



**Royal Western Nova Scotia Yacht Club**  
Constitution

**RWNSYC CONSTITUTION:**

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**AMENDED 2000 – (Reformatted June 2008)**



## CONSTITUTION

### **1. Name and Composition:**

#### **1.1 Name**

This Association shall be known as the **ROYAL WESTERN NOVA SCOTIA YACHT CLUB**. The membership shall be composed of Owners of Sailing Yachts and Power boats used for pleasure purposes only, and for ladies and gentlemen desirous of encouraging amateur yachting, boating and good fellowship.

#### **1.2 Objects:**

The object of the Club shall be to promote yachting and aquatic sports throughout Western Nova Scotia.

#### **1.3 Officers:**

The Officers of the Club shall be Full or Family Members and shall consist of Commodore, Vice Commodore, Rear Commodore, Secretary, Treasurer, Fleet Captain and Measurer.

#### **1.4 Terms of Office:**

The Officers shall serve for one year from the adjournment of the meeting at which they are elected until the adjournment of the meeting at which their successors are elected.

#### **1.5 Committees:**

Committees of the Club shall be Management/Finance, House and Grounds, Foreshore, Entertainment, Canteen, Grievance, Sailing/Racing and other such Committees as the Committee deems necessary. The Chairman of such committees shall be appointed by the Commodore immediately after the Annual Meeting.



1.6 Executive Committee:

The Executive Committee of the Club shall be the Officers and all Committee Chairmen, and shall be known as the Committee.

1.7 Powers of the Committee:

1.7.1 Club Management:

The business, discipline and management of the Club, its premises and property, shall be in the hands of the Committee, whose authority shall include:

1.7.1.1 The Sole right to employ and discharge servants of the Club.

1.7.1.2 The pursuit of the objects and advancement of the Club. To draw, make, accept, endorse, discount, execute and issue cheques, promissory notes, and other negotiable and transferable instruments.

1.7.1.3 The Committee is authorized and empowered to make, alter and rescind such rules and regulations as may be advisable and appropriate from time to time.

1.7.1.4 The Committee shall not have the authority to lease, sell or dispose of any real property, assets or other property of the Club in a manner intended to promote or accommodate the winding up of the Club.

1.8 Election:

All Officers shall be elected at the Annual General Meeting, held between the middle of April and the middle of May of each year, by a Nominating Committee which shall consist of three (3) regular Members appointed by the Commodore at least three weeks before the Meeting.



1.9 Membership:

The Membership of the Club shall consist of Honorary Members, Honorary Life Members, Full Members, Social Members and Family Members.

1.9.1 Honorary: The Committee shall have the power to elect for the current year, such persons as may seem then desirable, particularly Officers of other Yacht Clubs or Organizations. Honorary Members shall be entitled to all privileges of the Club, but shall not have a vote nor be eligible to hold office.

1.9.2 Honorary Life: An Honorary Life Member shall be one to whom the freedom of the Club has been presented for important services rendered to the Club. Such Members shall have all the privileges of a Full Member and shall not be required to pay any dues.

1.9.3 Full Member: Shall be a Member who has been duly elected according to the By-Laws of the Club and whose dues have been fully paid for the current year, and shall be entitled to all of the privileges of the Club. Only Full Members may enter boats in Club races and are entitled to operate vessels in Club events.

1.9.4 Social Member: Shall be entitled to participate in all entertainment activities but shall not be entitled to vote or use any of the boating facilities of the Club.

1.9.5 Family Member: This arrangement is afforded to allow couples and their children to participate in all club activities at a reasonable cost. The dues cover one Full Member and an appropriate number of Social Members who will enjoy the privileges as noted for their relevant Membership. This Membership does not include any children over the age of nineteen (19) who should obtain their own Membership.



