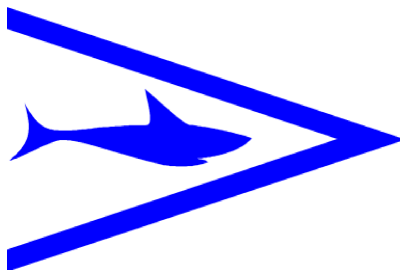


# ADVANTAGE BOATING SAIL SHARE HANDBOOK

2024 Edition v1.0



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# OVERVIEW

## Sail Share Program Mission Statement

The Advantage Boating (AB) Sail Share program encourages sailors of all experience levels to enjoy the pleasures of sailing and to develop excellent seamanship skills by providing a wide variety of sailing opportunities in a friendly and cooperative atmosphere.

## Background

The Sail Share program targets graduates of the Basic Cruising course, or others with equivalent experience, who want to pursue their growing interest in sailing without the commitments and costs of boat ownership.

The Sail Share programs' outstanding safety standards ensure that your safety is first and foremost. All of our boats are properly maintained and carry Canadian Coast Guard Safety gear as required in the "Small Vessel Regulations".

Your enrolment in the Sail Share program enables you:

1. To sail as often as you like, depending on your membership level, from mid-May to ~ mid-October.
2. To invite guests (on a limited basis).
3. To be part of the Ottawa Sailing Community.

We encourage members to attend as many Sail Share and/or sailing club events (social and other) as you like. We encourage you to participate and truly become involved in your Sail Share and sailing club community! Check with the AB office and emails for further details on events.

Choose to join one of our sailing or theory clinics, evening races or day-long outings. You are able to customize your sailing program based on the activities that appeal to you. Those who want to improve their sailing skills will have ample opportunity to do so, while others may just want to enjoy tranquil sails on those lazy summer days.

One of the best values of the Sail Share program is the degree to which you can continue to learn about sailing and boats. Whether you want to know more about the finer points of sail trim, basic boat maintenance, how to race, or how to prepare for an extended cruise, you'll find our members and staff are eager to share their knowledge and experiences.

## The Handbook

This handbook has been developed with the assistance of Sail Share members to provide a clear description of the program's structure and to promote fun and safe sailing. *As a member, you are expected to read and be familiar with this handbook and the procedures and policies of their associated Sailing Club. By signing your acknowledgment and waiver prior to sailing you agree to abide by these policies.*

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**Sail Share Fleet (See Annex I for more detail):**

At NSC (cruising and some are spinnaker rigged):

- 24 foot Sharks (small boat program)
- 22 foot Tanzers (small boat program)

At BYC (cruising and some are spinnaker rigged):

- 24 foot Sharks (small boat program)
- 22 foot Tanzers (small boat program)
- One 27 foot C&C (big boat program)

**Club Facilities**

The Sail Share boats are berthed at the Nepean Sailing Club (NSC) and Britannia Yacht Club (BYC) and are sailed on the waters known as Lac Deschênes.

**Nepean Sailing Club Membership**

Our host, the Nepean Sailing Club (NSC), has year-round activities for everyone. Besides club cruising and racing events, NSC has many great social events. The more popular social events include: "THRASH" party, the Commodore's Sail Past, the Baskin's Beach corn boil, nightly BBQ's, winter time Friday and Saturday night dinners and live music (Jan. to April), and year-round access to the members lounge and restaurant.

Sail Share participation at NSC requires a Full membership (see NSC for details).

Special incentives to join Sail Share at Nepean include:

1. No NSC initiation fees are charged for Sail Share members.
2. If you join Sail Share in the same year you take your Advantage Boating Basic Cruising course (and you have not previously been an NSC club member), the cost of an NSC crewing membership fee will be subtracted from your upgraded NSC membership fee.
3. After 3 years of being in the Sail Share program, NSC initiation fees will be waived if you decide to buy your own boat and become an NSC member.

**Britannia Yacht Club Membership**

Our host, the Britannia Yacht Club (BYC), also has year-round activities for everyone. There is club racing, cruising, tennis, and lots of great social events. Some of the popular social events include: Commodore's Ball, New Members Night, Friday night BBQ's & live band entertainment, movie nights, the Breakfast Club, and there is always year-round access to the Dragon Lounge.

