

SQUAMISH



PADDLING

CLUB

Boat Storage Policy

December 2020

1. Introduction

The Squamish Paddling Club had funds from the Whistler Olympic Legacy Fund transferred to it by the Mamquam River Access Society and undertook building a boat storage facility on the Mamquam Blind Channel. The District of Squamish has a license agreement in place for approximately 1,200 square feet for 5 years for 37956 Loggers Lane starting September 1, 2015. The agreement allows for the installation and use of a storage facility / clubhouse for community recreation events and initiatives.

The following sets out the rules/policy governing the use of the rented land and constructed boathouse, as well as establishes a plan for future growth that is consistent with the club's long-term strategic plan of growing paddling sports in Squamish.

Storage of white water equipment at the Mamquam White water access site and Storage of the Club's trailer are not addressed by this policy.

2. Definitions

- a. *"A member in good standing"* is defined as a member who abides by the rules/policies established by the club and has paid the applicable membership fee or arranged a payment plan by no later than April 1.
- b. *Boat* includes but is not limited to single surfski, single sea kayak, standup paddleboard (SUP), OC1, and V1.
- c. *Squamish Paddling Club Storage & Facilities Committee (SPSC)* the member/(s) of the executive assigned storage responsibility at meetings of the executive. To prevent key person responsibilities and activities halting when a volunteer has work or holiday commitments this committee should have more than one member.
- d. *The Executive* – the executive board of the Squamish Paddling Club as voted in at the latest AGM.
- e. *The Club* – the Squamish Paddling Club
- f. *The District* – the District of Squamish
- g. *CKBC* - Canoe Kayak BC is the Provincial Sport Organization which actively encourages and provides opportunities to enjoy, participate and excel in paddle sports.

3. Application process

The Squamish Paddling Club makes space available for members in good standing to store boats for paddling purposes. The storage rules/policies have been established to provide a fair system for allocation and use of space. The rules/policies are as follows:

- a. Requests for boat storage must be made on the club's website using the Storage Waitlist Form.
- b. All requests will be ranked based on the clubs priorities and date on which they were received.
- c. A waiting list will be established and posted in an area accessible to all of the Executive. The list will be updated periodically as new requests are made, cancelled or filled.
- d. When space becomes available, the first member on the waiting list will be notified immediately, in writing, and must make every effort to pay for the space within a week. If the member is unable to pay they will be removed from the list and the next person on the list will be notified.
- e. Both the assigned rack list and the waiting list will be stored on the Squamish Paddling Club's Google Drive folder to allow the backup storage assignee to take over when the principal assignor is on vacation or has work / personal commitments.

4. Acceptable Use

- a. Articles that can be stored in the Storage facility include one boat, and one paddle (and the necessary safety equipment for the vessel) per rented storage rack.
- b. Racks should not be double stacked under any circumstances.
- c. Unreserved racks should not be used to store additional boats not paid for.
- d. No other boat should exceed 7.0 m (23 ft) in length and 89 cm (35 inches) in width.
- e. OC1 and V1 must have their outriggers removed when on a rack.
- f. A member can rent a maximum of 1 racks at a time.
- g. Only residents of the District of Squamish can rent racks.
- h. A member must volunteer at least 6 hours per rented rack per year in a capacity approved by the Executive. The Executive maintains a list of volunteer roles required for the club to run smoothly and will draw on this pool of volunteer capacity.
- i. All boat users are required to familiarize themselves with Transport Canada and Canadian Coast Guard Safety Equipment requirements for their boat prior to paddling. Violation of any of these Policies or Rules may result in the loss of rack space.
- j. Contracts for storage of larger boats will be negotiated on an individual basis. Requests must be made in writing to storage@squamishpaddlingclub.com and the contract must be signed prior to placing a boat in the boathouse. Appropriate fees including storage and membership will be due immediately.
- k. Should a commercial teaching operation wish to rent racks, an application would need to be made to the SPSC at storage@squamishpaddlingclub.com who will forward it to the Executive of the Club – the request should include the proposal which conforms to the Commercial Operations Checklist. The Executive will assess the application with regard to how it will benefit the club membership and the long term mission of growing the Paddling Community in Squamish. Preference will be given to operations running certification programs under provincial, national or international training agencies.

