

# Belwood Lake Sailing Club Members Handbook

## THE LAKE AND OUR SAILING CLUB

Lake Belwood, seven kilometres long from the Shand Dam to the bridge at the village of Belwood, varies in depth from 3 to 17 metres. The area contains sheltered inlets and a large area of open water ideal for both mono and multi-hull sailboat racing and cruising. The open water area is subject to the prevailing south-westerly and westerly winds, ensuring interesting and lively racing. There are few areas with submerged tree trunks or sand bars, and these only affect boating later in the season when the lake levels are low.

The Grand River Conservation Authority (GRCA) manages this lake. The members of the Belwood Lake Sailing Club (BLSC) are tenants of the GRCA. Our Club is located to the northeast of the dam, and is connected by a paved cottage road (Ninth St.) approximately one kilometre off the Fergus/Orangeville highway, County Road 18. The driving time to the Club is approximately ten minutes from Fergus, and 25 minutes from Guelph's north end. See the area map on page 9.

### Description of Club

The Belwood Lake Sailing Club was formed in 1974. Since the beginning it has been located on an approximately eleven-hectare site comprising a wide shingle beach, a grassy shaded picnic area, and a camping/sport field. See the site map on page 8. Facilities include a clubhouse, a concrete launch ramp, one launching and one mooring dock, boat and car parking spaces, and several launching dollies. We have two motor boats, two garages, a shed and canoe/kayak racks. The facilities are capable of accommodating boats from canoes to day cruisers. The maximum boat length allowed is 6.4m (21ft), and boats powered by motor only are not allowed.

### The Clubhouse

The clubhouse comes with hydro, flush toilets, stove, refrigerator, and running hot and cold water. A fire extinguisher is readily available just inside the door. The kitchen cupboards hold dishes and cleaning supplies among other things. There is a sitting area, outside deck, table tennis table, and notice boards. The women's toilets have an area for changing. The back section of the building has a men's change area and also serves as a storage area for lockers, sails, and sailing gear.

### The Shed

The shed behind the clubhouse was used to store canoes and kayaks but it will be repurposed for more storage space, with lockers.

### Other Amenities

Propane barbecues are also provided, a play area for children, volleyball court, ping pong table and a central fire pit.

### Racing and Regattas

Throughout the summer an active program of both weekend and evening racing is provided. Various trophies are hotly contested, including a Club Championship cup. The Wellington Cup is a one day regatta held in June rotating between BLSC and our sister clubs the Guelph Community Boating Club, located on Guelph Lake, and Conestogo Sailing Club on Conestogo Lake.

In addition to this the Club hosts regattas for various sailing associations, with camping offered. In the past we have hosted the following events:

- Mirror Provincials, Nationals and North Americans.
- Multi-hull open class and Dart Association National Championship trials.
- Y Flyer North American and International regattas.
- Siren regattas.

Race courses are marked with buoys and races are conducted as per the International Racing Rules of Sailing with the addition of our own local rules. Portsmouth handicaps are used for the open fleets. A powered race committee boat, a powered mark/safety boat and/or a shore station control racing.

For more information, see the website or contact the Racing Captain.

### **Cruising Evenings**

Once a week cruising evenings are organized where members can enjoy noncompetitive sailing in the company of others. For more information, see the website or contact the Social Captain.

### **Crewing**

Those without a boat who would like to crew for someone else to get experience or just for the enjoyment should contact either the Racing Captain or the Social Captain depending on whether they are interested in competitive or non-competitive sailing.

### **Social Programs**

During the season a variety of social events are held for the members. These range from barbecues, pig roasts, wine and cheese evenings, family camping, children's fun days, on the water treasure hunts, etc.

### **Regalia**

To show your pride in the club, wear a T-shirt, golf shirt, or ball cap, etc. with the club logo embroidered on it. Many styles are available in a wide range of colours. There is a catalogue on the website you can make your choice from, then you fill in the online order form, save it and send it to our Regalia Coordinator who will let you know the total price and will order the items for you. (The catalogue doesn't show prices unless you are a dealer, and anyway we have to add the embroidery costs.) Or find out who the Regalia Coordinator is (ask anyone on the Executive) and he/she will show you a printed copy of the catalogue.