Sail Share participation at BYC requires a Social (single or couple/family) or Full (single or couple/family membership (see BYC for details).

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Special incentives to join Sail Share at Britannia Yacht Club include:

- There are no initiation fees at BYC
- When you join the Sail Share in the same year that you take your Advantage Boating Basic Cruising (and you have not previously been a BYC club member), the cost of a BYC crewing membership will be subtracted from your upgraded BYC membership fee.

### **How to Find Out What's Happening (Club Events)**

By regularly checking club websites ([www.nsc.ca](http://www.nsc.ca) or [www.byc.ca](http://www.byc.ca)) you will be able to stay connected and be informed of your host club sailing and social activities. Each club also sends weekly club update emails (Tel tale at NSC; Full & By at BYC). Contact the appropriate club office if you wish to be included in those emails. Finally, when down at the clubs make sure to check the notice boards. Events and activities are usually posted there.

### **How to Find Out What's Happening (Sail Share Events)**

Email newsletters are the primary means of communication for our Sail Share members. Each spring Sail Share season starts off with a member's meeting to bring Sail Share sailors up to date on the program, policies, changes and news. This is a great way to keep you connected, to find out details of Sail Share events and meet other Sail Share members. Advantage Boating organizes various social, mentorship and learning opportunities throughout the summer.

### **Advantage Boating Staff**

Ron Schute, President and Owner of Advantage Boating, is responsible for the overall direction, management, finances and final decisions of the Sailing School and Sail Share program. Doris Parolin, the Sailing School Director, is responsible for the day-to-day operation of the Sailing School including the Sail Share Program.

### **Organization of the Sail Share**

The Sail Share program is member driven. Through member input and participation members are given maximum opportunity to influence the activities of the Sail Share program. AB is always interested in how we can make the Sail Share program even better.

### **Suggestions and Complaints**

You are encouraged to discuss your ideas with us. We are always looking for ways on how the Sail Share can better serve its members. Advantage Boating can be reached via email ([info@advantageboating.com](mailto:info@advantageboating.com)) or by calling the AB office at 613.721.8683. If you have a concern of a more serious nature (perhaps involving the conduct of another Sail Share member or AB staff member) you are encouraged to contact us as soon as possible.

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# SAIL SHARE MEMBERSHIPS LEVELS

NOTE: All Sail Share members are expected to read and be familiar with this document and the procedures and policies of their associated Sailing Club.

## MEMBERSHIP OPTIONS

Each member has 3 considerations to make:

### 1. What type of boat do you wish to sail?

- **Small Boats**
  - Tanzer 22 and Sharks
  - Requires Basic Cruising Skipper or Crew or the equivalent certification
  - Requires an NSC full or BYC full membership (subject to change)
- **Big Boats**
  - C&C 27 (BYC)
  - Requires Intermediate Cruising Skipper or Crew or the equivalent certification
  - Requires a minimum BYC non-voting social membership (subject to change)

### 2. How often do you want to sail (Membership Level)?

- **LEVEL 1:**  
Boat access 7 days a week, cruising & racing privileges
- **LEVEL 2:**  
Boat access 7 days a week, cruising only
- **LEVEL 3:**  
Boat access 5 days a week, Monday-Friday between 0900h-1700h, cruising only

### 3. What are your Qualifications?

- **PRIMARY SKIPPER Qualification:**  
A Primary Skipper qualified Sail Share member may command (skipper) a Sail Share boat at the club of which they are a member under the condition that he/she:
    - Is an NSC or BYC member
    - Holds the Sail Canada *Basic Cruising Skipper Standard* (for Small Boat Sail Share)
    - Holds the Sail Canada *Intermediate Cruising Skipper Standard* (for Big Boat Sail Share)
    - Has attended the Advantage Boating Sail Share boat orientation session and has satisfactorily demonstrated “skipper” boat handling skills during this session
-

- **PARTNER SKIPPER Qualification:**

A Partner Skipper qualified Sail Share member may command (skipper) a Sail Share boat at the club of which they are a member under the condition that he/she:

- Must reside at the **same address** as a Sail Share Primary Skipper member
- Is an NSC or BYC member
- Holds the Sail Canada *Basic Cruising Skipper Standard* (for Small Boat Sail Share);
- Holds the Sail Canada *Intermediate Cruising Skipper Standard* (for Big Boat Sail Share)
- Is on board with a qualified Sail Share Primary Skipper
- Has attended the Advantage Boating Sail Share boat 3-hour orientation session and has satisfactorily demonstrated “skipper” boat handling skills during this session

- **CREW Qualification:**

A Crew qualified Sail Share member may crew on a Sail Share boat at either NSC or BYC under the condition that he/she:

- Is an NSC or BYC member
- Holds the *Sail Canada Basic Crew Standard* (for Small Boat Sail Share)
- Holds the *Sail Canada Intermediate Crew Standard* (for Big Boat Sail Share)
- Is on board with a minimum of 2 qualified Sail Share Skippers (either 2 Sail Share Primary Skippers or 1 Primary and 1 Partner Sail Share Skipper members).
- Has attended the Advantage Boating Sail Share boat orientation session and has satisfactorily demonstrated “crew” boat handling skills during this session
- *NOTE: To upgrade from a crew to a skipper qualification, please contact the AB office. We can help in upgrading your certification.*

- **Race Qualification:**

Special arrangements must be made for a Sail Share member to be Race Qualified. A race qualified Sail Share member may race on any of the “race” designated Sail Share boats under the condition that he/she:

- Has completed the AB Race Boat Orientation Session.
- Has Sail Share Primary Skipper qualifications.

*NOTE: There must be a minimum of 3 Sail Share (Skipper & Race Qualified) members on board to race.*

- **Spinnaker Qualification:**

Special arrangements must be made for a Sail Share member to be Spinnaker Qualified. A Sail Share spinnaker qualified member may sail or race with spinnaker on any of the “spinnaker” designated Sail Share boats under the condition that he/she:

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- Has completed an AB spinnaker clinic and has demonstrated competency using the spinnaker
- Has Sail Share Primary Skipper qualifications

*NOTE 1: There must be a minimum of 3 Sail Share (Skipper & Spinnaker Qualified) members on board to fly spinnaker.*

*NOTE 2: Spinnakers must **NOT** be used in winds over 15 knots! (They are made of lightweight material and can be damaged easily).*

### **SAIL SHARE PAYMENT & REFUNDS:**

Sail Share deposit payments are due to Advantage Boating at time of registration in the Sail Share program. Balance payments are due April 1 of the Sail Share season.

Sail Share rates are prorated starting mid-July

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## RESERVING THE BOATS

Sail Share boats are available seven days a week, including holidays. Advantage Boating reserves the right to alter boat schedules due to maintenance or special events.

There are three booking periods every day:

- 0900h-1300h
- 1315h-1715h
- 1730h to dusk (boats must be returned to the dock by the time the sun drops below the horizon)

*Note: Boats are not permitted to sail between dusk and dawn. Boats must be back at the dock or anchored (Big Boats only) by sunset.*

Boats can be reserved through our online reservation system up to seven days in advance. Please call the office (613.721.8683) or send us an email ([info@advantageboating.com](mailto:info@advantageboating.com)) if you require assistance in using the online reservation system.

If you are a “crew” and you don’t have a “skipper”, please reach out to your fellow Sail Share members using the Sail Share directory.

### On-line Sail Share Info & Booking System

To log in to the Advantage Boating Sail Share member section of the website (<https://advantageboating.com/private/sailsharemembers/sailsharelogin.php>) simply use the same email and password you used for setting up your personal profile when you registered for your first course with Advantage Boating (contact us if you cannot remember).

Once logged in, you can access the online boat reservation system by clicking on the “How to book a boat .....” link at the top of the page. This link will take you to the online booking system ([www.Supersaas.com](http://www.supersaas.com)). Your “Account Name” for the reservation system will be the same email used to log into Sail Share member’s section on the Advantage Boating website. The password is changed each year and will be provided to you in the spring.

Alternatively you can also log in to the SuperSaas booking page directly by visiting <http://www.supersaas.com/schedule/AdvantageBoating>

A user’s guide has been uploaded onto the Sail Share Member’s section of the Advantage Boating website to provide more information on how to reserve a boat.