1.10 Club Flags:

- 1.10.1 The Ensign of the Club shall be the Canadian Flag.
- 1.10.2 The Club Burgee shall be a pointed Flag with a white St. George Cross, the upper half of the Flag shall be blue with a crown in the centre of the upper left blue section next to the jack staff, and the lower half to be red. The perpendicular bar of the cross to be one third distance from the staff to the point of the Flag.
- 1.10.3 The Commodore's Flag shall be rectangular in shape, a blue field with a white cross.
- 1.10.4 The Vice Commodore's Flag shall be the same size, a red field with a white cross.
- 1.10.5 The Rear Commodore's Flag shall be the same size, a white field with a red cross.
- 1.10.6 The Fleet Captain's Flag shall be the same size and color as the Commodore's Flag, with the addition of a white ball in the upper corner next to the hoist.
- 1.10.7 The Acting Commodore's Flag shall be the same size, a blue field.

The size of the Flags, except the Canadian Flag, shall be from twenty seven (27) inches to thirty six (36) inches long, the width of the cross to be one ninth of the length.

1.11 Meetings:

- 1.11.1 There shall be an Annual General Meeting of the Club held between the middle of April and the middle of May of each year. Each and every Member shall be notified of the Meeting in writing by the Secretary.
- 1.11.2 A Special Meeting may be called by the Commodore or any other Officer acting in his stead. Any Special Meeting shall be strictly confined to the business for which it is called.



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### 1.12 Quorum:

The quorum of each meeting shall be seven (7) Full Members.

### 1.13 Discipline:

1.13.1 Any Member who damages Club property shall be liable to make good same to the satisfaction of the Committee, and may, in addition, be liable to disciplinary action by the Committee.

1.13.2 Minor infractions of the By-Laws, regulations or Rules of the Club shall be dealt with as follows:

1.13.2.1 Matter shall be referred to, and may be dealt with, by a Committee of Flag Officers. Three (3) to form a quorum.

1.13.2.2 The Flag Officers Committee may caution or reprimand the offending Member.

1.13.2.3 The Flag Officers Committee shall report fully to the next Committee meeting.

### 1.14 Amendments to the Constitution:

This Constitution may be amended by a two-thirds (2/3) vote of the Members present at a General Meeting, provided that the Membership has been notified of proposed changes prior to the meeting.



## **2. By-Laws:**

### **2.1 Duties of Officers:**

Duties of the Officers of the Club shall be as follows:

2.1.1 The Commodore shall take command of the Fleet or Squadron, shall preside at all meetings, call a General Meeting when he shall deem necessary.

2.1.2 The Vice Commodore shall assist the Commodore in the discharge of his duties, and in the absence of the Commodore shall officiate in his stead.

2.1.3 The Rear Commodore shall assist the Commodore and the Vice Commodore in the discharge of their duties and officiate in their absence.

2.1.4 The Secretary shall perform the secretarial duties of the Club and shall perform such further duties as may be assigned by the Committee.

2.1.5 The Treasurer shall be an Advisor to the Management/Finance Committee. Treasurer shall see that correct accounts of the Club finances are kept, and prepare interim financial statements as required. The Treasurer shall see that a proper annual statement is prepared and presented at the Annual General Meeting.

2.1.6 The Fleet Captain shall assist the Commodore, Vice Commodore and Rear Commodore in the discharge of their duties and officiate in their absence. He shall supervise all sailing and power boat activities connected with the Club.

2.1.7 The Measurer shall maintain a correct list of names, rigs, measurement and Owners of each craft in the Club, and assign the appropriate sailing handicaps to each.



2.2 Duties of Committees:

- 2.2.1 The Management/Finance Committee shall have the power to examine all matters relating to the finances of the Club and shall advise the Committee in such matters as the establishment of budgets and other schemes for the control of the Club's accounts.
- 2.2.2 The Membership Committee shall investigate all applications for Full, Social and Family Memberships and present these at a General or Special Meeting to be voted on.
- 2.2.3 The House and Grounds Committee shall have the power in everything connected with the Club House and grounds, excluding the Foreshore.
- 2.2.4 The Foreshore Committee shall have power in all matters relating to the Club dinghy, slip-ways, docks, moorings, storage yard, etc.
- 2.2.5 The Entertainment Committee shall have power in everything connected with all entertainment at the Club.
- 2.2.6 The Canteen Committee shall have power in all matters relating to the canteen and bar, purchasing, accounting, etc..
- 2.2.7 The Sailing Committee shall have power in everything connected with the Club water activities, regattas, races, etc. and shall be Chaired by the Fleet Captain.
- 2.2.8 The Grievance Committee shall have power to investigate all complaints which have been made in writing, and shall report in full to the Committee, and later to the General Meeting.
- 2.2.9 The Officers of the Club and the immediate Past Commodore shall be ex-officio Members of all Committees



