ST. JAMES TOWN SAILING CLUB

Member Handbook

2008

ST. JAMES TOWN SAILING CLUB

Located at: 10 Regatta Road, Toronto
Mailing Address: 970 Queen St. East, Box 98092, Toronto, Ontario, M4M 3L9

Telephone: (416) 466-3421
Website: www.sailtoronto.com

CLUB OBJECTIVES:

- to provide low cost sailing to the Toronto community
- to provide opportunities to learn sailing skills at all levels
- to develop racing skills
- to provide a community social atmosphere for club members

CONTENTS

General Information…5
History of the club, governance and affiliations

Membership…8
Membership types, refund policy and inviting guests

Clubhouse and Grounds……11
What's what around the club and important lock-up procedures

Fleet…..14
Sign-out procedures and care of the fleet

Education and Safety…..16
Courses available and the J-Town Safety Policy

Race…..21
Race events, sign-up procedures and awards

Incorporation Documents….30

By-Laws….35

HISTORY

St. James Town Sailing Club was created over the winter of 1967/1968 by a small group of sailors who wanted an inexpensive alternative to the established yacht clubs in Toronto.

In its first season, home for almost all of the members of the club was the newly built St. James Town apartment complex. The club was backed by the St. James Town YMCA branch, both financially and by its well respected name. The club's first fleet of Albacores (7 by the end of the season) was leased from the builder, Grampion Marine, for the sailing season. We rented space at the Toronto Island Marina and erected a small structure to serve as an equipment locker. An old fourteen foot wooden boat and a 1950's vintage five horsepower outboard motor were also acquired for rescue purposes.

The Friday night racing program began with North Toronto Sailing Club (now known as Toronto Island Sailing Club), also located in the marina, and Westwood Sailing Club, which was then located just east of the Royal Canadian Yacht Club in an old community centre.

Move to our Current Site

In 1973, the club relocated to its present site with five other clubs and formed the Outer Harbour Sailing Federation (OHSF). J-Town is located on land formerly owned by the Toronto Harbour Commission (THC) and created from landfill.

In 1982, the OHSF entered into its first short term license with the THC. J-Town essentially sub-leases its site from the Federation. The THC was unwilling to provide long-term tenure in view of its plan to eventually develop the north shore lands for port-related uses. A series of short-term license renewals followed.

The City of Toronto acquired rights to the north shore lands in 1991 and created a new City park in which the club is now located, becoming the club's landlord. The City initially provided OHSF with a five-year site license. This was reduced to a year-by-year lease when the land was included as part of Toronto's unsuccessful Olympic Bid Proposal in 2001. Prospects for regaining longer-term lease arrangements rest largely on emerging details and development of Toronto's most recent Central Waterfront Plan (www.towaterfront.ca), which aims to create a Lake Ontario Park along the North Shore of the Outer Harbour.

GOVERNANCE

In 1977, the club incorporated and ceased its affiliation with the YMCA. The club is governed by a constitution and administered by an elected executive.

The Club is a not-for-profit organization for tax and legal reporting purposes.

The Letters Patent and By-Laws appear at the end of this Handbook.

THE EXECUTIVE

The club is managed by a volunteer executive, elected at the Annual General Meeting. The positions are:

Commodore	Vice Commodore	Past Commodore
Treasurer	Secretary	Communications
Membership	Fleet Captain	Race Chair
House	Social	Site Planner

The duties of the Executive are described in the by-laws.
Volunteers are always needed to assist the executive.

AFFILIATIONS

Canadian Albacore Association (CAA)

This body governs and promotes the Albacore class in Canada. It regulates the class rules, maintains the register of boats and issues certificates to boats which conform to class specifications. Their bi-monthly newsletter is "Shackles and Cringles". (www.albacore.ca)

Outer Harbour Sailing Federation (OHSF)

The Federation is comprised of St. James Town, Mooredale, Westwood, the Outer Harbour Centreboard Club, the Toronto Multihull Cruising Club, Water Rat Sailing Club, Toronto Windsurfing Club, Hanlan Boat Club and Aquatic Park Sailing Club. Two representatives from each club sit on the OHSF executive to manage road maintenance, garbage disposal, toilets, dock facilities, and monitor issues relating to land and water use planning in the Outer Harbour. (www.outerharbour.net)

Canadian Yachting Association (CYA)
Ontario Sailing Association (OSA)

The CYA and OSA promote and direct sailing in Canada and Ontario respectively. Club membership fees fund the following services:

- instructor development programs
- sailing education and safety publications
- race management (e.g. CORK)
- protest committee training
- youth sailing programs
- volunteer development programs at the OSA annual conference
- advocacy to government authorities on policy issues affecting sailing
- "Sail Ontario" magazine, free to all members of OSA member clubs.

Further information can be found on the OSA website (www.sailon.org) or the CYA website (www.sailing.ca).

MEMBERSHIP

The success of St. James Town Sailing Club is a reflection of the community effort and the spirit of the individual members.

All members must be 19 years of age or older. The membership year ends on March 31 of the year following the sailing season.

Sailing Members

The limit on the number of sailing members is determined annually by the Executive.

Sailing Members are entitled to:
• all sailing, social and voting privileges
• sailing instruction and White Sail proficiency certification
• unlimited use of the club facilities

The sailing membership fee does not include educational programs such as Learn-to-Sail, Bronze Sail, Race Training, and Power Boat Training programs.

Social Members

Social Memberships are available to previous social and sailing members.
Any full sailing member may invite one friend (or spouse) to be a social member.

Social members are entitled to unlimited use of the club facilities except:
• they are only eligible for election to the position of Communications, Secretary, and Social
• they have no sailing privileges

Refund Policy

All requests for refunds must be submitted in writing to the Membership Director for approval. Typically, refunds are approved due to health reasons or relocation outside the Metropolitan Toronto area. Other reasons will be considered if a suitable replacement sailing member is available.

Refund Schedule (sailing members only)

Before May 1	50%
May 1 - July 1	25%
After July 1	none

All fees for special programs are refundable on withdrawal from the club if the program has not yet started. There is no refund for special programs in progress unless a replacement is available.

Refund Policy - White Sailors

White Sailors are eligible for a 50% refund of their membership fee if they notify the Vice Commodore of their intention to resign prior to the 5th class of their White Sail program.

If resignation is tendered during or after the 5th class, then the regular refund policy applies.

Guests

St. James Town Sailing Club encourages sailing members to take a friend or family member sailing from time to time. However, club members have first priority in the use of club boats. If a member is waiting to sail, you may not take out a guest. Members are not allowed to take guests out more than twice a month. Guests must be signed out in the log the same as regular members. Guests are not eligible to sign up on a race list. And, in the interests of safety, each member must adhere to all of the following seven conditions without exception:

1.) The member must have a CYA White Sail III certificate or be able to sail confidently at the White Sail III level and, if the guest has little or no sailing experience, then it is desirable that the member has, in addition to the above, a minimum of two years sailing experience or be CYA certified to Bronze IV.

2.) The member is strongly advised to always check the local meteorological office for marine wind strength and water temperature and shall use this information, along with his/her sailing experience, to judge if conditions are safe to leave the dock.

3.) The member must determine that the guest is able to swim and tread water prior to sailing and shall further ensure everyone is properly attired with: certified PFD's, a Fox 40 whistle and appropriate protective clothing, such as wetsuits, to suit seasonal conditions in accordance with Transport Canada Guidelines.

4.) The member must agree to accept full responsibility for the proper rigging of the boat and the safety of the guest and, if the guest is a child, shall further exercise added carefulness and supervision to secure the child's safety.

5.) The recommended minimum guest age limit is eight years of age to sail in an Albacore and sixteen years of age to sail on a Hobie-Cat. (Guests are not allowed on Lasers.) It shall be the member's responsibility to verify proof of age.

6.) The onus is on the member to instruct the guest while in the boat, such that the boat is sailed safely.

7.) Sailing with guests may be restricted to certain days and times, which shall be determined from time to time by the club executive.

SOCIAL EVENTS

The club has a wide variety of social events – from casual to very organized, from small to large, from mix & mingles to dances with DJ's.

The most well-attended of these events include: Wine & Cheese, LobsterFeast, Commodores' Brunch, J-Town Regatta/White Sail Party, and Commodore's Ball.

More casual social events include Sunday Night dinners, every now and then throughout the summer.

