



THE COLBY SHOOTING CLUB
631 Colby Drive, Waterloo ON N2V 1B4
519 746-8139

MEMBERS HANDBOOK
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CONTENTS

- A. Club Organization
- B. Activities
- C. Facility Information
- D. Membership Types and Fees
- E. Insurance
- F. Range Rules
- G. Security and Safety Procedures
- H. Guests
- I. Discipline
- J. Targets
- K. Retail Sales

A. Club Organization

The Colby Shooting Club is a not-for-profit company incorporated under the laws of Ontario. In addition to the Regular Members, there is one Corporate Member Shooter's Choice Ltd.

The Club is run by a Board of Directors consisting of five members. The President of Shooter's Choice Ltd. (or any successor corporation thereto) shall be a director of the Corporation by virtue of his or her office (i.e. an *ex officio* director). The remaining four directors shall be elected at an annual meeting of the members as follows: two directors shall be elected by the Corporate Members; one director shall be elected by Archery Members and one director shall be elected by Firearm Members. There is also a Range Officer appointed by Shooter's Choice.

The management and administrative services of the club, including mailings, insurance arrangements, accounting, record-keeping, facility maintenance etc. is handled by Shooter's Choice Ltd. according to the terms of the License Agreement. A portion of membership fees and range fees are paid to Shooter's Choice Ltd. to cover these costs.

Annually, Shooter's Choice Ltd. sets its fees based on its expenses, and leases time to the Club based on the Club's activity level and membership level.

B. Activities

Most activities at the Club are organized by activity committees, each with a chairman. There are three activity areas: Archery, Handgun and Long Gun. The chairmen and committee members are volunteers, but Shooter's Choice will help in any way it can in organizing events and handling paperwork. Any phoning of members is normally handled by the committee.

The Board of Directors is responsible for deciding which activity will have use of the range at which hours. Every effort is made to ensure that all activities have access to the ranges and that sufficient time is left for open shooting hours by members.

C. Facility Information

The Club operates out of Shooter's Choice Ltd. at 631 Colby Dr. in Waterloo. The Shooter's Choice complex consists of a bow shop, a gun room and two ranges. There is also a Gunsmith operation available to all members.

The firearm range is a state-of-the-art installation with eight (8) shooting lanes, returning targets and an ultra-efficient air filtration system. The range is 20 meters long with the ability to stop targets at various intermediate distances. Almost any firearm and ammunition can be fired in the range, with the exception of very high velocity rounds (over 3500 fps). **FOR FIREARMS AND AMMUNITION USE/AND RESTRICTIONS PLEASE REFER TO SECTIONS F-2 GUN RANGE RULES AND SECTION I DISCIPLINE.**

The upstairs 25-yard Archery Range will accommodate 6 shooters comfortably. Upstairs, there is a Members' Lounge with comfortable seating for 8 or more people. There is one vending machine downstairs.

Rules and regulations governing the use of the facility and ranges are contained in this handbook and shorter versions are posted in the building. Members must comply with these.

D. Membership Types and Fees

Members pay fees based on the areas they wish to participate in. Memberships are available for Archery, Gun and Combined (both areas).

Every member must join the Canadian Coalition for Firearms Rights (CCFR) through the Club for insurance purposes. Various organized activities will be held in both ranges, but they will also be available for open member use for a generous number of hours each week. Check the schedules outside both ranges and on the website for details.

New members may join the club any time and fees will be pro-rated. Once after October 1st of the year of 50%. This prorate does not apply to Initiation fee or key fee. New members joining after February 1st will pay the full amount and memberships will carry over till the following year renewal time. Memberships are renewable in April of each year. Memberships not paid in full by May 15th of each year will have Membership, keys and insurance terminated. To rejoin after this date the initiation fee is required to be paid in full with the membership.

Range privileges are conditional on a member's fees being paid up in full. Members who have their membership or range privileges cancelled and/or suspended because of violations of Club rules and regulations are not eligible for a refund.

Special memberships are available at reduced rates for couples, children, juniors, seniors, and first responders' officers. Check current rate sheet for details.

All members have member privileges to participate in activities and use the ranges associated with their membership type only.

Full Members may use ranges during all designated hours at no additional hourly cost. All Full Members are issued an Electronic Pass Key/Fob which will give them access to the building at any time, 24 hours a day. This Electronic Pass Key/Fob is the Member's responsibility and must not be lent to anyone under any circumstance.

All gun members wishing to shoot firearms at Colby Shooting Club are required to have a valid Possession and Acquisition License and must have completed the Colby Club Level Safety Shooting Course or be accompanied by a person with the above qualifications covering the firearm being used.

E. Insurance

At the time of joining The Colby Shooting Club, members are required to join the Canadian Coalition for Firearms Rights. The benefits of belonging to CCFR include:

All members in good standing of the Canadian Coalition for Firearm Rights have \$5,000,000 third party liability insurance. Coverage includes: sanctioned activities of members with respect to all legal shooting sports & fishing activities, including at formal ranges and informal settings such as hunting and fishing and is subject to usual policy terms, conditions, limitations, and exclusions. A \$1,000.00 deductible applies to the claimant. This is a primary insurance. Members are protected WORLDWIDE under the CCFR program.