### **Our Members**

A successful club is its membership. In recent years our membership has been averaging over 100 families. Every member is a volunteer capable of assisting in some aspect of the Club's programs. Club members run the racing, the social programs, the day-to-day maintenance and future planning of the Club. As in all similar organizations, an executive board is elected every year to provide direction and management.

## **YOU AND YOUR CLUB**

Welcome to the Belwood Lake Sailing Club. You are now a member of one of the finest small boat sailing clubs in Ontario. Feel free to do your own thing, with of course due consideration to your fellow members and families. In common with all clubs, we have a set of bylaws setting out the structure and operation of our organization. Take a few minutes to read through the copy on our website.

### **The Executive Directors**

The Club has an elected committee known as the Executive or Board of Directors whose job it is to ensure the well being and smooth running of our organization. Each director has a title, these are: Commodore, Secretary, Treasurer, Vice Commodore Fleet, Vice Commodore Facilities, Maintenance Captain, Publicity Captain, Supply Captain, Social Captain and Race Captain. Commodore is limited to a two year term. Other directors should not be on the Executive for more than five consecutive terms. The administration year covers the period from November 1st to the following October 31st. All members in good standing are eligible for election to the above positions. For further information on administration, check the online copy of the Club Bylaws.

## **General Meetings**

Twice a year, before the Club Opening and after the Club Closing, General Meetings are held offsite in order to conduct Club business such as approving budgets, discussing future plans, and electing Club officers.

## **Car Parking**

Probably as a new member your first concern will be where to park your car. The main site available is the area to the left from the gate to the garage, and there are more spaces near the clubhouse. If you park by the clubhouse, leave room for vehicle access to the shed behind and do not park where you are blocking the boats. Do not drive cars onto the picnic area or park at the back of the clubhouse on the septic bed.

## **Boat Identification**

On joining the Club you are allocated a membership number. This number will be your ID number for ever, and self-stick copies of this number are provided for each boat, kayak and canoe that you bring to the Club. As this is our only means of identification, the numbers should be affixed to a visible part of the transom of each of your boats, including canoes and kayaks. In cases of emergency such as windstorms etc., this number enables the Club to contact you. A list of members' ID numbers is generally pinned up in the clubhouse. If you need new numbers, a set of spare ones are pinned to the notice board in the clubhouse. For more information, contact the Membership Captain.

## **Boat Parking and Storage**

BLSC has a strict system of boat space allocation. The club is divided into areas suitable for different types and sizes of boats – from mast down small boats to catamarans. When you first join the club you will be allocated a spot or spots depending on the type and size of your boat(s). The Executive may from time to time reorganize the boats if areas become too full or less used. Contact the Membership Captain if you have any questions about boat parking.

## **Your Boat Space(s)**

Your allocated boat space(s) are yours as long as your membership is up-to-date. Memberships must be renewed each year on or before May 31<sup>st</sup>. After that date, any unpaid member's boat space(s) become available for allocation to another member. Your ID number must be visible, preferably on the transom, at all times.

## **Canoes and Kayaks**

Canoes and kayaks must be stored on the storage racks behind the clubhouse. These have hardware so you can chain the craft to the racks to prevent theft. The spaces are not allocated, but your ID number must be visible on the outside of the stern end.

## **Winter Storage**

The Club encourages boats to be taken home over the winter season as there is no regular patrol at the clubsite and it might be a long time before any problems are noticed. However, many boats are left at the clubsite. Be aware that serious storms including tornadoes may happen any time of the year. These have caused damage such as tree limbs falling on boats and boats being blown off their dollies or trailers.

## **Insurance**

The Club has insurance coverage to protect the Directors from liability. This insurance does not cover individual boats or owners. If you require insurance protection for yourself or your boat, you must provide it yourself.

