall Clam Bake, and Awards Banquet
- club equipment

## MEMBERSHIP OBLIGATIONS

- following the guidelines in this document, respect the clubhouse and facilities and share them in a cooperative manner
- follow all safe boating regulations and protocols as referenced in the Water Sport Guidelines section
- attend general membership meetings
- submit annual dues and signed waiver by the due date specified by the Executive each year.
- log the required number of volunteer hours during the calendar year
- respect the water – idle in and out when skiers are in the bay
- respect our neighbours in the bay
- report any damage to the Executive
- support the club's community events

## CLUB USE

The following collection of general information is presented alphabetically.

Alcohol	No alcoholic beverages may be consumed on the site during community events. Participants, officials and volunteers are not allowed to consume alcoholic beverages during tournaments, clinics and camps, but spectators may do so.
Barge	The barge is used for club and community events. All drivers must be certified by the barge master and added to our insurance policy. Please ensure adequate PFD's and all other safety equipment is on board. Maximum capacity is 30. Rental fees: \$50 <i>personal</i> , \$100 <i>corporate</i> , plus gas for two round-trips. Members must call the Barge Master a week in advance to notify of any non-executive approved usage. All barge trips must be recorded in the barge log book.

Beds / Bedding	Each private bedroom contains a double and queen mattress. There are two sofa-beds in the living room. You must supply your own sleeping bags or linens and pillows, and they must be removed from the premises after each visit.
Boat Use for Events	Members are paid \$30 per boat hour, plus fuel, when volunteering to drive their boat for a community event, camp or clinic. Track both your hours and fuel usage. Fill in a Boat Expense Form and have it authorized by the organizer of the event. Forward to the Treasurer for reimbursement.
Cans	There is a recycling container for cans. Take a bag of cans home when the bin is full, and reward yourself with the cash! Please do not leave glass bottles or other recycling behind.
Cleaning	If you have spent the night or even the day at the cabin, you should contribute towards the cleaning of the house – vacuuming, washing floors, cleaning the bathroom, removing garbage and tidying the kitchen.
Cougars and Bears	On occasion cougars and bears have been spotted in the area, so it is not advisable to let children play on the trail unsupervised.
Dishes	You are welcome to use all of the kitchen amenities, but all dishes must be washed, dried and put away immediately after you have finished your meal. There is a supply of paper plates and cutlery, but please use them only if you do not have time to wash up, or if the water supply is low.
Dogs 2019-06-24	<p>No dogs are allowed on club property, except in the following cases:</p> <p>1) A dog can be kept on an owner's boat provided that it does not bark. Owners of barking dogs will be expected to remove their dog from the club immediately.</p> <p>2) An owner keeping their dog on a boat (per above) can walk their dog through the property provided that the owner moves quickly through the property and the dog is closely contained on a leash. All dog feces must be removed from the property and surrounding area by the owner and taken with them when the owner leaves.</p> <p>Certified service dogs are exempt from this rule.</p>

Driftwood 2019-10-07	<p>No driftwood or natural logs to be placed on or near the fire pit. Either beach them or carry them up into the woods where they can naturally decay.</p> <p>No yard trimmings twigs or the like to be placed on or near the fire pit. Discard this material in the woods.</p> <p>No synthetic materials placed on or near the fire pit. Bag this material in heavy construction bags for disposal.</p> <p>All other wood that may be suitable for burning is to be neatly stacked on the stack just up the small hill, west of the burn pit.</p>
Equipment	<p>All members and guests can use the club equipment during their visit. Please ensure it is rinsed and returned to the lockup when you are finished. Wetsuits may be hung by the fireplace if they're still dripping. If any equipment is removed (for a tournament or event ONLY), please sign it out in the Members Log Book and it sign it back in when returned. Please do not take equipment away from the site for extended periods for personal use. The equipment room is for storage of club gear only, not personal gear.</p>
Fires	<p>No open fires are allowed outside in the summer months. A special burn permit must be obtained to burn recovered wood during a two-week period in the Spring &amp; Fall <a href="http://www.belcarra.ca/vob-burning-permit-form.htm">http://www.belcarra.ca/vob-burning-permit-form.htm</a>. Fires may be lit at any time in the interior wood stove. Please restock any wood you use.</p>
First Aid Supplies	<p>All first aid equipment is located in the outboard washroom.</p>
Fridge	<p>NO PERSONAL ITEMS can be left in the fridge when you are not at the club. You may choose to leave items behind for sharing which are not quickly perishable (i.e. salad dressing, soft drinks, mayonnaise, etc.)</p>
Garbage	<p>It is essential that you remove all garbage. You may leave your returnable drink cans/drink boxes/plastic bottles (NO glass) in the appropriate bins. Please take all other returnable containers/ recycling and organics home with you.</p>
Generator - Gas	<p>A regular supply of gas for the generators will not be kept on hand due to the potential for abuse. If you are planning a stay at the club, please bring your own supply. There are jerry cans in the first shed that can be taken into Deep Cove Gas Dock for filling.</p>
Generator – Large	<p>Takes straight gasoline. Pull the choke, turn the key to start, then push the choke back in (see Cabin Operations Manual for further</p>