### Booking Rules

#### 1. Sail Share Primary Skippers:

- May reserve boats from the club of which they are a member
- May crew on Sail Share boats at either club

#### 2. Sail Share Partner Skippers:

- Must sail with the Primary Sail Share member with whom they registered
  - Do not have boat booking privileges
-

3. Sail Share Crew members:

- May add their name indicating desire to sail but may not sail unless there are two Sail Share Skippers on board.
- May sail with Sail Share Skippers from BYC or NSC

4. When booking a Sail Share boat, please indicate the following online:

- Your name with “Skipper”, “Partner” or “Crew” beside your name.
- The date you would like to reserve a boat and the preferred time slot
- Your email and/or phone number
- Your preference of boat including name of boat
- If appropriate, also include a note like “Looking for crew”, “Can take 1 more crew” or “Can take 2 more crew”
- Also include any special details such as if you require a specific departure/return time

### **Back to Back Bookings on Weekends**

One boat at each club (NSC or BYC) will be made available on each Saturday and Sunday (and Monday if it is a long weekend) for a back to back booking (between 9am to sunset) (on a first come – first serve basis). Back to Back bookings are still made a maximum of 7 (seven) days in advance. The same member may not use this type of booking on consecutive days or weekends. This gives all Sail Share members equal opportunity to get out on the water for a back to back booking.

### **Weekend Bookings, No Show and Cancellations (after AB office hours).**

BOOKINGS: On weekends, if you are down at the club, and observe that a boat is available, please check the online booking system to reserve the boat if it isn’t already reserved.

NO SHOW: When a crew has booked for a particular time slot and is a “NO SHOW” after 1 hour of their scheduled start time, you may book yourself in with your crew names, submit your sail plan and proceed to enjoy your sail.

CANCELLATION: Please give as much notice as possible. As a courtesy, if you have to CANCEL your time slot last minute on the weekend, please:

- Go online to [www.supersaas.com](http://www.supersaas.com) and remove your name from the booking.
- Notify any crew scheduled before you by trying to call/email that crew. This will allow that crew to extend their time on the boat without having to come back to the dock early.

### **Overnight Bookings (Big Boat)**

To qualify for overnight booking during NSC/BYC Baskin’s up-river events, Members must:

- Be in their 3rd season of membership with the Sail Share on the Big Boat.
  - Hold their Sail Canada Intermediate standard
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### **Changes To Schedules For Boat Maintenance Or Special Events**

AB reserves the right to alter boat schedules due to boat maintenance or special events. In the event of a schedule change members will be notified by email, via the AB Sail Share website page, through the online reservation system or by phone.

For Sail Share special sailing events, interested members can reserve boats on a first come first serve basis once the event has been announced.

For racing on race nights, priority is given to Level 1 (Race) Sail Share members for booking of the 'race' boats.

### **Returning on Time**

Please be considerate to your fellow Sail Share Members by returning your boat on time (either before the next time slot and before dusk). Pay attention to the weather as you sail and allow for extra time if you have to sail upwind to get back to the sailing club – sailing upwind takes longer! Also, make sure to check the weather forecast before leaving the harbour. The weather on the Ottawa River can change quickly.

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# SAIL SHARE RULES & PROCEDURES

These rules are intended to ensure the safety of our sailors, proper use of equipment and to create a cooperative and fun atmosphere.

## Safety

1. *A Transport Canada approved lifejacket or PFD must be worn at all times on the docks and when on or in the boats.*
2. *No alcohol or marijuana is allowed on the boats.*
3. *Smoking is not permitted on the boats (cockpit or cabin) or on the docks.*
4. *No pets are allowed on-board the boats.*

## Boat Orientation

Prior to using the Sail Share boats, all Sail Share members **MUST** participate in a Boat Orientation Session, which lasts approximately 3 hours. During the orientation we will review how to reserve a boat online followed by a dockside and an afloat orientation. On the water basic sailing skills and emergency procedures will be assessed. Crew or Skipper qualification will be granted based on demonstration of:

- Safe handling of the boat under power & sail
- Safe docking and undocking
- Successful crew overboard recovery technique
- How to reef and un-reef the mainsail
- How to anchor

## Number of Sailors per Boat

- Each of our boats can comfortably accommodate up to four (4) adult sailors. Our Big boat can accommodate up to six (6) sailors.
- To sail, each boat must have a minimum of two (2) Sail Share (Skipper qualified) members on board.
- To race, a boat must have 3 (three) Sail Share (Skipper and Race qualified) members on board.
- To fly a spinnaker, a boat must have 3 (three) Sail Share (Skipper and Spinnaker qualified) members.
- A skipper must not turn away an interested member unless the boat is filled to capacity.