## **Keys**

You will be given a key when you join the Club. This will open all locks at the clubsite – the gate, the clubhouse (including the storage area at the back), both the garages, and the shed behind the clubhouse. Keys are not to be duplicated, but extra keys can be obtained from the Treasurer for a small cost if

required or if lost. Keys are changed every few years, when new ones are issued to members. If you leave the Club, please hand in your key to the Treasurer.

### **Lockers**

There are lockers available for members to store sailing equipment between visits. They are in the storage area at the back of the clubhouse, and in the shed behind. These are available on a first come, first served basis. Provide your own lock, and mark your locker with your name and ID number.

## **GENERAL RULES**

### **Sailing**

- Be familiar with and observe all boating safety rules.
- Wear approved PFDs on the water. PFDs are *required* while taking place in the racing programme.
- Be off the water before a storm breaks.
- Keep the ramp clear at all times – take turns when several members need to launch or haul out at the same time
- Move your newly launched boat away from the launching dock as soon as possible, either by taking it to the mooring dock or by rigging and sailing away quickly.
- Tie your boat to the dock in such a way that it doesn't impede other boats.
- Keep an eye on your boat while it is tied up to the dock.
- Don't leave a boat tied to the dock for long periods.
- No boats are to be anchored off shore

### **Pets**

As a tenant of the GRCA, the Belwood Lake Sailing Club adheres to the pet policies of the GRCA. These policies are as follows.

- Pets are not allowed in the water except from the back beach.
- Pets must be leashed at all times and this leash is not to exceed 2 metres in length.
- We also ask that pets be kept quiet and are not left alone tied up or in vehicles.
- Poop and scoop, and take it offsite with you.

### **Swimming and Fishing**

Water and children are a great combination, but only if the water is treated with respect. Your responsibility is to anyone in your group or family that chooses to enter the lake. The Club does not employ lifeguards. Water shoes are highly recommended.

To ensure the safety of everyone using the lake, the Club requires the following:

- Children under the age of 16 must be supervised by an adult while swimming.
- Boats have the right of way adjacent to the Club shoreline and docks. Swimmers must not impede boat movements.
- Swimming is to take place on the windward side of the mooring dock. That is the side opposite where the boats tie up.
- There is a swimming platform anchored just off shore for swimmers to use.
- No glass or sharp objects are allowed on the shoreline or docks.
- No fishing is allowed from docks or shoreline.

### **Miscellaneous**

- Do not drive vehicles over the septic bed located behind the clubhouse.
- Cut the grass around and underneath your boat(s).
- Check your assigned work week date (see page 6 below)
- Obey the posted speed limit on the cottage road.
- Be aware of overhead electrical cables from the gate to the garage.
- The Executive reserves the right to limit the personal use of the Club's electricity.
- No dogs in the clubhouse.

- No smoking in the clubhouse or on the deck.
- If you notice an item in the clubhouse is low, such as tea bags or toilet paper, write it on the board by the window so the Supply Captain can replenish it.
- If you are the last one to leave the Club, turn off all lights and the water heater (switch on the wall to the left of the sink), and check that all doors are locked, including the garages. After you exit, lock the gate behind you. Note that the gate has two padlocks, ours and one for the GRCA to access the property. Make sure when locking ours that the gate can be opened by either padlock.

*As you realize, all of the recommendations and suggestions set out in this booklet for parking, picnicking, camping, etc. are made for you and your family's safety and well being. They also assist in assuring the contentment of other Club members.*

## **USE OF FACILITIES**

### **Picnicking**

So by now you've checked out the picnic area. It is one of the highlights of our Club. The boundaries are the cedar hedge to the south, the shoreline to the west, and the boat parking area to the north. The field and the area around the shed behind the clubhouse are also available.