	information).
Generator – Small	Takes straight gasoline. Turn knob to choke and crank the start rope/handle (see Cabin Operations Manual for further information).
Guests	Guests must at all times be accompanied by a member, and must sign into the Members Log Book. Guests are allowed to visit the club or use the slalom course a maximum of three times a year.
Jump Ramp	The jump ramp is off limits for swimming.
Lifejackets	Children under 7 and those who are not accomplished swimmers must wear a life vest on the dock at all times, even when accompanied by an adult. Children must complete the following swim test to be exempt: jump in off the dock and come to the surface, tread water for 15 seconds, swim 15 meters without touching (a square between docks), climb out using ladder.
Locking up	Follow the procedures outlined on the back of the main entry door to ensure everything is secured before you leave the site.
Lost & Found	There are several bins above the fireplace in the clubhouse. Please deposit items here that you have found, and check regularly for items you have lost. All items remaining at the end of the season will be given to charity.
Members Log Book	Please sign in each time you visit the cabin (usually found on the dining room table) and make note of any cabin maintenance or security issues.
Membership Roster	There is a current membership roster posted on the back of the main entry door. It is also available on the club website – <a href="http://www.vwsc.org">www.vwsc.org</a> . Contact the webmaster for access to this secure part of the site.
New Member Inquiries	Welcome potential members and give them a tour of the site; ensure it's clear to them that our club is volunteer-driven. Refer them to our website for further information.
Operations Manuals	The slalom course layout, cabin manual and equipment operating manuals are located in the cupboard above the stove or in the cubbies beside the equipment lockup.
Overnight	Groups of 6 or more wishing to spend the night must make a request the Cabin Manager three days in advance. Any water ski function at the VWSC will take priority over any member and guest wishing to stay overnight.
Parties/	This information does not apply to community events. Any new

Gatherings – General Information	<p>events must be approved by the Executive. In general, the Club does not want to promote the use of the facility as a ‘rentable venue’. All parties of 11 people or more will be posted on the web site and general members notified when possible. Must be a member in good standing for one year before applying for party requests of over 20 people. Exclusive use will not be allowed, no club guests will be refused access, the event must not interfere with the enjoyment or use of the club by other members, or conflict with other scheduled events. A maximum of 100 guests will be allowed. See <i>Overnight</i> for information on guest stays.</p> <p>A member must be present for the entire event and accountable for safety of the guests, any damage, and clean up of the premises in a timely manner. The cleaning/damage deposit must be written on a separate cheque that will be held and not cashed unless required. Toilet paper, paper towel, and use of the kitchen resources are included. If the barge is required, see <i>Barge Use</i>.</p>																									
Parties / Gatherings – Corporate Events	Any corporate event of any size must have Executive approval, and may only be held mid-week (STAT holidays excluded). The charge is based on a per-head cost of \$10/corporate guest. Overnight use will also need executive approval and may be subject to an additional charge. A cleaning/damage deposit will be charged per the outline shown below. If the barge is required, see <i>Barge Use</i> .																									
Parties / Gatherings – Third Party Events	At the discretion of the Executive, the club may allow third party use of club facilities. This would typically be to support a group with a mutual interest such as promoting safe boating with the Power Squadron. The club will typically charge a modest fee to help cover wear and tear costs. This fee will also reflect the degree of usage where full access to all facilities will cost more than just dock access. The schedule below should serve as a guide in establishing the fee to be charged.																									
Parties / Gatherings – Private Member Events	<p><b>Members</b> may use the site for their private events/parties based on the following guidelines:</p> <table><tr><th># Guests</th><th>Fee</th><th>Cleaning/ Damage Deposit</th><th>Booking</th><th>Exec. Approval</th></tr><tr><td>Up to 10</td><td>None</td><td>None</td><td>None</td><td>No</td></tr><tr><td>11-20</td><td>\$50</td><td>\$50</td><td>30 days</td><td>No</td></tr><tr><td>21-50</td><td>\$200</td><td>\$100</td><td>60 days</td><td>Yes</td></tr><tr><td>51-100</td><td>\$400</td><td>\$200</td><td>60 days</td><td>Yes</td></tr></table>	# Guests	Fee	Cleaning/ Damage Deposit	Booking	Exec. Approval	Up to 10	None	None	None	No	11-20	\$50	\$50	30 days	No	21-50	\$200	\$100	60 days	Yes	51-100	\$400	\$200	60 days	Yes
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Propane Heaters	There are two wall-mounted propane heaters (in the living room and bedroom). These are left on low over the winter months to avoid																									