F-1 Archery Range Rules

1. If a Club Range Officer is not on duty, shooters must appoint a Range Officer.
2. All range activity is under the control of the Range Officer.
3. Shooting positions may be assigned by Shooter's Choice staff or the Range Officer.
4. Arrows may be knocked only on the range and only at the firing line and only with no one downrange.
5. Crossbows may be cocked only on the range and only at the firing line and only with no one downrange.
6. Broad heads may be used only with range approved broad head targets.
7. No food or drink is allowed on the range.
8. Range users will conduct themselves in a safe and courteous manner at all times. Shooter's Choice is a family environment and swearing will not be tolerated.
9. All members using the range must have valid CCFR insurance.
10. All members must complete and sign a "Members Release of Liability" form
11. **No alcohol or illegal or legal drugs are permitted in the building. No person under the influence of alcohol or legal or illegal drugs shall be permitted to enter the range.**
12. No member or guest is permitted to use Colby Shooting Club for profit without the express written consent of the Colby Shooting Club Board of Directors.

ANY BREACH OF THE ARCHERY AND GUN RANGE RULES WILL BE CONSIDERED SUFFICIENT GROUNDS FOR REMOVAL FROM THE FACILITY AND SUSPENSION OR TERMINATION OF RANGE PRIVILEGES.

F-2. Gun Range Rules

1. If a Club Range Officer is not on duty, shooters must appoint a Range Officer.
2. All range activity is under the control of the Range Officer.
3. Shooting positions are to be assigned by Shooter's Choice staff or the Range Officer.
4. When the green light is on, or when directed to do so by the Range Officer, make firearms safe by placing it on the bench with the magazine removed, muzzle downrange, action open and chamber(s) empty and step back from the firing line.
5. Guns may be loaded only on the range and only in the booth at the firing line (or down range in the case of approved down-range events).
6. Muzzles should always be pointed downrange (never toward another person) and all actions must be left open when firearms are not in use.
7. Anyone using a restricted firearm must hold a valid PAL (Possession and Acquisition Permit to carry a restricted weapon) for that handgun or must be shooting under the direct supervision of a designated Shooter's Choice employee or the person holding the permit for the handgun being used.
8. Safety glasses and ear protection must be worn by all persons on the range.
9. Shooting benches will remain in place and shooters will remain behind the firing line except with the permission of the Range Officer or during approved down-range shooting events.
10. The Range Officer must inspect all firearms (see 4) before allowing anyone to cross the firing line.
11. All shooters must remain away from the line and may not handle firearms while anyone is downrange
12. Holsters may only be worn with the approval of a Colby Shooting Club designated Range Officer.
13. No firearms or ammunition are allowed in the Lounge area.
14. No food, drink or smoking is allowed in the range.
15. All firearms must be transported into and out of The Colby Shooting Club premises in a case and in compliance with all regulations governing the transportation of firearms.
16. Range users will conduct themselves in a safe and courteous manner at all times. Shooter's Choice is a family environment and swearing will not be tolerated.
17. There must be two people on the range. One must be over 18.
18. All members using the range must have valid CCFR insurance.
19. All members must also complete & sign a "Members Release of Liability" form.
20. No member or guest is permitted to use Colby Shooting Club for profit without the express written consent of the Colby Shooting Club Board of Directors.

F-2. Gun Range Rules (Continued)

Ammunition Restriction:

- 1 No Ammunition with velocity of 3500 FPS or over.**
- 2 No Steel Core ammunition (surplus). To determine if ammunition is Steel core, simply utilize magnet in each stall to see if ammo sticks.**
- 3 No .50 BMG or equivalently rated ammunition.**
- 4 No ammunition defined as Prohibited by the CFO or RCMP.**
- 5 No tracer or equivalently rated ammunition.**
- 6 No exploding targets allowed on Range.**
- 7 Controlled Fire Rule in effect: Non-aimed rapid fire is not permitted and will be subject to discipline as outlined in Section I.**
- 8 Aimed Fire Rule: All shots fired on the range are the responsibility of the shooter.**

- 9 NO ALCOHOL OR ILLEGAL OR LEGAL DRUGS PERMITTED IN THE BUILDING. NO PERSON UNDER THE INFLUENCE OF ALCOHOL OR ILLEGAL OR LEGAL DRUGS SHALL BE PERMITTED TO ENTER THE RANGE.**

G. Security and Safety Procedures

Range rules must be obeyed at all times.

Members may not consume alcoholic beverages on Club premises and members are not permitted on Club premises under the influence of alcohol, illegal or legal drugs.

No member may lend his/her Electronic Pass Key/Fob to another person; family memberships may have a second Electronic Pass Key to members over 18 years old. Keys are not issued to Children and Junior Members, however, parents may sign for keys and are responsible for junior members. All Electronic Pass Keys must be returned when a member resigns from the Club.