### **Barbecues**

No picnic is complete without some outdoor grilling, that is why we have propane barbecues on site. Feel free to use them. It will help the next user if you clean the grill for, as you know, they are notorious grease makers. Make sure you turn off the propane tank valve after use! This is essential for their safe usage. If you run out of propane please replace it with a full one. The tanks are located in the shed behind the Clubhouse (full tanks are on the left, the empty tank goes on the right.)

### **Play Equipment**

More than likely while you looked for a picnic table, the kids made a dash for the play equipment. Please take note of the posted notice suggesting age limit (12 and under) and parent supervision. Statistics show that accidents do happen to kids using play equipment.

When your kids have finished with it, check that the cover is on the sand box. Raccoons just love to use it as a poop place.

For rainy times, there is a ping pong table in the clubhouse. Make sure the bats and balls are left tidy after a game.

The volleyball court is behind the clubhouse. The net and ball are in the clubhouse. The ball is in the black cabinet below the "Regalia" sign and the net is in a black hard case beside the cabinet. Please put them back when you have finished playing.

### **Cooking in the Clubhouse**

You have a choice of equipment in the kitchen to cook in comfort. This includes a microwave, stove, refrigerator and hot water. Leave these clean and check they are turned off when you have finished with them. Did you leave anything in the microwave, fridge, sink or oven?

If you are the last to leave, switch off the water heater if it is on. The switch is on the wall to the left of the sink. Are there any dirty dishes in the sink? Are the toilets overflowing? Is there any water running?

### **Garbage**

Take your own garbage back home with you as the Club does not have township garbage pickup.

### **"Donations"**

We have been lucky to have had donations of furniture and other items to add to the enjoyable use of the club. However, before leaving that three piece suite you don't need anymore, check with VC Facilities that the Club could make use of it - we don't want to be swamped with old furniture.

## Camping

First and foremost we are a sailing club, but we also realize that with our facilities, camping is an added bonus. With this comes responsibility to the Club, its members, cottagers, and the GRCA.

Here are the camping rules:

- The person signing the annual membership form must be a member of the camping party.
- Camp in the field (or behind the clubhouse – members only): leave all other areas open for other uses. Do not obstruct access to the boats.
- Specifically do not set up camp on the septic bed, play area or picnic area
- Limit your stay to a maximum of four nights.
- At the request of the GRCA, individual campfires cannot be allowed - instead a designated central fire pit is provided.
- If you use the clubhouse facilities or washrooms, give them a clean before leaving.
- If you have to bring your pets, see the rules in the Pet section on page 4 above. Do not leave pets unattended in your tent or trailer.
- If you take a table from the picnic area, return it before leaving.
- We do not have garbage or recycling collection, therefore take yours home.
- Do not use the clubhouse for sleeping in overnight, except in emergencies.

## Do You Want to Invite Visitors?

In fairness to all other members who have paid fees to the Club, the Club has drawn up visitor guidelines. Please limit your guest party to one family only. If you would like to plan a larger event, this is OK but please co-ordinate it through the Executive who will check it will not clash with anything else on the schedule. There is a **Request For Group Visit** form on the website both under *Membership->Visitors* and *Racing->Visiting Fleets*. Download a copy, fill it in and get it OK'd by the VC Fleet. Your guests are your responsibility.

People who crew for you on a regular basis but are not members of your immediate family are expected to join as members themselves, perhaps as Associates if they do not own a boat.

If a visitor will be sailing with you or wants to bring his or her own boat – they must sign a waiver. Forms for this purpose are in the clubhouse.

Visitors who want to join the Club can find Application Forms in the clubhouse or on the website.

## Visiting Fleets

The Club has hosted several outside fleets and is pleased to make our facilities available to them, as long as they do not interfere with the regular activities of our Club. If you know of an outside fleet interested in using our Club for a regatta, get them to apply to the VC Fleet using the **Request for Group Visit** form mentioned above. All sailors participating in such regattas must sign a waiver form, available in the clubhouse, if a similar waiver is not part of their registration process.

