

Frontenac Rifle and Pistol Club (2007)

By-Laws

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Article 1 - Membership

1.1 Qualifications for Membership.

1.1.1 All members and prospective members must hold a valid Possession and Acquisition License.

1.1.2 All probationary-term members must prove competency in the safe use and handling of firearms (prohibited, restricted and non-restricted, as the case may be) to the satisfaction of the Directors. This is achieved by attending the New Members' Orientation Briefing on joining, Probation Shoots as necessary and in the case of Restricted/Prohibited Firearms, the Club Level Handgun Safety Course.

1.1.3 The Handgun Safety Course must be completed before transporting Restricted/Prohibited Firearms to the Club, unless the individual has successfully completed an approved course in the past and currently has Transport conditions attached to their license and/or has been invited by a Range Safety Officer for the purpose of completing probation shoots. (Subject to new legislation Bill C-42)

1.1.4 A person who has been certified as a Firearm Safety Instructor shall deliver the Handgun Safety Course.

1.1.5 It is strongly recommended that members participate in a minimum of three (3) live-fire practices per year to maintain safe handling skills for firearms and familiarity with range rules. Special exemptions may be made for temporarily absent members.

1.2 **Membership Categories.** The type of membership does not alter the principle that the club is governed by the single vote held by each non-probationary member, and no vote shall accrue to any probationary member.

1.2.1 Full Membership. For persons wishing to use restricted/prohibited firearms and .22 caliber rifles on the indoor range, Full Membership is mandatory and allows "full" use of all facilities Outdoor and Indoor ranges. Family members or guests who attend the range with such a member must be under the direct and immediate supervision of the parent/ member.

1.2.2 A spouse/partner living at the same address who holds a valid Possession and Acquisition license may also become a full member for no additional fee. However, they must fulfill the same training requirements as the primary member. Any other family members or guests who attend the range must be under the direct and immediate supervision of the parent member.

A family member of one of our Club members (spouse/children 18 years and over) who wish to join the club may be given some consideration for priority on the waiting list only after the parent member has completed 2 years of membership.

1.2.3 Associate A. (Non-Restricted, Outdoor ranges only). For persons who wish to use rifle/shotgun on the outdoor ranges only. Family members or guests who attend the range with an Associate member must be under the direct and immediate supervision of the member.

1.2.4 Associate F. (Non-Restricted Rifle with Indoor .22 rifle). For persons who wish to use rifle/shotgun on the outdoor ranges as well as .22 rifle on the Indoor range. Family members or guests who attend the range with an Associate member must be under the direct and immediate supervision of the member.

Note: Any Associate member wishing to use a Restricted or Prohibited Firearm on the range(s) must advise the Club Secretary and have completed both a Club Level Handgun Safety Course (plus probationary shoots) and upgrade their membership to “Full” prior to using Restricted/Prohibited Firearms at FRPC.

1.2.5 60+A (60 years of age and over). The discounted rate applies to Associate A members over the age of 60 and after 5 years of continuous membership. To take advantage of a discounted fee, it is the member’s responsibility to inform the club secretary.

1.2.6 60+F (60 years of age and over). The discounted rate applies to Full and Associate F members over the age of 60 and after 5 years of continuous membership. To take advantage of a discounted fee, it is the member’s responsibility to inform the club secretary.

1.2.7 Life Member. No annual fee - this applies to any member over 75 years of age who has held continuous membership for 15 years. While the club endeavors to honor the “No Fee” policy, it is the member’s responsibility to inform the club secretary of his/her entitlement.

1.2.8 Special Circumstance Membership. By special resolution of the Board of Directors effective March 2, 2011, this membership will be available for members of the military who are deployed for several months and will not be attending the range but who will revert to Full membership on their return. Exemptions for long-term absence by any member may be requested in writing with reasons, and will be made only at the discretion of the Board of Directors.

Article 2 – Fee Schedule

2.1 **Dues.** All club members shall pay their membership dues annually by the 1st day of the new Fiscal Year (i.e. May 1st) or a late fee (determined by the Board) may be applied. A one-month extension (30-day grace period to 31 May is in force – after that date, access to facilities is removed via cancellation in the proximity card system and a late fee will be imposed to re-activate. After 30 June the membership will be terminated. *(Special exemptions for late payment may be made for temporarily absent members upon notification to the Club Secretary.)*

2.2 **Rates.** Rates for membership fees shall be established by the Board of Directors during an annual review.

2.3 **Refunds.** In the event of a membership being cancelled for any reason, the member will receive a membership refund, pro-rated on the number of months left in that membership. The same refund policy applies to new members who have not completed their supervised shooting sessions within three (3) months of joining.

Membership Type	Description	Per Month	13% HST	Rate	Total
Full	All facility use. Mandatory for any handgun use.	\$20.13	\$31.41	\$241.59	\$273.00
Assoc F	Indoor & Outdoor Rifle/Shotgun. No handgun use.	\$20.13	\$31.41	\$241.59	\$273.00
Assoc A	Outdoor Rifle/Shotgun. No handgun use.	\$16.22	\$25.31	\$194.69	\$220.00
60+F	Age 60+ for Full and Assoc F members. Available after 5 years continuous membership.	\$16.22	\$25.31	\$194.69	\$220.00
60+A	Age 60+ for Assoc A members. Available after 5 years continuous membership.	\$12.91	\$20.13	\$154.87	\$175.00
SC	For members who have <u>Special Circumstances</u> . (i.e. temporary absence from the area). No use of facilities.	\$7.38	\$11.50	\$88.50	\$100.00
LIFE	75 years of age and 15 years continuous membership.	\$0.00	\$0.00	\$0.00	\$0.00
LIFE-INACTIVE	<u>Inactive</u> member. No insurance paid. 75 years of age with 15 years past membership.	\$0.00	\$0.00	\$0.00	\$0.00