## Guests

Guests are welcome to sail up to *three times* per season (with the exception of children under the age of 18). *All guests* must wear a PFD at all times when on the boat. After 3 times onboard, that guest must become a Sail Share and sailing club member.

**Every guest you take out MUST complete a waiver and safety form, prior to departure, each time they go out.** This should be left in the Advantage Boating mailbox with your sail plan prior to leaving the dock.

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## Children

Children under 18 years of age may sail as a guest only if accompanied and supervised by an adult and if the skipper agrees. It is important to ensure that there is an adequate number of crew on board to handle the boat safely and supervise the children.

Children MUST bring their own appropriately fitting PFD. For safety reasons, we suggest that young children remain in the cockpit or below deck.

## Filing A Sail Plan / Checklist

**PRIOR TO DEPARTURE FOR EACH SAIL** the Sail Share skipper must complete a “*Sail Share Sail Plan / CheckList*”. Please use your smart-phone to fill out the PDF-fillable form and submit the form to [info@advantageboating.com](mailto:info@advantageboating.com) with the subject line “Sail Share PRE-DEPARTURE: (boat name), (your last name)”. You can also fill out the checklist paper copy (stored on the boat) and email photos of all the pages to [info@advantageboating.com](mailto:info@advantageboating.com) with the subject line “Sail Share PRE-DEPARTURE: (boat name), (your last name)”. This includes special events and race nights.

The purpose of the *Sail Plan / Check List* is:

1. To assist you in preparing the boat for sailing
2. In case of emergency Advantage Boating has an accurate record of all people out on the water at all times

The names of the Skipper, crew and guests must be accurate before departure and must identify which two of the two “Skipper” Sail Share members are on board.

Accuracy in filling out the *Sail Plan / Checklist* will help ensure the safety of the crew aboard and assist Advantage Boating with any technical problems that may have occurred while you were out sailing.

The boat cannot leave the dock until the *Sail Plan / Checklist* has been filled out and emailed to [info@advantageboating.com](mailto:info@advantageboating.com).

**UPON RETURN FROM YOUR SAIL** please continue filling out the form by completing the **POST SAIL** section of the *Sail Plan / Checklist*. Please note on the *Sail Plan / CheckList* any maintenance or repairs required and return the *Sail Plan / Checklist* to the Advantage Boating mailbox. If maintenance or repairs are required before a boat can sail again please notify the next sailor scheduled to take the boat out (either by email, by phoning them or by leaving a note in the front of the Sail Share binder) and then notify AB staff ASAP by email ([info@advantageboating.com](mailto:info@advantageboating.com)) with the subject “AB URGENT – BOAT REPAIR”. Incoming boats may “sign off” to the next skipper (and avoid de-rigging the boat), providing the skipper assumes command is present and agrees.

## Maximum Wind Strength:

- Sail Share boats are not permitted to leave the dock if the wind forecast indicates
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**gusts of 18-20 knots or more.**

- **Sail Share boats are not permitted to fly a spinnaker if the wind forecast indicates gusts of 15 knots or more.**

## **Conduct**

A member who behaves in a reckless, dangerous or illegal manner risks expulsion from the Sail Share program.

## **Insurance and Security Deposit**

A \$1000.00 Security Deposit is required from each member at the beginning of the season (held through a valid credit card).

This Security Deposit covers the insurance policy deductible and as security for any loss or damages suffered by Advantage Boating to the boat or its contents during your use of the boat. In the event of wilful damage, accidental damage (i.e. improper lookout) or negligence to any of the boats, each of the Sail Share members on board at the time of the incident will be responsible to share the cost of the damage incurred. Members are responsible for winch handles, fenders or boat hooks that have been lost overboard (this is not included in your \$1000.00 deductible).