COMMUNICATIONS

Stay in touch throughout the summer through the following club media:

- An e-newsletter sent out bi-weekly
- The Whisper Pole (published on the web a few times a year)
- The website: www.sailtoronto.com

CLUBHOUSE AND GROUNDS

J-Town is operated as a co-operative which means that looking after the clubhouse is a community responsibility and all members need to pitch in. Cleaning up behind you and helping with routine chores that keep the place "ship-shape" are important responsibilities each member must assume. If everyone will take responsibility for doing one small job each time they visit the club, it will always be a pleasure to use.

There are a few jobs which always need looking after -- bringing in fresh water, taking home your sailing clothes, sweeping the clubhouse, putting the garbage in the dumpster, taking recycling home, returning beer cases, tidying the clubhouse and the grounds, supplying the kitchen with sundries and staples and keeping the kitchen area clean. These are tasks that rely on everyone's ongoing help.

Barbecue: The barbecue is run off a central propane system, which is turned on by a switch located on the side of the clubhouse. The propane is "On" when the switch is turned vertically. The barbecue must be manually lit with a starter. Please leave the starter in the kitchen out of the rain, and turn off the gas when you are finished (turn switch horizontally).

Fireplace: You are welcome to use the fireplace, for either heat or atmosphere! Instructions for lighting the fire are posted on the wall nearby. Please try to plan so that the fire has died down by the time you are ready to leave. We try not to have to buy our fire wood and are always looking for new supplies. Please let us know if you have one!

Garbage: Refundable bottles should be returned to the bar area (and help returning them to for refund is always needed!). There are several large garbage pails which should be lined with plastic garbage bags. All garbage should be removed from the clubhouse each night and deposited in the dumpster. Replacement plastic garbage bags are located in the kitchen.

Stove: The stove is run on propane. Burners are ignited by automatic pilot light. Simply turn on the burner or oven to the temperature you want. If you smell gas, a pilot light is probably out and should be relit by lighting all burners with a match.

Fridge: The fridge is intended for day use only. Unclaimed food will be disposed of.

Water: Fresh water must be brought in from "the outside world". Help from everyone is needed to keep fresh water "in stock". The blue water

containers should be left by the door when they are empty. If you're coming back soon, take one when you leave and bring it back full.

Washrooms: What can we say... we do our best! If the Johnnies have run out of toilet paper, more is available in the social locker.

Alcoholic Beverages: Members are reminded that having alcohol on boats is prohibited by law.

Cars: Vehicles may not be parked within the enclosure.

Children: Children must be under adult supervision at all times.

Pets: Pets are not allowed to run loose or be left unattended on club grounds.

Ramps: Ramps are for the exclusive use of club boats.

Swimming: No swimming is allowed off the dock. This is a safety issue due to boat traffic near the docks.

Change Rooms: Clothing can be stored in the change rooms while sailing but should be taken with you when you leave. Abandoned clothing will be periodically moved to the Lost and Found.

Lost and Found: Mislaid personal belongings may be found in the Lost and Found box located just outside of the clubhouse. The box will be periodically cleared out and the contents disposed of.

LOCK UP PROCEDURES

Remember ... if you are the last one here, it is your responsibility to lock up. This is important for the safety and security of the club.

1. Ensure the kitchen is clean and that the GARBAGE pails (inside and outside) are emptied and are put directly into the DUMPSTER.

2. Check that the WINDOWS in the kitchen and change rooms are closed and locked. Leave the change room doors open to air out.

3. Make sure excess money in the CASH BOX is removed from the club.

4. Make sure the BBQ is turned off and the BBQ GAS SWITCH is in the off (horizontal) position. Disconnect and roll the BBQ into the clubhouse.

5. Make sure the STEREO is turned off.

6. Make sure the FIRE is burning very low, if at all, and the FLUE is pushed IN (closed) in order to smother the flame further.

7. OUTSIDE, make sure the following are locked:
   - Klinger's Cottage (the tool shed)
   - Sail Locker
   - Social Locker
   - Vestibule (PFD Locker)
   - Motorboat gas locker
   - Drive through gate

8. OUTSIDE, make sure the power boats are de-rigged.

9. Lock the SLIDING DOORS.

10. Turn off all ELECTRIC LIGHTS.

11. Lock the BACK DOOR with the combination lock. Remember you have to rotate the tumblers after you close it to ensure it locks.

12. Lock the WALK THROUGH GATE with the chain and combination lock.

Boat Captains: There is a boat captain for each boat. Their duties include checking the boat for equipment breakage, day-to-day maintenance, and informing the Fleet Captain of any part requirements and major boat repairs. A list of Boat Captains and their phone numbers is posted in the club.

Power Boats: The power boats are only to be used for education programs, rescue and race management.

Sign Out Authority

Albacores, Hobies & Lasers: All sailing members in good standing who have completed a White Sail III course or who have demonstrated satisfactory skills during an Old Salt's test may sign out an Albacore or Laser. It is recommended that recently graduated White Sailors not sign out a boat in wind strengths of greater than 10 knots. It is recommended that recently graduated White Sailors not skipper in races prior to obtaining a significant amount of crewing experience. It is recommended members take part in a Laser Clinic prior to signing out a Laser for the first time.

Albacores must be sailed by a minimum of two individuals, one of whom must be authorized to sign out the boat as indicated above.

Power Boats: Power boats may only be driven by members holding a valid power boat license, issued by the Toronto Harbour Commission. The club provides power boat training clinics on an annual basis. Power boats are used for rescue, instruction, and race management only. Power boats are not for pleasure use.

Seasonal Restrictions: Club boats may not be operated between November 30 and April 1, in compliance with insurance regulations.

Sign-Out Procedures

1. Check the boat damage board.
2. Check the Race Board to see if the boats need to be back at a particular time for a scheduled racing event.
3. Sign out the boat in the sign-out book, noting the names of the skipper and crew and the sailing destination.
4. Move the nametag(s) of those sailing the boat to the appropriate nail(s) opposite the boat's number.

Fleet Care Policy

1. After sailing an Albacore, all three buoyancy tank plugs, the transom flap shockcords, and the mast bend must be released. Sheets should be coiled and the boom removed from the mast and stored in the bottom of the boat. The sails, whisker pole, paddles, and rudder must be stored in the appropriate place in the sail locker.

2. Each Albacore has its own dolly. They each have their own individual hitching post and must be put back where they belong.

3. Working sails, which are stored on the individual boat's shelf, are used for classes and recreational sailing. Racing sails are used only for races, which include the Harbour Master Series and Friday Night Races.. Regatta sails are reserved for use in regattas.

4. Do not keep a boat in full rig at the dock because this may cause permanent sail damage. If you are not going out right away, lower the sails. If you rig a boat, it is your responsibility to make sure it is de-rigged.

5. If boat damage is noticed after sailing, try to repair it. Tools and supplies are available in Klinger's Cottage. If the damage is beyond your ability to repair, report the damage so that other members are made aware of it. Phone the boat captain to report the damage and offer to assist in the repair.

6. There should always be at least one power boat left by the dock rigged for rescue purposes.

7. After sailing a Laser, be sure to clean it, de-rig it, and return the boat to the Laser storage area following the posted instructions..

J-Town likes to know that its members are proficient on the water. To this end, the club offers various instructional programs in sailing skills and safety. They begin shortly after the start of the sailing season.

Old Salt's Test

New members who feel that their sailing skills are equivalent to at least the Canadian Yachting Association (CYA) White Sail Level III standard may sign out a boat after successfully completing the Old Salt's test by arrangement with the Vice Commodore.

White Sail Level III

Beginners should enroll in one of the White Sail III courses offered at J-Town. This program is taught by a CYA certified instructor assisted by experienced club members and covers basic boat handling skills, terminology, boating safety and seamanship. Each session lasts five weeks (10 classes) and combines the syllabuses of Levels I, II and III. At least half of the class time is devoted to on-water practice and instruction. Students are awarded a White Sail Level III certificate after successfully completing both the written theory and on-water skills tests. They are then considered to have full sailing privileges and may sign out a boat in wind strength not exceeding 10 knots (12 mph).

Spring Tune-up

The Spring Tune-up is designed to help new skippers regain their sea-legs and to take them beyond the basics. Sailing theory is reviewed. Extensive on-water drills help to build confidence and skill. These will be intense yet fun and non-competitive. Each of these sessions will be taught by experienced club members. There is no test.

Skills Building

The Skills Building class is a strongly recommended prerequisite to the Bronze Sail IV class. It is specifically tailored to those who have already acquired their White Sail III certificates and wish to focus on learning new skills.

Bronze Level IV

The Bronze program is designed to teach advanced sailing theory and skills, boat and sail tuning, and to help skippers feel more confident when helming in more challenging conditions. It is a must for anyone interested in racing or race training. A CYA certified instructor will lead the class and may be assisted by experienced club members. Students are awarded a Bronze Level IV certificate after successful completion of the required theory and on-water tests.