	moisture damage, and are turned off during the summer months.
Road Access	There is limited street parking off Coombs Lane. It is about a 10-15 minute hike into the club from the road. Instructions to walk in are located in the Cabin Manual.
Rocks	The rocks on the north-west side of the club's deck are inviting to climb, but are very dangerous. This area is off limits to everyone.
Shower	The shower on the back deck is connected to hot water. Limit shower time to conserve water.
Smoking 2019-06-03	There shall be no smoking at the VWSC site. This includes vaping and includes all docks and vessels moored at our docks.
Swimming	Swimmers should always stay clear of any boat traffic. Please do not swim off the start dock when ski boats are operating in the vicinity.
Towels	Please take the bathroom, kitchen and stray towels home to launder and return them next time you visit.
Washrooms	"Inboard" is ladies, "Outboard" is men's but they are interchangeable. As we use a septic tank, please limit the use of toilet tissue, do not flush any feminine hygiene products, and conserve water by limiting flushes.
Water	Club water comes from a well and a stream that are not regularly tested. Tap water must be boiled vigorously for one minute to be safe for drinking. The filter tap beside the kitchen sink should not be relied upon for safe drinking water. The kitchen bottled water dispenser is for use by all (it is often filled with city water from a neighbouring dock). Water volumes drop significantly in the summer months, so restraint must be exercised to conserve water at these times.

## **CONSUMABLES PROVIDED**

- propane
- cleaning products
- toilet paper, paper towels
- plastic wrap, foil, garbage bags
- paper plates, napkins, plastic cutlery
- coffee, tea, hot chocolate, sugar, coffee mate
- condiments (salt & pepper, ketchup, mustard, relish, mayo)
- drinkable water
- band aids/first aid supplies
- compost bags
- candles
- dish soap, hand soap, soap and shampoo for the shower
- air fresheners

## **DOCK USE**

- no horseplay or running on the dock.
- there are no designated mooring spots on the wharfs.
- once you have tied up, this zone becomes yours for the day as long as you leave your bumpers and/or tie up lines at this spot (please check when you approach the dock).
- the area beside your boat must be kept clean
- report any damage the Dock Wardens or a member of the Executive. Try to temporarily repair the damage if possible, and mark any safety hazards for the safety of others.
- wharves and docks are for members and guests only - a guest must be accompanied by a current member.
- you have the right to ask a non-member to leave. If a problem arises - take down the boat license number and report the incident to both the Executive and the RCMP Coquitlam.

## **LARGE BOAT POLICY** - 2019-04-04

VWSC is an organization committed to towed water sports activities for Members and guests. It is not intended to be a destination mooring facility.

Our docks are built and maintained to support boats that are involved in our club watersports. Larger boats can create a strain on the ability of the club to provide space for watersport boats, and can have added stress on our docks due to their size.

Larger boats not involved in towed water sports should not be moored at the docks. They may come out to drop off members and guests but should not be moored there for extended periods or overnight without specific approval of the executive.