If you as a Sail Share Member cause damage or loss to the vessel, any ancillary equipment, or to property belonging to a third party and such damage or loss is caused as a result of your gross negligence or reckless conduct, you will be liable for the full extent of the loss suffered and our right to claim against you will not be limited or waived in any way by the payment of the Security Deposit. Acts that will be considered as gross negligence or reckless conduct will include, without limitation, sailing outside of defined sailing hours or sailing the vessel under the influence of alcohol and/or drugs.

***\*\*NOTE\*\* Many accidents occur because people aren't paying attention. Please remember to keep a proper lookout "by all available means appropriate in the prevailing circumstances" - Collision Regulations, Rule 5.***

## **Reporting Incidents**

In the event of outside party involvement, Sail Share members are not to admit any liability or speak on behalf of NSC, BYC or Advantage Boating. If an incident should occur, your course of action should be to:

1. Ensure the safety of everyone on board and if necessary, call 911
2. Return to harbour as soon as possible
3. Secure boat in the harbour
4. Contact Advantage Boating at 613.721.8683 and/or email at [info@advantageboating.com](mailto:info@advantageboating.com) with subject heading of "AB URGENT- SAIL SHARE INCIDENT REPORT".
5. Fill out the incident report (located on each boat in the back of the "boat kit" binder).

This report must be signed and contain:

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1. Date of incident
2. Time of incident
3. Location of incident
4. Names of members who were present
5. Names and phone numbers of other individuals involved
6. Detailed description of the incident
7. Note any personal injury - if first aid was rendered and person had to go to the hospital

Incidents might include:

- Damage or loss of Sail Share property
- Collision of a Sail Share Boat
- Personal injury where medical aid was required
- Police or Search and Rescue was called



This section contains valuable information to assist you in becoming a more competent and well-rounded sailor.

## Sail Selection

- Choose the correct sail combination based on the wind strength, given the current weather conditions (<http://nsc.ca/web2/weather/>)
- Never exceed the maximum wind rating for a sail because a ripped sail is dangerous and expensive to replace/repair.
- When changing headsails, keep in mind you might need to adjust the headsail fairlead positions or track choice.
- In considering which headsail to use think about the amount of overlap your head sail will have with the main sail. The stronger the winds, the smaller a headsail you should select.

Our Sharks have two headsail options: a #1 genoa (180% overlap) or a #3 jib (110% overlap). Our Tanzers, may have up to two headsail options: a #2 genoa (150%) and a #3 jib (110%).

## Outhaul

Apply outhaul tension at the dock according to wind (more wind = more outhaul tension). The outhaul is most easily tightened when there is no pressure on the mainsail (ie. release the main sheet). Outhaul tension is tough to adjust in heavy winds or if the sail is under load. *The outhaul must always be eased when finished so that the foot of the sail is not stretched.*

## Foul Weather Gear

You are responsible for your own foul weather gear and/or sailing gloves. Both can be purchased at the Chandlery (a sailor's haven) here in Ottawa. Remember dressing appropriately for the weather will maximize your sailing enjoyment. **Be Aware** that the Ottawa River water temperatures in May and June are still very cold and that if crew falls overboard hypothermia can occur very quickly. Make sure to dress appropriately and bring extra dry clothing in case you get wet.

## Deck Shoes

Deck shoes or non-marking soft-sole shoes **must** be worn on the boats and docks.

## Unfamiliar Territory

All of our Sail Share boats are equipped with both Canadian Hydrographics Chart 1 and Chart

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1550. Hazards to navigation (shoals and rocks) exist in these waters and members should familiarize themselves with this local chart. Please pay particular attention to the following hazards (this is not a complete list):

- Britannia Bay (K1),
- Blueberry Reef (K4),
- The Rapids (near BYC),
- Shirley's Bay (K5),
- The west & south side of Aylmer Island

It is your responsibility to be aware of all hazards in your sailing area. If you are not sure where they are located – the ASK!