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### 2.3 Signing Officers:

Unless otherwise determined by the Committee, the Signing Officers of the Club for banking purposes shall be the Commodore or Vice Commodore and the Treasurer. One or the other must sign with the Treasurer.

### 2.4 Fees:

The Annual Fees of the Club shall be reviewed each year at The Annual General Meeting and are due on the first day of June of the current season.

### 2.5 Guests:

2.5.1 Every Member shall be allowed to introduce guests to the Club, but the Member who introduces such guest must be present with them while they are in the Club House and shall enter their name in the Guest Book.

2.5.2 No guest may incur any indebtedness to the Club and Members introducing guests shall be responsible for any indebtedness or damages caused, and for the observance of House Rules and By-Laws of the Club.

2.5.3 No guest whose residence (permanent or summer) is within 15 miles of Digby shall be introduced more than once in each month.

2.5.4 Guests shall be entitled to all of the privileges of a Social Member while a guest.



2.6 Applications for Membership:

2.6.1 Candidates for Membership shall be required to complete an application form and prepay membership fee with application.

2.6.2 Applications shall be reviewed by the Membership Committee and presented at a General or Special Meeting by the Chairman of that Committee to be voted on. Candidates will be accepted or rejected by a majority of Members present at such Meeting, by secret ballot.

2.7 Complaints:

All complaints shall be made in writing to the Chairman of the Grievance Committee who shall investigate and institute necessary remedial action.

2.8 Alteration of By-Laws:

These By-Laws may be amended by a two-thirds (2/3) majority vote of the Members present at a General Meeting, providing that Members have been notified of proposed changes prior to the meeting.

2.9 Proceedings:

2.9.1 Annual General Meeting

- 2.9.1.1 Minutes of the last meeting
- 2.9.1.2 Financial Statement
- 2.9.1.3 Correspondence
- 2.9.1.4 Reports
- 2.9.1.5 Amendments of By-Laws
- 2.9.1.6 Election of Officers
- 2.9.1.7 New Business



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#### 2.9.2 Committee Meetings

- 2.9.2.1 Minutes of last meeting
- 2.9.2.2 Business arising out of minutes
- 2.9.2.3 Accounts
- 2.9.2.4 Correspondence
- 2.9.2.5 Report of Officers
- 2.9.2.6 Report of Committees
- 2.9.2.7 Election of Candidates
- 2.9.2.8 Unfinished business
- 2.9.2.9 New Business

### **3. House Rules:**

#### **3.1. Club House:**

- 3.1.1 Use of the Club House is strictly confined to Officers, Members and Staff of the Club.
- 3.1.2 Use of the kitchen is strictly confined to the Staff of the kitchen and to Members whose duties take them there.
- 3.1.3 No political or sectarian demonstrations shall be made at the Club House or any place on the Club property
- 3.1.4 No gambling shall be allowed in the Club.
- 3.1.5 Dogs or other pets are not allowed in the Club House, other than a Watch Dog.
- 3.1.6 The House Committee shall have the right to suspend or add to existing rules under certain conditions.

#### **3.2 Bar and Canteen:**

- 3.2.1 The Members of the Club shall adhere strictly to the Liquor Laws of the Province of Nova Scotia.



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3.2.2 Alcoholic beverages will only be served and consumed on the Upper Deck of the Club House.

3.2.3 Only persons authorized by the Canteen Committee shall be behind the bar and serve customers.

### 3.3 General:

3.3.1 Members introducing a guest must enter their name in the Guest Register, and are responsible for the behavior and conduct of their guest.