Hobie 16 Helming Guidelines

Hobie Captain 1:

- Demonstrate the ability to helm the Hobie competently and attentively in up to 12 knots of wind
- Capsize and right the Hobie
- Dock safely
- Rig and de-rig correctly
- ➢ Restricted to sailing within the Outer Harbour

Hobie Captain 2:

- As above, plus helm the Hobie competently and attentively in up to 20 knots of wind.

Hobie Examiner:

- As above, plus should demonstrate the ability to helm from the trapeze and handle winds in excess of 20 knots
- Appointed by the Vice Commodore subject to board approval.

Hobie clinics:

Hobie clinics will be run throughout the summer to facilitate members reaching the above-listed competency levels. Attendance at a clinic does not automatically mean the above qualifications will be met. Likewise, if the required skill-levels can be demonstrated, then attendance at a clinic is not required.

Note: Due to the high speeds that the Hobie 16 can reach, combined with its lack of maneuverability, more stringent guidelines are necessary for safety purposes. A “Hobie Captain 1” should posses the equivalent skill level of CYA Bronze IV.

Under no circumstances may a Hobie be solo- sailed.

Power Boat License

Motor-powered boats are for instruction programs, rescue, and race management. The Toronto Harbour Commission requires that all people operating a power boat in the Toronto Harbour be licensed. For those wishing to obtain a power boat license, J-Town invites the Metro Toronto Police Marine Unit to conduct a short program at the club house each season. Students are taught the regulations of the waterways, boat orientation and safety issues. They can practice using club boats prior to taking the written and on-water tests.

SAFETY POLICY

1. All members must be able to swim a minimum of 90 meters and float or tread water for five minutes.

2. Skipper, crew and guests must record their first and last names, their time out, and their destination in the Log Book before leaving shore. Boats must be signed in immediately after returning to the club. The Log Book is located just inside the back door. Only registered sailing members of the club are allowed to signout a boat as skipper.

3. Every boat must carry a minimum of two paddles, a bailing bucket securely attached to the boat, and a M.O.T. approved P.F.D. for each person in the boat. We recommend that you wear your P.F.D. at all times.

4. Members are not permitted to sail after sunset. Our boats do not carry the required safety lights for sailing after dark. Please make sure that you plan your time accordingly to ensure that you are back safely at the dock before dark.

5. Do not sail in wind that is beyond your ability. Also, remember that it is more difficult to sail in strong gusty winds accompanied by large waves or swells.

   If you have recently completed your White Sail III, you are capable of sailing in wind up to 10 knots (12 mph). If you are an intermediate sailor, you may be capable of sailing in wind up to 15 knots (16.5 mph).

Continued next page

All members should be cautious before going out in strong winds (20 knots is a strong wind). Watch the boats already on the water to see how they are doing as a basis for judging how you would manage. Do not take chances. If you are not sure, stay on shore.

If you intend to go sailing in wind that would challenge your abilities, take a more experienced sailor with you and make sure that the power boat is rigged before you leave. You may also want to check that there is someone on shore who could rescue you if necessary.

6. When in doubt about weather conditions, stay on shore. The club's weather radio is on a post in front of the kitchen.

7. All members should be cautious about sailing in unfamiliar waters. The area J-Town members are probably most familiar with is the Outer Harbour. If you decide that you want to explore further afield such as the Inner Harbour, you should go with someone who has sailed in the area before. Don't forget to record your destination in the Log Book.

8. If you sail in the Inner Harbour, remember to stay well away from the ferry boats and freighters (they can't and won't change course if you get in their path). If you sail near the western gap, remember to stay outside the buoys marking the flight path of airplanes using the Island Airport — you may be sitting close to the water, but your mast is high in the air and you could also get a heavy fine for sailing in a restricted area.

9. Loss of body heat in cold water can quickly lead to hypothermia, which is a major cause of death in boating accidents. Please dress appropriately for each season and different weather conditions. Always bring a complete change of dry clothing with you to the club.

10. You need a valid Toronto Harbour Commission harbour license to operate any of our power boats in the Outer Harbour or Inner Harbour areas. The use of our power boats is restricted to education, rescue, and race management purposes. Our power boats are not to be used for "cruising" or general recreational usage.

11. Drinking alcohol is strictly prohibited while sailing. St. James Town maintains a Zero Tolerance alcohol policy on all boats, the docks and a 'Drink Responsibly' policy in the clubhouse and grounds.

12. Under no circumstances are Albacores or Hobies to be solo- sailed.

13. **Seasonal Restrictions:** Club boats may not be operated between November 30 and April 1, in compliance with insurance regulations. There will be no sailing club boats after Docks Out unless accompanied by a power boat. [If one of the club's power boat is dedicated to another club's event at this time, a member must be involved with the event.]

14. Please respect the Safety Policy of the club and help us implement it by always setting a good example and by reminding those who have forgotten. Remember, safety is the responsibility of everyone.

RACE

J-Town has a long history of competitive spirit in racing. Within club events, members vie for a place in the J-Town Regatta and for the honour of receiving a coveted “Klinger”. At events outside the club, our members have proven their ability by participation in top level events such as the World, North American, and Canadian Albacore Championships. The competitiveness at J-Town however spans all levels. There is a level and event for you, from the New Skippers Race to our challenging J-Town Regatta.

For new sailors, racing is a great way of learning the finer points of sailing. Once you have mastered the basic boat skills (White Sail III), you’re ready to crew in a race. All you need to do is sign up, show up, and participate. If you have any questions, there are many people around the club who can help you out with the answers. So come out and try your best. Remember, we all started in the same boat!

Members who are new to racing or who want to brush up on racing skills should taking the race training clinics. This is a good foundation on which to build. All participants must have good boat handling skills.

Race Events

New Skipper’s Regatta

The New Skippers’ Race is designed to encourage new helms. The host club, alternating annually, sets the qualifications and maximum experience permitted, which can therefore change from year to year. Prizes are awarded at the end of the races.

Women’s Helm Regatta

Designed to be a fun afternoon regatta, the only prerequisite for eligible teams is that a woman must skipper the boat. Men or women may crew. This event is open to all community clubs and private boats.

Friday Night Community Club Races

Start Gun:	7:00 p.m.
Show Up Time:	5:55 p.m. (Inner Harbour)
	6:10 p.m. (Outer Harbour)

Note: starting mid-August, the start time is 6:45 PM due to an earlier sunset. The show up time changes to 5:40 (Inner Harbour) and 5:55 (Outer Harbour).

Participation in the Friday Night Racing Series will definitely improve your racing and sailing ability in big fleets. Any member may sign up for these races on the sign-up sheets posted at the club on the race bulletin board. Skippers and crew will be paired up by random draw a week prior to the race posted.

This series is hosted by St. James Town, Mooredale, Toronto Island, Westwood, and the Outer Harbour Centerboard Club. Private boats are allowed to participate.

Harbour Master Series

Takes place on Sunday afternoons.

Start Gun:	TBA
Show Up Time:	1 hour 15 minutes prior to race (Inner Harbour)
	1 hour prior to race. (Outer Harbour)

Two races are run back to back. Mugs are awarded to the top three boats in each race.

Regattas

Please be aware that you must register your boat individually and pay the entry fee yourselves.

Host Club	Regatta	Usual Location
TS&CC	TARTS	Humber Bay
RCYC	RCYC Regatta	Inner Harbour
OHCC	OHCC Regatta	Lake
Westwood	WSC Regatta	Outer Harbour
SJTSC	Women's Helm Regatta	Outer Harbour
TISC	TISC Regatta	Inner Harbour
SJTSC	St. James Town Regatta	Outer Harbour
	North Americans	
	Canadian Championships	

Race Sign-Up Procedures

Friday Night Races (Trial Procedure – re: first four Friday Night Races as of May 2, 2008)

Sign up sheets for the entire season will be posted in advance and people can sign up at any time for any night

There will be no limit to the number of people who can sign up, however -

Each Wednesday there will be a random draw of both helms and crew.
16 of each will be placed in the draw lists and all others (if there are more) will be placed on the alternate lists.
This Wednesday draw will determine only those individuals who will be eligible to be drawn or partnered on Friday- this draw does NOT designate partners.

The first 16 drawn are then placed on the sheet in order as are the subsequent people- placed on the spare lists in order drawn.

Helms and Crew are both randomly drawn from the number that signed up.