## Maintaining a Lookout

The International Regulations for Preventing Collisions at Sea - **Colregs Rule 5** states that “*every vessel shall at all times maintain a proper look-out by sight and hearing as well as by all available means appropriate in the prevailing circumstances and conditions so as to make a full appraisal of the situation and of the risk of collision*”.

**Always maintain a lookout - 360 degrees!** Check the blind spot behind your foresail. A boat on the opposite tack may have the same blind spot as you. A skipper and crew must be constantly vigilant and keep a look out at all times. If an incident occurs you will be held accountable.

## The Engine

Starting our outboard engines requires patience, **not** brute strength! The engine starting cord should not be pulled all the way out to the end of the cord. Sometimes, the engines might need a little more gas (throttle setting) to start. If on your first start with a full choke the engine stalls out, push the choke in and try starting the engine again and give just a little more throttle. Always check the three S's upon start up:

- **spit** – is there cooling water coming out of the engine;
- **smoke** – do you see exhaust
- **sound** -- does the engine sound rough.

The last thing when starting any engine is to allow enough warm up time while sitting at the docks. This is especially important for older engines! The last thing you want is for your engine to stall halfway out of the dock!

Remember when shifting gears...

- Take your time
- Use the slowest possible RPM
- Listen to hear that the engine has slowed down and is engaged

**Always throttle down**, let the engine actually slow down before shifting gears. It's especially important when going from forward gear into reverse gear... throttle down, shift into neutral, listen that the engine has actually slowed down by pausing for a few seconds in neutral, then shift into

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reverse gear and SLOWLY throttle up in reverse as required!

### **Two Golden Rules for Engines**

- 1) When in doubt double check the fuel, switch is open for the correct tank – internal/external
- 2) Always keep one hand on the tiller and one hand for working the engine controls.

During a casual sail, the engine may be tilted up on the Sharks. On these tilted-up engines, double check that the fuel line is not pinched or kinked right near the fuel line and engine hook up. After a sail in the Shark sailboats — Keep the engine mounted vertically off the stern and ensure that the lazarette cover is properly fitted over the lazarette compartment.

For the Tanzer 22's leave the engines in place. After a sail in the Tanzer sailboats the engines should be lifted up with the fuel line connected but again make sure it is not pinched. The T22 engines at NSC are to be lifted up out of the water but not tilted. This is done to allow more space in the channel!

### **Halyard and Sheet Tension**

Heavy weather dictates a flatter sail shape but *do not over tension the halyards or jib sheets*. Raise the halyards to the point where the horizontal creases in the sail disappear. There should never be any vertical creases in the luff. Never exceed the black band settings at the top of the mast (for the halyard) or boom (for mainsail outhaul).

Do not sheet or grind in the headsail too tight. When sailing upwind, leaving your headsail 4-6 inches off the shrouds results in better sail shape, promotes better airflow around the main sail and greatly increases sail life.

### **Docking and Anchoring**

It is good seamanship to be prepared at all times. Do not stow away the dock lines and fenders until you are well clear of the docks and out in an open area, in case you need to return to the dock in a hurry. Do not de-rig the boat until after you have docked, in case the engine fails and you need to use the sails to manoeuvre the boat into the harbour.

Docking speed should be limited to the bare minimum necessary for steerage. Do not depend on shifting the engine into reverse gear to stop the boat.

The BYC sea wall and swimming area in front of the clubhouse does not provide enough water depth for safe dockage.

Adhere to channel markers when entering or exiting the NSC or BYC harbours and make sure you have a clear sight in/out of the harbour while keeping a lookout for other boats and maintaining a safe speed. **Do not take short-cuts entering either harbour!**

Use at least four fenders at any dock. Chafing gear should be used on all dock lines where the dock is higher than the boat deck.

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When approaching a floating dock, tie the fenders low. Let the fenders hang down low enough so they make contact with the low-lying dock. When approaching a sea wall, tie the fenders as high as possible, so that they will protect the widest part of the boat. NSC docks sit high in the water. Have a look as you leave the dock, so that you know how to plan your fenders for your return. Always have a roving fender ready when you are docking at an unfamiliar dock.