The Electronic Pass Key system records the name and time of the members' entering and exiting from the gun range areas. This software monitors all Gun Range use by members and is synchronized with the camera monitoring system. Keys for members are also activated and disabled using this system.

In addition to the Key system, all areas of the Colby Shooting Club as well as all areas of Shooter's Choice building are monitored by video cameras connected to remote recording devices. Everyone entering the building and the firearms range are being monitored. We rely on the "honour system" for collecting user fees for guests and target money.

Members are responsible for the conduct of their guests. Members must ensure their guests are familiar with Club rules and abide by them. Members must complete and sign a "Non-members Release of Liability" form for each guest and must drop forms and guest fees in the box provided at the back of both ranges.

Members must carry their Club and CCFR membership cards with them at all times when using the range. These cards must be presented on request by a Shooter's Choice staff member or any other Club member. **DON'T BE OFFENDED - THIS RULE IS FOR THE PROTECTION OF YOUR CLUB.**

Any members who witness conduct, which is inappropriate or unsafe, should report it to a member of Shooter's Choice staff immediately. If after hours, ask the person to cease, note in particular the date and time (ask the person to show you his/her membership card if you don't know them) and report the incident at the first opportunity to the Shooter's Choice staff or to a Member of the Board of Directors.

H. Guests

Guests of Club members are welcome to use Club facilities but they must be accompanied by the Member at all times. Guest fees apply and must be deposited in the lock box at the back of each range. **There will be a limit of two guests per visit.** When using the range with guests, club members must complete and sign a non-members release of liability form and deposit the form in the lock box.

Remember that Guests are your responsibility and should rules not be followed you will be responsible for the consequences.

Non-members who can demonstrate a familiarity with their equipment may be permitted to use the ranges as guests of the Club at the discretion of the Range Officer or a person designated by him/her. A short orientation program will be used for these people and they will be issued a "Guest" passkey, which will be returned when they have finished.

I. Discipline

Breach of security procedures, Club By-laws and policies, and/or range rules will be considered sufficient grounds for removal from the facility and termination of range privileges. Suspension of other membership privileges will be considered depending on the nature of the breach. The Board of Directors may carry out such disciplinary measures at its sole discretion.

Disciplinary Measures.

- a. Any ammunition that is classed as “Steel Core” found, present, or in possession of anyone while on the range, will remove it from the facility immediately.**
- b. Members/Guests caught shooting Steel Core, Bi Metal, or ANY other type of Bullet that is found to stick to a magnet when tested, will be subject to the following Discipline Ruling:**

A member will receive a One Week suspension of Range privileges. Their electronic key code will be put on a list for a probation period of one fiscal year. During this period, any further issues of prohibited ammunition found or used on the range, the Member information will automatically be checked for exit/entry key code logged around the time of incident. If a second breach of probation, or violation of Club Rules is found during probation or anytime thereafter; automatic termination of Membership will occur. NO ALIBI’S.

- c. If a Guest is found shooting prohibited ammunition on the Colby Range, automatic removal from facility privileges will occur. If a Member is overseeing a Guest/Group of shooters and an incident occurs where prohibited ammunition is used. BOTH the member and guest will be subject to discipline as outlined.**

“YOU are RESPONSIBLE for every shot fired. KNOW your Target, and what is behind, above, below, and/or beyond it.”

I. Discipline: Continued

- d. **Damage to Baffles, walls, ceiling, floor, target holders, lighting or any other facility item will be subject to the following:**

Members/Guests caught damaging any of the above outlined items will be subject to the following Discipline Ruling:

Members will receive a One-week suspension of Range Privileges. THE COST OF REPAIR OR REPLACEMENT OF ITEM(S) DAMAGED WILL BE ISSUED. REFUSAL TO PAY WILL BE CONSIDERED VOLUNTARY TERMINATION OF MEMBERSHIP. Their electronic key code will be placed on a list for a probation period of one fiscal year.

Any further issues of damage found on the Range as outlined, The Member information will automatically be checked for activity around the time of incident. If a second incident occurs during probation or anytime thereafter, automatic termination of Membership will occur. NO ALIBI'S.

If a Guest is caught damaging any of the Facility items outlined. Automatic removal of Range Privileges will occur. THE COST OF REPAIR OR REPLACEMENT OF ITEM(S) DAMAGED WILL BE ISSUED. If a Member is overseeing a Guest, the above ruling will apply to BOTH.

J. Targets

Targets are provided at the back of both ranges so that members can purchase them at any time. Payment is on the honour system. A list of prices is posted with these targets. Since this is an honour system should targets be taken without payment this privilege may be removed at the discretion of Corporate Members.

K. Retail Sales

The Club is not permitted to sell shooting supplies to the public or its members. Club members and guests are not allowed to sell or attempt to sell shooting supplies on or near Club premises without the permission of the Corporate Members.