On Friday, at 6PM, a second draw will take place- this time to set up the actual parings-

It is preferred that the participants are present for this draw. For those in transit, 15 minutes grace is allowed provided that those participants call ahead to notify the committee that they will be arriving shortly. The call-in Cutoff time is 6:15PM.

Clubhouse phone number is 416-466-3421.

It will be acceptable to call the club by 6:15PM and be in this draw, IF YOU ARE ENROUTE AND ABLE TO MAKE IT BY 6:30pm

There are three situations where people will be awarded a guaranteed spot on the Wednesday List:

1. Those who serve on a J-Town Friday Night Race Committee
2. Those who were eligible and show up to sail on a Friday – but do not get to sail because of a last minute scratch and
3. Those Helms who switch and crew for someone to complete a pairing on a Friday night

The J Town Board voted unanimously in favour of these changes because it results in a random and equitable draw opportunity for all regardless of the

position a boat might have finished in the previous week and is therefore in keeping with the spirit of the Friday Night Series.

Friday Night Races (established procedure)

A sign-up sheet is posted two weeks in advance of each race. The first 16 skippers and crew to sign up will be eligible for the draw to take place the week before the race. Members who wish to sign up after the first 16 positions are filled may sign up on the alternate list. Once the draw has been completed, the results will be posted. Alternates will be posted in order of sign up at the bottom of the list.

Your name can appear on only one Friday Night sign up list at a time. This rule also applies to alternate spots.

On Friday nights, when you arrive, if you are on the sign up list, please put your initials beside your name so that the Race Chair knows that you are present. A waiting list will be posted on the blackboard for those people who wish to race but who have not signed up.

At the cut-off time, the Race Chair (or designate) will begin to match up skippers and crew where the drawn partner has scratched or has not yet shown up. The matching will be done on the following basis: (i) there will be no changes to the draw when both the skipper and crew are present at the cut-off time (ii) substitutions will be made sequentially from the following lists: (a) the sign-up list, (b) the alternate list, (c) skippers on the sign up list or alternate list who wish to crew, and (d) the waiting list.

If race day arrives and one or more boats are out of service, boat captains are eligible to sail their own boat if they arrive prior to cut-off time. Boats captains of out-of-service boats and all others are on a first-come, first-served basis.

Harbour Master Series

You may sign up as an individual but if you are not paired up with someone as a team by the time of the draw, your name will be scratched.

Only 10 of the 16 Albacores may participate. Two weeks prior to the race, a sign up sheet will be posted in the clubhouse. If more than 10 teams sign up, a draw will be held and posted one week prior to the race. Ten teams will be drawn and the others will be listed as alternates. Teams must confirm at least 48 hours prior to the event by initialing the

sign up sheet or forfeit to an alternate team. If a team cannot sail, it is their responsibility to scratch and to notify the first alternate team or the Race Chair. This will allow another team to make arrangements to sail.

Show up time on the day of the race is one hour prior for races in the Outer Harbour and one hour 15 minutes prior for races in the Inner Harbour. After this time, a no-show team (both skipper and crew must be present at show-up time) forfeits its place to the first alternate team. Substitutions will then be made sequentially from the alternate list.

If you confirm your intention to sail and then do not show up on a race day without informing the next alternate team or the Race Chair, you forfeit your chance to be in the next Harbour Master's draw.

If race day arrives and one of the boats is out of commission, a redraw of confirmed teams will be held to determine which team will sit out the day's races.

Regatta Sign-Up

Includes:

- Club regattas
- Women's Helm Regatta
- New Skippers Race

You may sign up as an individual but if you are not paired up with someone as a team by the time of the draw, your name will be scratched.

Two weeks prior to the event, a sign up sheet will be posted with unlimited sign-up for teams. One week prior to the event, 12 teams will be drawn. Teams must confirm at least 48 hours prior to the event by initialing the sign up sheet or forfeit to an alternative. If a team cannot sail, it is their responsibility to scratch and to notify the first alternate team or the Race Chairperson. This will allow another team to make arrangements to sail.

If race day arrives and one of the boats is out of commission, a redraw of confirmed teams will be held to determine who will sit out the day's races.

Please note: only fully paid sailing members can sign up on a race list.

J-Town Regatta Sign-Up

Additional rules apply specifically to the J-Town regatta.

Two weeks prior to the date of the regatta, the current club standings for skippers and crew will be posted. The top 16 skippers and crew on that date will be given priority to sail in the J-Town Regatta. Skippers and crew must form into teams from among the 16 listed on the qualifying skipper and crew list. Teams must confirm their intention to sail on the posted list one week prior to the Regatta. Spaces remaining will be filled in sequence from the club standings.

Racing Awards

Club Championship

The club championship for both skippers and crew will be determined by the best four finishing positions from the Friday Night Race Series and the six best results from any other races including other Friday Night races.

A race must have a minimum of 15 Albacores that have started properly.

Points will be awarded as follows:

1st - .75 points
2nd - 2.0 points
3rd - 3.0 points
4th - 4.0 points and so on
DNF = DNS - # of boats in the fleet + 3 points

Qualifying Events for Club Championship

All Friday Night Races	All Harbour Master Races
RCYC Regatta	TARTS Regatta
OHCC Regatta	WSC Regatta
MSC Regatta	TISC Regatta
SJTSC Regatta	Canadian Championship

Most Improved Skipper Award

The most improved skipper will be determined by comparing the 10 best races of their previous season with the 10 best races of their current season. Races to count include the best 4 Friday Night races and the best 6 other races including Friday nights. The person with the greatest improvement will be determined the winner. Former club champion skippers are not eligible for his award.

Women's Helm Incentive Award

This award was initiated to encourage women to take the helm in racing events. To be eligible, a woman must be in her first three years of helming and must have raced in a minimum of 10 races in the first of the three years. The winner will be determined by her best 10 races - 4 Friday Night Series and 6 other best races. The Women's Helm Regatta will also be eligible.

Laser Award

To encourage single-handed racing and the use of our Laser fleet, a "Klinger" will be awarded to our top Laser racer. All Friday nights are eligible and the best five finishes will determine the winner.

Friday Night Community Club Champion

The scoring for the community club series is the same as for our club championship, with the following exceptions:

DSQ = last place + 6 points

The community club champion will be determined by the placing of the top 8 Albacores of each club in each Friday Night race. If two clubs are tied, then the one with the most firsts, seconds, thirds, fourths etc. will be determined the winner. For the overall community club skipper and crew, their top 5 Friday Night races will be counted.

Joyce Etches Award

Each year an award is voted on by club members in memory of Joyce Etches to the crew who demonstrates her spirit by: consistently participating in club racing, promoting teamwork between skipper and crew, demonstrating and promoting sportsmanship and fair sailing, fostering club camaraderie and spirit and contributing to the overall success of the club

Out of Town Events

Members may request permission to take club boats to events taking place outside of Toronto. Such requests are to be brought to the Fleet Captain who may make a decision on his/her own or after consulting the Executive. Factors to be considered in making the decision are the duration of the absence, the distance involved, the anticipated conditions, the club's boat needs during the period, conflicts with other events, trailer availability, and the member's experience in the club. Requests should normally be made with two weeks notice.

Members wishing to take a boat to an outside event during the period November 1 - March 31 must obtain the permission of the Executive and pay the cost of the required insurance.

St. James Town Club
Incorporation Documents
and Bylaws

FORM 2 (4/95)
THE CORPORATIONS ACT,
MAR 1996

APPLICATION FOR INCORPORATION OF A CORPORATION WITHOUT SHARE CAPITAL

TO THE LIEUTENANT GOVERNOR OF ONTARIO

Edward Arthur Killaly Wickson (names in full) OF THE City OF Toronto IN THE Municipality (county or district) OF Metropolitan Toronto, Businessman (calling),

Dianne Clark (names in full) OF THE City OF Toronto IN THE Municipality (county or district) OF Metropolitan Toronto, Secretary (calling),

Charlotte Christine Bakarr (names in full) OF THE City OF Toronto IN THE Municipality (county or district) OF Metropolitan Toronto, Social Work (calling),

Ken MacLean (names in full) OF THE City OF Toronto IN THE Municipality (county or district) OF Metropolitan Toronto, Peace Officer (calling),

Thomas Garry Brown (names in full) OF THE City OF Toronto IN THE Municipality (county or district) OF Metropolitan Toronto Systems Engineer (calling),

Mary Ellen Kallov (names in full) OF THE City OF Toronto IN THE Municipality (county or district) OF Metropolitan Toronto Marketing (calling),

Egon Bartholomaus (names in full) OF THE City OF Toronto IN THE Municipality (county or district) OF Metropolitan Toronto, Mechanic (calling),