Owners of larger vessels are encouraged to moor at the secure anchorages in the south part of Bedwell Bay. Guests can then be transported to the club via dinghy or other boat to use the club facilities.

This rule does not apply to specific scheduled events for organizations, where the club is receiving a fee or other benefit in return for short term use.

## **RULE INFRACTION COMMUNICATION POLICY - 2019-06-06**

If a member is witnessed breaking a club rule, the observer should first determine if there is an immediate safety risk. If so, they should attempt to remedy the matter with the individual(s).

If the observer is not comfortable bringing the infraction to the attention of the individual(s), they should inform the executive by contacting either a single executive member by phone, or emailing the executive as a group ([executive@vwsc.org](mailto:executive@vwsc.org)). The issue will be handled by the entire executive committee, and corrective action taken if required.

If the executive committee determines that the infraction warrants action, an email will be sent or telephone call made to those involved, bringing the matter to their attention. The author of the communication will either be the executive member whose area of responsibility aligns closely with the associated rule or policy, or the president. It will typically be sent on behalf of the entire executive.

If the matter is not resolved to the executive's satisfaction, then other actions may be taken, including a written warning, or having the offender attend an executive meeting to discuss the issue. Further action may involve expulsion from the club for severe infractions or unwillingness to take appropriate corrective steps.

## **WATER SPORT GUIDELINES - 2020-10-13**

Boating safety regulations and protocols are defined by Transport Canada (<https://ca.binnacle.com/pdf/Safe-Boating-Guide-Canada.pdf>) and our governing body, Water Ski & Wakeboarding Canada (<https://waterskicanada.ca/wp-content/uploads/Boat-Driving-Safety.pdf>)

In addition to following and abiding by the above safety regulations and protocols, as members of the VWSC we act as stewards of the bay. It is imperative for our long term success as a club that members consistently demonstrate responsible boating behaviour.

All members must use a spotter when skiing/riding in Bedwell Bay.

Boat drivers must drive dead slow from entrance of bay to avoid disturbing the water when skiers are in the bay, and also when slalom skiers are lined up in the North bay in the early mornings.

In general, tow boats in the bay must travel counter-clockwise from the dock, departing and arriving in the SOUTH direction.

Any damage made to the course or balls must be repaired or reported to the Dock Warden/Executive immediately.

### **1) Slalom Skiing**

- only one boat will be in the course.
- all members skiing the course before 9AM will line up in the NORTH Bay to await their turn, and should communicate with other boats as they arrive. Turns will alternate between boats, regardless of the number of skiers per boat.
- no other boats can use the trick course or jump during Slalom skiing.
- six times through the course or three falls is maximum per skier. This applies only when there are more skiers waiting their turns.

### **2) Jump & Slider**

- only one boat allowed to tow in the bay while jump or slider in use
- helmets are mandatory
- proper protective suit and vest also required for jump
- waivers must be signed by non-members
- depending on others waiting, a set of four passes is recommended
- boarders should remove their fins; no club boards to be used on these obstacles.

### **3) Wake Surfing**

- members are requested to be respectful of the club and community and not surf in Bedwell Bay, as the large wakes cause damage to docks.

## ORIENTING VISITING GROUPS

- **water:** tap water is not drinkable
- **bathrooms:** “Inboard” is girls, “Outboard” is boys but both can be used
- **septic:** limit tissue use and let the yellow mellow
- **bedrooms:** no access to bedroom areas
- **boundaries:** stay on docks/decks – not allowed to climb on rocks, go below deck area, or up the trail, no running or horseplay on dock
- **swimming:** in designated area only, no climbing on pole
- **lifejackets:** always behind the boat; on dock if under 7 years old, if not accomplished swimmer, and if swim test not successfully completed
- **food/drinks:** all cans in recycling bin & all food eaten outdoors
- **personal safety:** hats, sunscreen, hydration & shoes on for slivers!
- **equipment:** skis, wakeboard, kneeboard - no tubing allowed for liability reasons
- **cleanup:** return all gear to back deck for rinsing
- **events:** sign-up for turns (if being used)
- **volunteers:** introduce and thank club volunteers – point out first aid person
- **HAVE FUN!!!**