## CLUB OPERATION AND MAINTENANCE

### Work Weeks and Work Parties

The Club is run by its members, and of course this means that everyone is expected to pull his or her weight to help the Club remain safe, clean, well-organized, and fun for all. Each member who is not currently on the Executive or for other reason exempt is assigned a work week during the season. A work week runs from a Wednesday to the following Tuesday. Sometime during the assigned week, the member is expected to complete the particular task requested. This might be cleaning the clubhouse, cutting the grass, picking up garbage, etc.

In addition to the work week, everyone is asked to attend the two major work parties of the year, the Club Opening in the Spring and the Club Closing in the Fall. As well as getting the necessary work done, these are social events. A lunch is served and stories are swapped.

Occasionally, a one time job is planned when volunteers are asked to spend some time perhaps painting or re-roofing or building a new dock. Please answer the call especially if you have skills in the particular area.

### **Mowers and Riding Tractors**

Use a mower from the garage to keep the grass cut in your boat space(s). Use either a mower or a riding lawn mower to cut the grass if this is your designated task. Refill the mowers and tractors from the gas can at the back right of the left hand side garage. Let the Maintenance Captain know if the gas needs replacing. For extra neatness, there is a whipper snipper in the same garage by the door to the left with its own gas for refilling.

### **Motor Boats**

The motor boats should only be used by members who have had training in their operation, and who carry a PCOC (Personal Craft Operator's Card).

### **Docks**

The lake water is let out through the dam during the summer season to regulate the flow of the Grand River downstream. As a result the water level goes down and the docks need to be pushed out regularly, often once or twice a week. The mooring dock needs a party of six or so people to physically push it out. The launching dock can be pushed out by one person though two are better. The process is as follows:

- Release the further out auger post from the lake bottom by unscrewing it counter clockwise with the large wrench (kept in the garage in the wheelbarrow). When free, lift it until the pin hole is visible (you will see water gush out) and put the pin on the string in it to hold it up.
- Release the nearer auger post in the same way.
- Using one of the boat dollies, lift up the shore end of the ramp and push it out, with the second person keeping the dock parallel to the concrete ramp and about a boat's width away.
- Rescrew both the auger posts into the lake bottom in reverse order, i.e. near shore one first. They will screw in about 6 to 12 inches.

If the nearer auger post is out or nearly out of the water, do not attempt this procedure but contact the VC Fleet or Maintenance Captain. To avoid this happening, the docks should be pushed out regularly. Normally the racing group handles the docks as they are there twice a week, but if any member notices that the docks need pushing out, it is up to them to organize a group to do it, or to alert the Maintenance Captain of the situation.

## **COMMUNICATING WITH MEMBERS**

### **Newsletters**

The Club puts out regular newsletters to all its members to let everyone know what is planned and to give reports of events such as races, meetings, etc. The Publicity Captain always welcomes articles of interest to the members, and photographs of events. Members who have e-mail and Internet access are sent the newsletter via e-mail. The latest newsletter and the copies from several years back are posted on our website. E-mail messages are sent out to the membership at large in between newsletters, usually as reminders of upcoming events. Groups such as the Racing Group receive separate e-mails about the racing program.

**Website** <http://www.blsc.on.ca>

The website has been designed and is maintained by our members. Its purpose is to keep members up-to-date about the activities of the Club and to provide a reference for information about the Club such as the schedule, the racing rules, the executive contact details, etc. New posts are added frequently describing recent events. There is a Boats For Sale section – let the Publicity Captain know if you wish to advertise a boat. (You may also put your own notice up on the board in the clubhouse but it must be

dated.) The website also serves as a site for potential members to browse if they are deciding whether to join us, and there is a downloadable application form available for this purpose. If you have any photographs or other items that could be used, contact the Publicity Captain.

**Facebook**

Our Facebook page can be accessed via <https://facebook.com/blsc.on.ca> There are lots of photos and videos there – post one yourself!

**FINALLY**

Watch for your newsletters and mark your calendar with the advertised dates. See the calendar below for standard annual events. Join in with as many as possible – you will quickly get to know your fellow sailors and it will enhance your enjoyment of the Belwood Lake Sailing Club.