Judith Hardcastle (names in full) OF THE City OF Toronto IN THE Municipality (county or district) OF Metropolitan Toronto Secretary (calling),

Graham William Elliott (names in full) OF THE City OF Toronto IN THE Municipality (county or district) OF Metropolitan Toronto, Electrician (calling),

Peter Michael Harvey Hawtyn (names in full) OF THE City OF Toronto IN THE Municipality (county or district) OF Metropolitan Toronto Project Analyst (calling),

(CONTINUED ON ATTACHED SHEET)

WE, THE APPLICANTS, HEREBY APPLY TO YOUR HONOUR TO ISSUE, BY LETTERS PATENT, A CHARTER UNDER THE CORPORATIONS ACT CONSTITUTING US AND ANY OTHERS WHO BECOME MEMBERS OF THE CORPORATION WITHOUT SHARE CAPITAL THEREBY CREATED A CORPORATION WITHOUT SHARE CAPITAL AND IN SUPPORT THEREOF STATE THE FOLLOWING:

1. EACH OF THE APPLICANTS IS EIGHTEEN OR MORE YEARS OF AGE.

2. THE NAME OF THE CORPORATION TO BE INCORPORATED IS St. James Town Sailing Club

FORM 1 [illegible]
THE CORPORATIONS ACT
MAY 1976

APPLICATION FOR INCORPORATION OF A
CORPORATION WITHOUT SHARE CAPITAL

TO THE LIEUTENANT GOVERNOR OF ONTARIO

John Davis Taussik (names in full) OF THE City OF
Toronto IN THE Municipality (county or district) OF Metropolitan Toronto, Banker (calling)
Linda Wendy Sherbo (names in full) OF THE City OF
Toronto IN THE Municipality (county or district) OF Metropolitan Toronto, Teacher (calling)
Elizabeth Gwenda Mary Little (names in full) OF THE City OF
Toronto IN THE Municipality (county or district) OF Metropolitan Toronto, Branch Liaison Analyst (calling)
(names in full) OF THE OF
IN THE (county or district) OF (calling)
(names in full) OF THE OF
IN THE (county or district) OF (calling)
(names in full) OF THE OF
IN THE (county or district) OF (calling)
(names in full) OF THE OF
IN THE (county or district) OF (calling)
(names in full) OF THE OF
IN THE (county or district) OF (calling)
(names in full) OF THE OF
IN THE (county or district) OF (calling)
(names in full) OF THE OF
IN THE (county or district) OF (calling)

WE, THE APPLICANTS, HEREBY APPLY TO YOUR HONOUR TO ISSUE, BY LETTERS PATENT, A CHARTER UNDER THE CORPORATIONS ACT CONSTITUTING US AND ANY OTHERS WHO BECOME MEMBERS OF THIS CORPORATION WITHOUT SHARE CAPITAL THEREBY CREATED A CORPORATION WITHOUT SHARE CAPITAL AND IN SUPPORT THEREOF STATE THE FOLLOWING

1. EACH OF THE APPLICANTS IS EIGHTEEN OR MORE YEARS OF AGE.

*2. THE NAME OF THE CORPORATION TO BE INCORPORATED IS _____

7. THE OBJECTS FOR WHICH THE CORPORATION IS TO BE INCORPORATED ARE

(a) to establish, maintain and conduct a sailing club and to promote among the members of the corporation and others an interest in sailing and sailing related activities;

(b) to provide a balanced program of sailing instructional, recreational sailing, competitive racing and social activities;

(c) to provide a clubhouse and other conveniences for the members of the corporation and to equip, furnish and maintain the same;

(d) to provide facilities for individuals to become acquainted with and to participate in the sport of sailing; and

(e) to promote sailing and to arrange races and competitions of every nature and to offer or grant or contribute towards prizes, awards and distinctions.

PROVIDED, however that the corporation shall not maintain a clubhouse or similar premises other than at Bowin Avenue in the City of Toronto, in the Province of Ontario.

as part of the Park Development Reservation being Registered Plan 520E in the Registry Office for the Registry Division of York South.

8. THE HEAD OFFICE OF THE CORPORATION IS TO BE SITUATE City of Toronto (name of municipality) IN THE Municipality (county or district) OF Metropolitan Toronto IN THE PROVINCE OF ONTARIO.

3. THE NAMES OF THE APPLICANTS WHO ARE TO BE THE FIRST DIRECTORS OF THE CORPORATION ARE

Edward Arthur Killaly Wickson, 810-141 Davisville Ave., Toronto, Dianne Clark, 303-111 Davisville Ave., Toronto, Charlotte Christine Bakarr, 127A High Park Avenue, Toronto, Ken MacLean, 15 Vicora Linkway, Toronto, Thomas Larry Brown, 240 Wellesley St. E., Apt. 121, Toronto, Mary Ellen Malley, 650 Parliament, Apt. 112, Toronto, Egon Bartholomeus, 850 Davenport Road, Toronto, Judith Hardcastle, 128 Ellsworth Avenue, Toronto, Graham William Elliott, 111 Northwood Drive, Willowdale, Peter Michael Harvey Bourgh, 2101-140 Perkins Avenue, Toronto, John David Tausik, c/o 106 Bellefair Avenue, Toronto, Linda Handy Starko, 90 Roswell Ave., Toronto, Elizabeth Gwenda Mary Little, 33 Wood Street, Apt. 1801, Toronto

RESIDENCE ADDRESS GIVING STREET AND NUMBER

DATED THIS 8th DAY OF July, 197

SIGNATURE OF WITNESS	SIGNATURES OF APPLICANTS
	Edward Arthur Killaly Wickson
	Dianne Clark
	Charlotte Christine Bakarr
	Ken MacLean
	Thomas Larry Brown
	Mary Ellen Malley
(witness to signature to all applicants except Edward Arthur Killaly Wickson)	Egon Bartholomeus
	Judith Hardcastle
	Graham William Elliott
	Peter Michael Harvey Bourgh
	John David Tausik
	Linda Handy Starko
	Elizabeth Gwenda Mary Little

*SECTION 9 OF THE ACT IS AS FOLLOWS

6. ON AN APPLICATION FOR LETTERS PATENT, SUPPLEMENTARY LETTERS PATENT OR AN OTHER, THE LIEUTENANT GOVERNOR MAY GIVE THE CORPORATION A NAME DIFFERENT FROM ITS PROPOSED OR EXISTING NAME, MAY VARY THE OBJECTS OR OTHER PROVISIONS OF THE APPLICATION AND MAY IMPOSE SUCH CONDITIONS AS HE DEEMS PROPER

**SUBSECTION 1 OF SECTION 129 OF THE ACT IS AS FOLLOWS

129 (1). A CORPORATION, EXCEPT A CORPORATION TO WHICH PART V OR VI APPLIES, SHALL BE CARRIED ON WITHOUT THE PURPOSE OF GAIN FOR ITS MEMBERS AND ANY PROFITS OR OTHER ACCRETIONS TO THE CORPORATION SHALL BE USED IN PROMOTING ITS OBJECTS AND THE LETTERS PATENT SHALL PROVIDE, AND WHERE A COMPANY IS CONVERTED INTO A CORPORATION, THE SUPPLEMENTARY LETTERS PATENT SHALL SO PROVIDE.

BY-LAW NO. 1

A by-law relating generally to the transaction of the affairs of St. James Town Sailing Club (the “Club”).

BE IT ENACTED as a by-law of St. James Town Sailing Club as follows:

HEAD OFFICE

1. The head office of the Club shall be in the City of Toronto, in the Province of Ontario, and at such place therein as the Executive may from time to time determine.

SEAL

2.. The seal, an impression whereof is stamped in the margin hereof, shall be the corporate seal of the Club.

EXECUTIVE

3. The affairs of the Club shall be managed by a Board of Directors (referred to herein as the “Executive”), consisting of eleven Directors each of whom shall also serve as an Officer of the Club. Each member of the Executive shall be elected at a general meeting of the members duly called for that purpose and shall hold the Office to which he or she has been elected until the first annual meeting after he or she shall have been elected, or until his/her successor has been duly elected and qualified. Each elected member of the Executive at the time of his/her election and throughout his term of Office shall be a sailing member of the Club. No member of the Executive shall be eligible to serve in the same Office for a single period in excess of two years. The whole Executive, except the Past Commodore, shall be retired at each annual meeting, but shall be eligible for re-election if otherwise qualified. The election shall be by ballot. The Past Commodore shall be the most recently retired Commodore and shall be a member of the Executive ex officio.