3.3.2 The Club does not hold itself responsible for loss of, or damage to, property sustained by any Member, their family or guest.

3.3.3 Any Member damaging or destroying property belonging to the Club shall pay compensation in the amount determined by the Executive Committee.

3.3.4 The Conduct of a servant of the Club shall in no case be made the subject of personal reprimand by a Member.

3.3.5 Magazines, books, etc., the property of the Club must not be taken from the Club House.

3.3.6 Dissatisfaction with efforts or methods of various Committees to provide services, or carry out duties, is to be stated to the Chairman of that Committee in writing through the Secretary, and not made the subject of discussion.

3.3.7 Non-Members of the Club who reside within fifteen (15) miles of Digby shall not be introduced into the Club more than once in each month.

3.3.8 Language or conduct unbecoming of any Member will not be tolerated on Club premises and may be subject to suspension or other disciplinary measures as called for in the Club's By-Laws.

3.3.9 Private functions may be held at the Club by Members of the Club only by special arrangement.

3.3.10 No property of the Club shall be loaned, rented or removed from the Club unless authorized.



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3.3.11 All alcoholic beverages consumed in the Club House must be purchased from the Bar.

3.3.12 No children shall be allowed on the Club's wharf, boat storage area, slip-way or equipment unless accompanied by an adult.

3.3.13 All House and other Rules shall be posted on the Notice Board and no Member shall be excused from a full knowledge of these Rules.

3.3.14 All accounts payable to the Club shall be paid on the 15th and last day of the month. Credit, if permitted, will not be extended beyond a two week period.

## **4. FORESHORE RULES**

### **4.1 Dinghy and Lockers**

4.1.1 The Club dinghy may be used in going to and returning from moorings and must not be detained any longer than necessary.

4.1.2 Lockers for storage of gas, oil and boat equipment may be rented from the Club for a fee to be determined by the Committee. Holders of lockers will be responsible for their condition.

### **4.2 Moorings and Storage**

4.2.1 All craft tied up to Club wharves, on the slip-way, on moorings, at anchor are at the Owner's risk, and the Club will not be responsible for any loss due to weather, fire, collision, theft or carelessness arising from negligence of the Club, it's Members, agents or otherwise. All reasonable precautions will be taken to see that Member's boats are protected and Owners will be notified in the event of any perceived peril.

4.2.2 Berths and moorings or space on the slip-way shall be assigned by the Chairman of the Foreshore Committee.

4.2.3 Owners are responsible for the proper mooring and tying up of their craft. Damage to Club property shall be the responsibility of the Owner.



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4.2.6 Storage space for craft at the Club's facility shall be reserved and paid for prior to July 31st each year. After July 31st all storage space will become available on a "first come first served" basis.

4.2.7 All craft stored on Club property shall be left with no fire hazard aboard. Loose articles left on board are at Owner's risk.

#### 4.3 Fees:

4.3.1 Fees for storage of craft or equipment shall be payable in advance, fees to be determined by the Committee and duly posted on the Club Notice Board.

4.3.2 Fee for use of electrical power shall be at the discretion of the Committee and charged on a daily basis.

#### 4.4 Other:

4.4.1 No commercial fishing vessels are to be allowed to tie up to the Club wharf.

4.4.2 Boat Owners must be present at the launching of their boat unless prior arrangements have been made.



## **5. TROPHIES**

### **5.1 General**

Trophies are not to be removed from the Club House. When won by a yacht, a suitable permanent trophy will be presented in lieu.

### **5.2 Retired Trophies:**

The following Cups have been permanently retired and are not to be contested for: The Digby Yacht Club Cup of 1898, The Inter-provincial Cup of 1900, and The Canada Cup of 1940.

### **5.3 Annual Cups:**

The following Cups: Smith's Cove, Wright and Western Nova Scotia Cups may be contested for as recommended by the Fleet Captain.

### **5.4 St. John to Digby Race:**

The following Cups and Trophy are for the Saint John to Digby Contest, and may be contested for yearly: The Digby Cup, The Hamilton Trophy and The McCallum Cup. Racing rules for these three are covered by individual Deeds of Gift.