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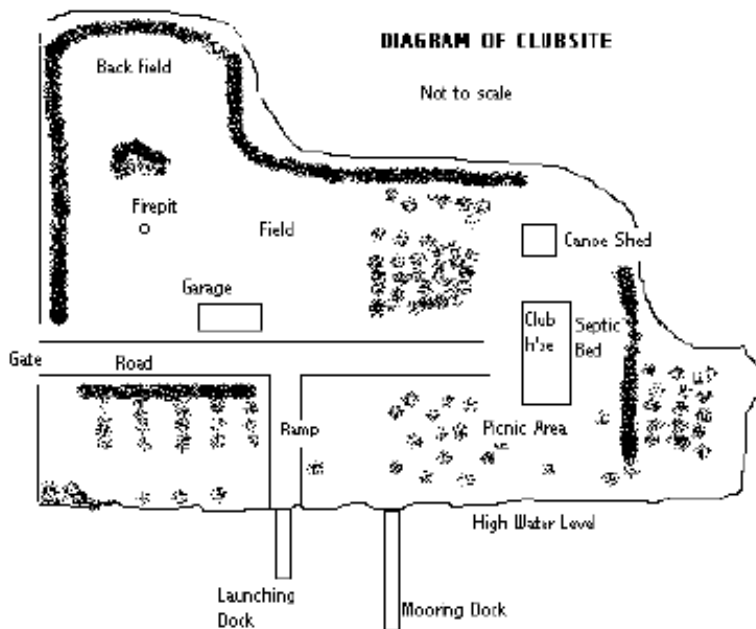
**Regular Annual Events**

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April	Spring General Meeting
April/May	Opening Work Party and Lunch
May	Racing Programme starts
June	Wellington Cup
July	Cruise to Belwood
August	Corn Roast
Late Summer	Commodore’s Cup and Junior Regatta
September/October	Closing Work Party and Lunch
October	Fall General Meeting

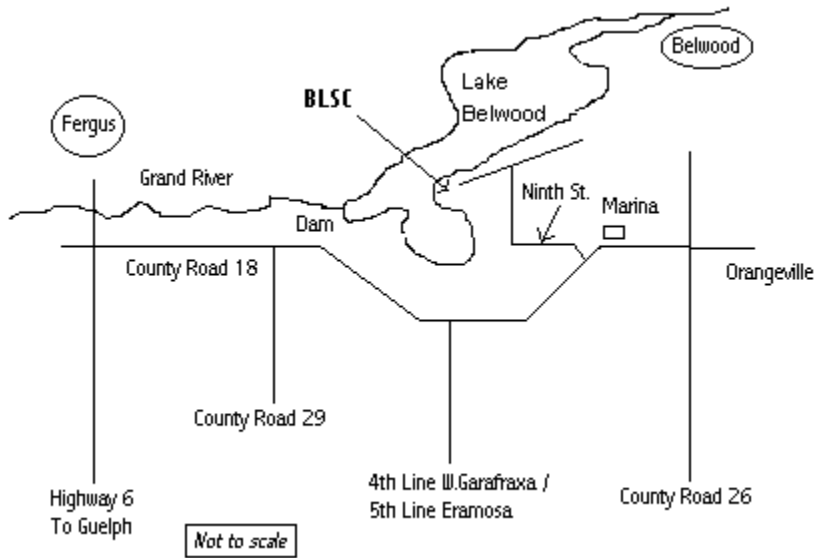
**DIAGRAM of CLUBSITE**

(Note – this is an old diagram, and new one will replace it in the future.)





## MAP OF AREA



**Belwood Lake Sailing Club**  
**PO Box 1572,**  
**Guelph, ON N1H 6R7**

[www.blsc.on.ca](http://www.blsc.on.ca)

[facebook.com/blsc.on.ca](https://facebook.com/blsc.on.ca)

[commodore@blsc.on.ca](mailto:commodore@blsc.on.ca)

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