OFFICERS OF THE CLUB

4. Each member of the Executive shall be an Officer of the Club. The Offices shall be called Commodore, Vice-Commodore, Past Commodore, Fleet Captain, Race Chairman, Social Chairman, Communications Chairman, Membership Chairman, Treasurer, Secretary and House Chairman and such other Office as the Executive may determine by resolution from time to time.

REMOVAL OF A MEMBER OF THE EXECUTIVE

5. The members of the Club, may, by resolution passed by at least two-thirds of the votes cast at a general meeting of which notice specifying the intention to pass such a resolution has been given, remove any member of the Executive before the expiration of his/her term of Office, and may, by majority of the votes cast at that meeting, elect any person in his/her stead for the remainder of his/her term.

The Executive may remove any member of the Executive before expiration of his/her term of Office upon affirmative vote of six members of the Executive.

VACANCIES, EXECUTIVE

6. Vacancies on the Executive, however caused, may so long as a majority of the Executive remains in Office be filled by the Executive from among the qualified members of the Club, if it sees fit to do so. Otherwise such vacancy shall be filled at the next annual meeting of the members at which the Executive for the ensuing year is elected, but if there is not a quorum of the Executive, the remaining Executive shall forthwith call a meeting of the members to fill the vacancy. If the number of the Executive is increased between terms, a vacancy or vacancies, to the number of the authorized increase, shall thereby be deemed to have occurred, which may be filled in the manner above provided.

QUORUM AND MEETINGS, EXECUTIVE

7. A majority of the Executive in Office shall form a quorum for the transaction of business. Except as otherwise required by law, the Executive may hold its meetings at such place or places as it may from time to time determine. No formal notice of any such meeting shall be necessary if all the Executive are present, or if those absent have signified their consent to the meeting being held in their absence. Executive meetings may be formally called by the Commodore, Vice-Commodore, or by the Secretary on direction in writing of two members of the Executive. Notice of such meetings shall be delivered, telephoned or telegraphed to each member of the Executive not less than one day before the meeting is to take place or shall be mailed to each member of the Executive not less than five days before the meeting is to take place. The statutory declaration of the Secretary or Commodore that notice has been given pursuant to this by-law shall be sufficient and conclusive evidence of the giving of such notice. The Executive may appoint a day or days in any month or months for regular meetings at an hour to be named and of such regular meeting no notice need be sent. An Executive meeting may also be held, without notice, immediately

following the annual meeting of the Club. The Executive may consider or transact any business either special or general at any meeting of the Executive.

ERRORS IN NOTICE, EXECUTIVE

8. No error or omission in giving of such notice for a meeting of the Executive shall invalidate such meeting or invalidate or make void any proceedings taken or had at such meeting and any member of the Executive may approve of any or all proceedings taken or had thereat.

VOTING, EXECUTIVE

9. Except as provided for otherwise herein, questions arising at any meeting of the Executive shall be decided by a majority of votes. In case of an equality of votes, the Commodore, in addition to his/her original vote, shall have a second or casting vote. All votes at any such meeting shall be taken by ballot if so demanded by any member of the Executive present, but if no demand be made, the vote shall be taken in the usual way by assent or dissent. A declaration by the Commodore that a resolution has been carried and an entry to that effect in the minutes shall be admissible in evidence as prima facie proof of the fact without proof of the number or proportion of the votes recorded in favour of or against such resolution. In the absence of the Commodore, his/her duties may be performed by the Vice-Commodore or such other Director as the Executive may from time to time appoint for the purpose.

POWERS

10. The Executive of the Club may administer the affairs of the Club in all things and make or cause to be made for the Club, in its name, any kind of contract which the Club may lawfully enter into and, save as hereinafter provided, generally, may exercise all such other powers and do all such other acts and things as the Club is by its charter or otherwise authorized to exercise and do.

Without in any way derogating from the foregoing, the Executive is expressly empowered, from time to time, to purchase, lease or otherwise acquire, alienate, sell, exchange or otherwise dispose of shares, stocks, rights, warrants, options and other securities, lands, buildings and other property movable or immovable, real or personal, or any right or interest therein owned by the Club, for such consideration and upon such terms and conditions as it may deem advisable.

The Executive is also expressly authorized to make and enforce rules and regulations regarding the operation of the Club.

BY-LAWS

11. Unless otherwise provided for by law, the Executive, upon affirmative vote of six members of the Executive, may pass, amend, repeal or re-enact by-laws, and such by-laws shall not be contrary to the Letters Patent of the Club. Unless in the meantime confirmed, amended or rejected at a general meeting duly called for that purpose, any by-law so enacted is effective only until the next annual meeting, and in default of confirmation thereat ceases to have effect at and from that time, and in that case no new by-law of the same and like substance has any effect until confirmed at a general meeting. No act done or right acquired under any such by-law is prejudicially affected by any such rejection. The members of the Club shall be notified of any change in by-laws within fifteen days of such change.

REMUNERATION OF EXECUTIVE

12. The members of the Executive shall receive no remuneration for acting as such.

DUTIES OF COMMODORE

13. The Commodore shall, when present, preside at all meetings of the members of the Club and of the Executive. The Commodore shall also be charged with the general management and supervision of the affairs and operations of the Club. The Commodore, with the Secretary or other officer appointed by the Executive for the purpose, shall sign all by-laws and membership certificates. During the absence or inability of the Commodore, his/her duties and powers may be exercised by the Vice- Commodore, and if the Vice-Commodore, or such other member of the Executive as the Executive may from time to time appoint for the purpose, exercise any such duty or power, the absence or inability of the Commodore shall be presumed with reference thereto.

In addition, the Commodore shall represent the Club in all dealings with outside organizations, and shall be responsible for the initiation, development and guidance of Club policies. He shall be responsible to ensure that all members of the Executive fulfill their functions and shall administer disciplinary policy established by the Executive.

DUTIES OF VICE-COMMODORE

14. The Vice-Commodore shall assist the Commodore in the administration of Club activities. He shall be acting Commodore during any temporary absence of the Commodore. He shall become acting Commodore in the event of resignation or default of the Commodore until the Executive meets to appoint a new Commodore.

The Vice-Commodore shall be responsible for educational programs, which may include a pre-season program as well as continuing programs throughout the sailing season, for the benefit of both novice and experienced sailors. He shall analyze the needs of the Club in terms of qualified helmsmen, competent crew, racing skippers, and race committee personnel, and in conjunction with the Race Chairman tailor the educational program to provide for these needs.

The Vice-Commodore shall act as safety officer of the Club, and as such shall administer safety regulations of the Club. He shall be responsible for assuring that personnel responsible for safety are available at the clubhouse during periods of sailing ("Officers of the Day").

DUTIES OF PAST COMMODORE

15. The Past Commodore shall serve as a resource person to advise all other Executive members in the execution of their duties. The Past Commodore shall also take on specific responsibilities as decided upon by the Executive from time to time.

DUTIES OF FLEET CAPTAIN

16. The Fleet Captain shall be responsible for the purchase, care and disposal of sailing equipment and power boats. He shall organize and coordinate a maintenance program during the sailing season. He shall organize a winter maintenance program beginning with dock haul out in the autumn and ending with launching in the spring. The Fleet Captain shall select boat captains who will be assigned responsibility for the maintenance of specific boats.

DUTIES OF RACE CHAIRMAN

17. The Race Chairman shall be responsible for the administration of all race related activities of the Club, including the coordination of such activities with other sailing clubs and associations. Race related activities may include a weekly series of evening races, any race related education or training program, an invitational Club regatta, as well as other sailing club or association regattas. The administration of race

related activities may include policies regarding race related boat usage, the maintenance and posting of race results, the determination of members deserving racing awards, and the presentation of any such awards.

DUTIES OF SOCIAL CHAIRMAN

18. The Social Chairman shall liaise with Social Chairmen of other sailing clubs. He/she shall organize social events following educational, sailing and racing events. During the sailing season he/she shall organize events of a purely social nature such as a season opening party for members to become acquainted, a mid-season party to sustain interest. a party to close the sailing season, any week-end trips, and any other events as appropriate. He/she shall organize social events during the off-season to stimulate and maintain interest in the Club.

DUTIES OF COMMUNICATIONS CHAIRMAN

19. The Communications Chairman shall publish as appropriate, sailing and racing instructions, a calendar of events, general information and Club policies, rules and regulations. He/she shall also publish a membership directory and be responsible for the editing and publication of Club newsletters. He/she shall maintain the website and a bulletin board at the Clubhouse.