5. Rack Optimisation / Designation

- a. The assignment of specific rack is at the discretion of the SPSC. The committee will use the following criteria to ensure the allocation of the more accessible racks is as fair and equitable as possible: height, experience, weight, length/size, boat type.
- b. The SPSC reserves the right to move, relocate or remove any stored boat. The affected member will be notified by the SPSC, in writing, prior to initiating such action. The notification will explain the reasons for such movement, relocation or removal of the boat. If the affected member disagrees with the action taken by the SPSC, a written appeal may be initiated by the member to the SPSC within 30 days.
- c. The SPSC will notify the Executive of all written appeals.
- d. Storage racks are designated by boat type. The containers are designated SUP, OC1, Surfski and Sea Kayak storage spaces. The Breezeway is being transformed into club storage, once the existing members vacate their racks they will not be available for future rental. Boats will be assigned a storage space by the SPSC based on the boat type and availability of suitable space.
- e. A member who has been assigned a rack and wishes a different location in the boathouse, must make a request in writing to the SPSC. Requests will be assessed at the time of renewal and vacant racks will be prioritised to move requests ahead of new rentals.

6. Termination of Storage

- a. Storage rack renters wishing to discontinue occupancy of their rack should notify the SPSC in writing as soon as possible. With regards to the upcoming season, notice should be given before April 1st and the boat removed as soon as possible.
- b. If no notice is received the term will automatically renew and payment will fall due on April 1.

- c. The SPSC will send reminders in March that the annual renewal is due and follow chaser emails on April 30.
- d. After May 30 any rack not paid for with a boat on will be emptied by the SPSC (notice will have been sent out on May 15 to the member to collect their boat). The boat will be advertised for sale or become Club property.

7. Fees

- a. Storage fees will be determined on an annual basis by the Executive.
- b. Storage and membership fees are payable annually in advance and are not refundable or pro-rated.
- c. All boat owners will agree to storage terms as part of the online renewal, which includes a description of the equipment stored. This agreement will remain valid for as long as the member is in good standing.

8. Risk of Loss

- a. All boat owners store their boat/equipment at their own risk. The Club does not assume responsibility for damage, loss or theft involving members' boats/equipment stored at the Club's premises. It is the sole responsibility of the boat owner to obtain the appropriate insurance protection.
- b. All equipment is stored or transferred at the risk of the owner. The Club does not assume responsibility for damage, loss or theft of members' equipment stored on Club premises or while being transported to or from an event (social, competitive or other). It is the responsibility of the member to obtain the appropriate insurance protection
- c. The District requires the club to maintain commercial general liability insurance of not less than \$5 million with a deductible of \$5000 or less per occurrence, this is covered by the CKBC Insurance policy.

9. Combination Locks / Security

- a. The combinations to the cable locks in the containers to which other boats are attached should only be known by SPSC to maintain the highest level of security.
- b. The combination to the locks on the external doors should be changed at a minimum on May 1st .

10. Events at the site

- a) The Club is covered for sanctioned Canoe, Kayak and Cross Training Activities under the CKBC Insurance policy.
- b) No Alcohol may be sold, provided, offered or consumed at or on the area licensed by the District.
- c) Events of a larger scale will be subject to the District of Squamish Special Events policy available at: <http://squamish.ca/assets/Special-Events-Policy-D07A-02.pdf> (included as Appendix A to this policy).
- d) The club will run its social races as well as larger scale races (i.e. the Canadian Surfski Champs) from the clubhouse.
- e) In addition to races and social paddle series, the club will run (or host other parties who run) training courses or clinics for a paddling discipline to develop participants. Where possible these will be run from the clubhouse or use the clubhouse as a meeting point.
- f) Since the facility is a community facility it will not be rented as a complete facility as this would prevent the membership from having daily access to their stored boats.
- g) If suitable rack space is available it will be made available to participants of events on a weekend / day rental basis. The fee of such a rental would be determined by the Executive from time to time.

11. Expansion

- a) Any alteration to the existing structure requires an application for a new building permit from the District of Squamish.

Appendix A



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