Article 3 - Committees

3.1 **Committees.** Committees shall be struck by the Executive and shall be staffed by Club members who shall serve at the pleasure of the Executive. The President may serve as part of any committee. The purpose of committees is to:

- 3.1.1 - bring special expertise to the management of Club matters
- 3.1.2 - relieve the Directors of some of the management workload
- 3.1.3. - provide an opportunity for members to participate in Club management
- 3.1.4. - provide a channel of communications between members and the Board

3.2 **Standing Committees.** The Standing Committees of the FRPC shall be:

3.2.1 **Range**

- chaired by the Range Operator
- members – Range Officer qualified members as appointed

3.2.2 **Membership**

- chaired by Membership Coordinator
- members – Club Secretary plus others as appointed

3.2.3 **Facilities**

- chaired by a Club member with property management experience
- members - as appointed from general membership

3.2.4 **Nominations**

- chaired by Vice-President
- members – as appointed from Board of Directors

3.3 **Ad hoc Committees.** The Executive Committee shall create any and all other committees as required to complete FRPC business. These can be created for either long or short-term functions.

3.4 **Reporting.** Committee will provide periodic updates to the Board of Directors as well as having direct access to the Executive for urgent matters.

Article 4 - Guests

4.1 FRPC encourages members to bring guests to the Club as a way of introducing non-members to organized shooting sports. This however cannot be done without strict adherence to safety measures. While some guests may be experienced shooters, others will have absolutely no familiarity with firearms. Further, as these guests will not have completed the mandated Club level orientation and safety courses, their firearm handling skills are completely unknown to the Club. Therefore, strict measures are in place to ensure that guest activities are conducted in a safe manner. The alternative to these measures is simply to exclude guests entirely.

4.2 No member may bring more than two (2) guests at a time for regular shooting. (This does not include special events, training, etc.) Permission to bring more than two (2) guests at a time requires the prior approval of a member of the Board of Directors.

4.3 No person other than those covered under 4.3.1 and 4.3.2 may attend the range facilities as a guest more than four (4) times per calendar year.

4.3.1 The member's spouse and his/her children under 18 years of age are exempt and may attend as often as the member pleases, but must always follow the guest procedures, including registration, briefing and close supervision by the host member.

4.3.2 A member who does not have a spouse, may designate one person as "special guest" to enjoy the same exemption as a spouse. The 'special guest' must always follow the guest procedures, including registration, briefing and close supervision by the host member. Such a designation must be made in writing to the Secretary and will last for the current fiscal year. It must be renewed annually and may not be the object of any substitution during the year.

4.4 Immediately on their arrival at the range, all guests must sign the Guest log-in form/waiver (found in the **Guest portion** of the binder). In addition, they must immediately receive a verbal Safety Briefing from their sponsoring member who will ensure that they have understood all applicable FRPC safety rules applicable to guests. The specific **Safety Briefing Notes are posted and can be found at either sign-in area of Cooper House**. The "Guest Sign-in log/ Waiver" and "Safety Briefing" must be completed every time that a guest visits the Club.

4.5 All guests (whether in possession of a valid PAL or not) shall remain under the **immediate and direct supervision of the club member at all times** while in possession of a firearm. The sponsoring member will be held responsible for all their guest's actions. In order to provide appropriate supervision, the guest and sponsor cannot be shooting at the same time.

Article 5 – Use of Facilities

5.1 The FRPC facilities are available for the benefit of the membership on a “first come, first served” basis. However, this does not mean that a member has “exclusive use” of an entire range if other members wish to participate with a non-conflicting discipline. Members must make every effort to accommodate each other’s activities through a “shared use”, co-operative approach.

5.2 The Board may make ranges available for “exclusive use” to support Club events and may rent facilities for “exclusive use” to outside agencies. The guiding principles shall be as follows:

5.2.1 First priority for range use is for unscheduled, informal practice by individual Club members

5.2.2 Second priority is for scheduled, Club-level activities (e.g. Club level training sessions and scheduled, Club-level matches)

5.2.3 Last priority is for outside agencies who wish to rent FRPC facilities on a non-interference basis with existing activities

5.3 In order to meet the sometimes conflicting priorities noted above, the following guidelines are provided:

5.3.1 One range should normally be available for unscheduled, informal handgun shooting, and

5.3.2 Range A-1 should normally be available for unscheduled, informal rifle shooting.

5.4 The Executive and Board of Directors shall develop and maintain a comprehensive set of Range Safety Rules (RSR) which shall be posted on the ranges and in the club house. In addition, they will be available on the Club website. Failing to follow the Club rules and/or operating in an unsafe manner may lead to termination or suspension of membership.

5.5 The Board of Directors may appoint Club Range Officers to assist with the safe and efficient conduct of shooting activities. The following points are applicable to Club ROs:

5.5.1 Qualification is by completion of a Club level, formal course

5.5.2 Appointment/revocation will be by the Board of Directors

5.5.3 Club ROs will not have additional authority beyond the posted Range Regulations except as approval, in advance, by the Board of Directors

5.5.4 Club ROs will have the authority to suspend a member for up to 24 hours and such actions must be reported to the Board of Directors immediately, and

5.5.5 Club ROs must intercede immediately when safety issues are observed.