DUTIES OF MEMBERSHIP CHAIRMAN

20. The Membership Chairman shall organize a recruiting program to reenlist old members and attract new members to the Club. He/she shall produce a membership directory in conjunction with the Communications Chairman and shall update it as required throughout the sailing season. He/she shall be responsible for the scheduling of sailing activities.

DUTIES OF TREASURER

21. The Treasurer shall keep full and accurate accounts of all receipts and disbursements of the Club in proper books of account and shall deposit all moneys or other valuable effects in the name and to the credit of the Club in such financial institutions as may from time to time be designated by the Executive. He/she shall disburse the funds of the Club under the direction of the Executive, taking proper vouchers there for and shall render to the Executive at the regular meetings thereof or whenever required of him/her, an account of all his/her transactions as

Treasurer, and of the financial position of the Club. He/she shall be responsible for keeping proper records of the Club's assets. He/she shall also perform such other duties as may from time to time be determined by the Executive.

DUTIES OF SECRETARY

22.. The Secretary shall be ex officio clerk of the Executive. He/she shall attend all meetings of the Executive and record all facts and minutes of all proceedings in the books kept for that purpose. He shall give all notices required to be given to members and to directors. He/she shall be the custodian of the seal of the Club and of all books, papers, records, correspondence, contracts and other documents belonging to the Club which he/she shall deliver up only when authorized by a resolution of the Executive to do so and to such person or persons as may be named in the resolution, and he/she shall perform such other duties as may from time to time be determined by the Executive.

DUTIES OF HOUSE CHAIRMAN

23. The House Chairman shall be responsible for the improvement and maintenance of the Clubhouse and surrounding grounds. He/she shall be responsible for the coordination, development and maintenance of mooring and storage site and facilities in cooperation with other sailing clubs and the appropriate authorities.

DUTIES OF OTHER OFFICERS

24. The duties of any other Officers of the Club shall be such as the terms of their engagements call for or the Executive requires of them.

MEMBERSHIP

25. The membership of the Club shall be divided into the following classes: (1) sailing members; (2) social members; and (3) honorary members. Each sailing member in good standing shall have the right to make full use of the Club's facilities and shall be entitled to one vote on each question arising at any general or special meeting of members. Each social member in good standing shall have the rights of a sailing member excepting the use of sailing equipment. Honorary members shall have all rights of sailing members excepting the use of sailing equipment and the right to vote. Membership in the Club may be granted by the Executive to applicants for membership or to other individuals as are admitted as members by the Executive. The number of members may be determined by the Executive on the basis of available facilities

and sailing time. No person shall be a member of the Club unless he/she is at least nineteen years of age. The Executive shall attempt to maintain relative equality in the number of male and female members, and may specify membership quotas to this end. Each applicant for membership shall be informed promptly by the Executive of his/her admission as a member. No member may take part in any sailing activity while his/her fees are unpaid.

A member may resign by resignation in writing which shall be effective upon acceptance thereof by the Executive.

Termination: membership is not transferable and shall lapse automatically: (a) upon death; (b) if a member becomes bankrupt or suspends payment or compounds with his/her creditors or makes an authorized assignment or is declared insolvent; (c) if a member is found to be a lunatic or a mental incompetent or becomes of unsound mind; (d)upon his/her ceasing to be a member of the Club as provided for in this by-law; (e) upon vote of the Executive for non-payment of prescribed fees by March 31st of the then current sailing season; (f) upon a vote of three-quarters of the members present and voting at a special general meeting of members duly called for that purpose; or (g) upon the affirmative vote of six members of the Executive

DUES

26. Dues or fees payable by members shall be such as affixed from time to time by vote of the Executive.

ANNUAL AND OTHER GENERAL MEETINGS OF MEMBERS

27. The annual or other general meetings of the members shall be held at the head office of the Club or elsewhere in Toronto as the Executive may determine and on such day as the Executive shall appoint.

At every annual meeting, in addition to any other business that may be transacted, the report of the Executive, the financial statement and the report of the auditors shall be presented and an Executive elected and auditors appointed for the ensuing year and the remuneration of the auditors shall be fixed.

The members may consider and transact any business either general or special without any notice thereof at any meeting of the members. The Executive or the Commodore or Vice-Commodore shall have power to call at any time a general meeting of the members of the Club. No public

notice nor advertisement of members' meetings, annual or general, shall be required, but notice of the time and place of every such meeting shall be given to each member by sending the notice by prepaid mail or email, ten days before the time fixed for the holding of such meeting.

REQUISITION OF MEETING OF MEMBERS

28.(a) Not less than twenty percent of the voting members of the Club may requisition the Executive to call a meeting of the members for the purpose stated in the requisition.

(b) The requisition referred to in subsection (a), which may consist of several documents of like form each signed by one or more members, shall state the business to be transacted at the meeting and shall be sent to the Executive at the head office of the Club.

(c) Upon receiving the requisition referred to in subsection (a), the Executive shall call a meeting of members to transact the business stated in the requisition unless they have already called such a meeting and have given notice pursuant to section 27 hereof.

(d) If the Executive does not within twenty-one days after receiving the requisition referred to in subsection (a) call a meeting, any member who signed the requisition may call the meeting.

(e) A meeting called under this section shall be called as early as possible in the manner in which the meetings are to be called pursuant to the by-laws of the Club.

(f) Unless the members otherwise resolve at a meeting called under subparagraph (d) hereof, the Club shall reimburse the members the expenses reasonably incurred by them in requisition, calling and holding the meeting.

NOTICE

29. Unless otherwise provided for under the by-laws of the Club, notice may be given either personally or telegraphed or by depositing same in a post office or a public letter box, in a prepaid, sealed wrapper addressed to any member of the Club or any member of the Executive at his/her address as the same appears on the books of the Club. A notice or other document so sent by post shall be held to be sent at the time when the same was deposited in a post office or public letter box as aforesaid, or if telegraphed shall be held to be sent when the same was handed to the telegraph company or its messenger. For the purpose of sending any notice the address of any member of the Club or any

member of the Executive shall be his/her last address as recorded on the books of the Club.

ERROR OR OMMISSION IN NOTICE

30. No error or omission in giving notice of any annual or general meeting or any adjourned meeting, whether annual or general, of the members of the Club shall invalidate such meeting or make void any proceedings taken thereat and any member may at any time waive notice of any such meeting and may ratify, approve and confirm any or all proceedings taken or had thereat.

ADJOURNMENTS

31. Any meeting of the members of the Executive may be adjourned to any time and such business may be transacted at such adjourned meeting as might have been transacted at the original meeting from which such adjournment took place. No notice shall be required of any such adjournment. Such adjournment may be made notwithstanding that no quorum is present.

QUORUM OF MEMBERS

32.. A quorum for the transaction of business at any meeting of members shall consist of not less than fifteen percent of the members of such classes entitled to vote from time to time of the Club.

VOTING OF MEMBERS

33. Subject to the provisions, if any, contained in the Letters Patent of the Club, each sailing and social member of the Club shall at all meetings of members be entitled to one vote and he/she may vote by proxy. Such proxy need not himself/herself be a member but before voting shall produce and deposit with the Secretary sufficient appointment in writing from his/her constituent or constituents. No member shall be entitled either in person or by proxy to vote at meetings of the Club unless he/she has paid all dues or fees, if any, then payable by him/her.

At all meetings of members every question shall be decided by a majority of the votes of the members present in person or represented by proxy unless otherwise required by the by-laws of the Club or by law. Every question save the election of the Executive shall be decided in the first instance by a show of hands unless a poll be demanded by any member. Upon a show of hands, every member having voting rights shall have one vote, and unless a poll be demanded a declaration by the Chairman

that a resolution has been carried or not carried and an entry to that effect in the minutes of the Club shall be admissible in evidence as prima facie proof of the fact without proof of the number of or proportion of the votes accorded in favour or against such resolution. The demand for a poll may be withdrawn, but if a poll be demanded and not withdrawn the question shall be decided by a majority of votes given by the members present in person or by proxy, and such poll shall be taken in such manner as the Chairman shall direct and the result of such poll shall be deemed the decision of the Club in general meeting upon the matter in question. In case of an equality of votes at any general meeting, whether upon a show of hands or at a poll, the Chairman shall not be entitled to a second or casting vote.

EXECUTION OF DOCUMENTS

34. Deeds, transfers, licenses, contracts and engagements on behalf of the Club shall be signed by either the Commodore or Vice-Commodore and by the Secretary, and the Secretary shall affix the seal of the Club to such instruments as require the same.

Contracts in the ordinary course of the Club's operations may be entered into on behalf of the Club by the Commodore, Vice-Commodore, Treasurer or by any person authorized by the Executive.

The Commodore, Vice-Commodore, Secretary or Treasurer, or any one of them, or any person or persons from time to time designated by the Executive may transfer any and all shares, bonds, or other securities from time to time standing in the name of the Club in its individual or any other capacity or as trustee or otherwise and may accept in the name and on behalf of the Club transfers of shares, bonds, or other securities from time to time transferred to the Club, and may affix the corporate seal to any such transfers or acceptances of transfers, and may make, execute and deliver under the corporate seal any and all instruments in writing necessary or proper for such purposes, including the appointment of an attorney or attorneys to make or accept transfers of shares, bonds or other securities on the books of any company or corporation.

Notwithstanding any provisions to the contrary contained in the by-laws of the Club, the Executive may at any time by resolution direct the manner in which, and the person or persons by whom, any particular instrument, contract or obligation of the Club may or shall be executed.

BOOKS AND RECORDS

35. The Executive shall see that all necessary books and records of the Club required by the by-laws of the Club or by any applicable statute or law are regularly and properly kept.

FINANCIAL YEAR

36. Unless otherwise resolved by the Executive, the fiscal year of the Club shall terminate on the 31st day of October in each and every year.

CHEQUES, ETC.

37. All cheques, bills of exchange or other orders for the payment of money, notes or other evidence of indebtedness issued in the name of the Club, shall be signed by such Officer or Officers, agent or agents of the Club and in such manner as shall from time to time be determined by resolution of the Executive and any one of such Officers or agents may alone endorse notes and drafts for collection on account of the Club through its bankers, and endorse notes and cheques for deposit with the Club's bankers for the credit of the Club, or the same may be endorsed "for collection" or "for deposit" with the bankers of the Club by using the Club's rubber stamp for the purpose. Any one of such officers or agents so appointed may arrange, settle, balance and certify all books and accounts between the Club and the Club's bankers and may receive all paid cheques and vouchers and sign all the bank's forms or settlement of balance and release or verification slips.

DEPOSIT OF SECURITIES FOR SAFEKEEPING

38. The securities of the Club shall be deposited for safekeeping with one or more bankers, trust company or other financial institutions to be selected by the Executive. Any and all securities so deposited may be withdrawn, from time to time, only upon the written order of the Club signed by such Officer or Officers, agent or agents of the Club, and in such manner, as shall from time to time be determined by resolution of the Executive and such authority may be general or confined to specific instances.

BORROWING

39. The Executive may from time to time: (a) borrow money on the credit of the Club; (b) issue, sell or pledge securities of the Club; or (c) charge, mortgage, hypothecate or pledge all or any of the real or personal property of the Club, including book debts, rights, powers,

franchises and undertakings, to secure any securities or any money borrowed, or other debt, or any other obligation or liability of the Club.

From time to time the Executive may authorize any member of the Executive, or employee of the Club or any other person to make arrangements with reference to the moneys borrowed or to be borrowed as aforesaid and as to the terms and conditions of the loan therefore, with power to vary or modify such arrangements, terms and conditions and to give such additional securities for any money borrowed or remaining due by the Club as the Executive may authorize, and generally to manage, transact and settle the borrowing of money by the Club.

INTERPRETATION

40. In these by-laws and in all other by-laws of the Club hereafter passed unless the context otherwise requires, words importing the singular number or the masculine gender shall include the plural number or the feminine gender, as the case may be, and vice versa, and references to persons shall include firms and corporations.

PASSED by the Executive and sealed with the corporate seal this fourteenth day of August, 1979.

G. B. Colgrove Commodore	A. I. Wickson Secretary

CONSENTED TO by the members of the Club on this fourteenth day of September,1979.

G. B. Colgrove Commodore	A. I. Wickson Secretary

BY-LAW N0. 2

Repealed at the General Meeting of the Club on September 8, 1990

BY-LAW NO. 3

A By-Law relating to By-Law number one, paragraph three ("Executive") of St. James Town Sailing Club.

BE IT ENCATED as a By-Law of St. James Town Sailing Club as Follows:

In order to be eligible for election to the Executive, a member must have been a sailing member for at least one week prior to the date of his/her election.

PASSED by the Executive, and sealed with the corporate seal this seventeenth day of August, 1982.

_____	_____-
J. T. Davies Commodore	C. M. A. Smolders Secretary

AMMENDED by the members of the club on this the seventeenth day of September, 1982.

BE IT ENACTED as a By-Law of St. James Town. Sailing Club as Follows:

In order to be eligible for election to the Executive, a member must have been a sailing member for at least one month prior to the date of his/her election.

CONSENTED to by the members of the club on this seventeenth day of September, 1982.

_____	_____
J. T. Davies Commodore	C. M. A. Smolders Secretary

BY-LAW NO. 4

A By-Law to amend By-Law No. l of the St. James Town Sailing Club.

Be It Enacted as a By-Law of the St. James Town Sailing Club as follows.

l. The Executive of the Club as set out in paragraph 3 of By-Law No. l shall be and is hereby increased from eleven Directors to thirteen Directors.

2. Two Offices shall be added to the Offices of the Club as set out in paragraph 4 of By-Law No. l and shall be known as Relocation Chairman and Social Chairman, such that there shall be two Social Chairman each with equal rights and privileges.

3. By-Law No. 1 shall remain in force and effect except to the extent amended hereby.

The foregoing By-Law No. 4 is hereby consented to by all the Directors of the Club, as evidenced by their respective signatures hereto, dated the 4th day of November 1985.

Joyce Etches

_____

Stewart Richard Ferry

_____

Barbara Lois Henderson

_____

James Edwin Herage

_____

Joseph On-Sang Li

_____

Germain Proulx

_____

Lynn Valerie Shannon

_____

Christina Louise Thompson

_____

Larry Alfred Whatmore

_____

Catherine Mary Webb

_____

Keith Phillip Woolford

_____

Amended by the members of the Club on this 25th day of September, 1987.

Be it Enacted as an addition to By-Law No. 4 as Follows:

4. The Office of Relocation Chairman is not a permanent position. It will be filled as required from time to time to oversee issues and lobbies relating to the relocation of the Club. Approval of the membership at annual General Meetings will be required to fill the position. This position is not subject to the two year service limitation described in By-Law No. 1.

Consented to by the members of the club this 25th day of September, 1987.

_____	_____
L. A. Whatmore	P. F. Coplestone
Commodore	Secretary

BY-LAW NO. 5

A By-Law to amend the By-Laws of St. James Town Sailing Club.

BE IT ENACTED as a By-Law of St. James Town Sailing Club as follows:

1. That By-Law No. 1 section 3 (as amended by By-Law No.4) and ByLaw No. 3 to be amended to permit Social members who are otherwise eligible to be eligible for election to the positions of Social Chairman and Secretary.

2. That By-Law No. 1 section 25 to be amended to change the minimum age for membership to 19 years.

CONSENTED TO by the membership of the club on the 8th day of September, 1990.

_____	_____
Jill Carey	Mona Johnson
Commodore	Secretary

BY-LAW NO. 6

A By-Law to amend the By-Laws of St. James Town Sailing Club.

BE IT ENACTED as a By-Law of St. James Town Sailing Club as follows:

1. That By-Law No. 5 section 1 (and the other By-Laws referenced therein) be amended to permit Social members who are otherwise eligible, to be eligible for election to the position of Social Chairman, Secretary, Communications Chairman, and House Chairman, provided that the maximum number of Social members serving as members of the Executive at any one time shall not exceed three and that only one Social Chairman position may be filled by a Social member at any one time.

2. That all By-laws be amended so that all references to Race Chairman, Social Chairman, Communications Chairman, Membership Chairman, and House Chairman be changed to Race Chairperson, Social Chairperson, Communications Chairperson, Membership Chairperson, and House Chairperson respectively.

Consented to by the members of the club on the 9th day of September, 1993

_____	_____
John Hume	Carole Dimond
Commodore	Secretary

BY-LAW NO. 7

A By-Law to amend By-Law No. 1 of St. James Town Sailing Club.

BE IT ENACTED as a By-Law of St. James Town Sailing Club as follows:

1. That the Past Commodore be designated as the safety officer of the Club rather than the Vice-Commodore, and

2. That the duties of the safety officer as described in the third paragraph of By-Law No.1 section 14 (“Duties of the Vice Commodore”) be transferred to By-Law No. 1 section 15 (“Duties of Past Commodore”).

Consented to by the members of the club on the 11th day of September, 1994.

_____	_____
John Hume	Pat Young
Commodore	Secretary