## **Personal Log**

Proper documentation of your sailing experience has many benefits: you can easily review your progress, and when it comes time to charter a boat, your logbook is your resume to the charter company. Therefore, you should log your sea-time diligently. Make an entry in your personal log after each sail. Total your hours up at the end of the year and one of the instructors can sign it off.

## **Stowing Sails**

The cruising genoas and the jibs should be flaked and then rolled so it will fit back in the bag. This will help reduce creasing and is especially important on the headsails with clear plastic windows. It is also important that the windows are within the flake. Slightly alter the flake size so that you are not folding on a previous crease or the clear plastic window. The racing genoas and all mains should always be rolled (not folded) and stored in this fashion.

***Do not put wet headsails in their bags.*** Mildew grows quickly on damp sails. Simply place any wet sail on top of its bag, very loosely folded and leave it on a side bunk. Do not leave sails on the cabin floor where they may get wet or be walked on.

## **Stowing sheets and spare lines**

Please hang up all lines inside the boat from the line secured across the bulkhead.

## **Stowing PFDs**

Please hang up all PFDs inside the boat.

# **RACING**

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Thursday night is Inter-club One-Design Race Night. All Level 1 members are invited to participate in this fun event. No prior racing experience is required to be a Level 1 member – just a friendly attitude, cool head and a desire to be a better sailor.

## Interclub Race Program

Mondays - Ladies' PHRF & Skiff Dinghies

Tuesdays - PHRF Keelboat

Wednesday - One-Design & Handicap Dinghies

Thursdays - One-Design Keelboats or PHRF JAM

Sundays - PHRF Spinnaker or PHRF JAM

Weekends - A variety of racing events

## How it Works

For race nights the racing members are assigned to a crew of 4 and then assigned to a boat for an interclub series. A minimum of 3 crew must be on the boat on each race night. The Sail Share race coach will rotate through the various fleet boats over the course of the season.

The race course may be an upwind/downwind leg or a triangle course. There is only one race per evening. During the race you might encounter conflicting opinions from your fellow sailors as to what course to take, when to tack and how to trim the sails. Don't worry! It's all part of racing. We are here to learn. Just remember that nobody is perfect and the best way to learn is to make a few mistakes (i.e. lose a few races). After the race, we all get together to discuss the finer (friendly, but very opinionated) points of racing over a beverage and BBQ at the clubhouse.

## Racing Rules

Whether you are serious about racing or not, you should become familiar with the Rules of the Road as well as the Racing Rules of Sailing (there are a lot of books on this subject). Racing rules may seem complex at first, but their underlying message is simple: sail defensively and keep lots of distance between boats. Remember in a collision, everybody loses. **EVEN IF YOU HAVE THE RIGHT OF WAY, AVOID A COLLISION AT ALL COSTS.**

Do you have any questions? Read through the **Nepean Sailing Club Sailing Instructions** or the **Britannia Yacht Club Sailing Instructions** (SI's) or give your race coach a call. SI's are available through the NSC or BYC website.

## Racing Tips

The best way to improve your sailing skills is to go racing. Racing is not about one sailor against

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another. Rather, it is you against yourself. It forces you to constantly review and upgrade your sailing skills. Here are some tips to give you a head start in racing.

**Stay close to the starting line.** Before the gun, you should never be more than 30 seconds away from the starting line. Before the start, practice your 30-second dash to the line.

Be extra careful at the starting line. It has the highest concentration of boats at any time during the race. The tactic is to follow the boat above you and stay clear of the boats below you.

**Starting signals.** Refer to the NSC or BYC Sailing Instruction book. There should be a copy in the boat kit bag, as well as the colour flag charts taped up inside the cabin that you can refer to.

**Sail trim.** When in doubt let it out. When going to windward, experiment with the sheets until both telltales on the headsail, fly in a horizontal/parallel position. On the main, the top batten telltale should be the one flying straight out (90% of the time).

**Give other boats room.** If you are neck-and-neck (i.e. overlapped with another boat) as you approach a mark, you may not squeeze your opponent out by closing in on the mark. Racing rules require you to give the other inside overlapped boat room to round the mark.

**Never play chicken.** Be a good sport; always give ample room to the boat that has right of way. Tack well before a collision course; never take chances by crossing your opponent's bow.

**Know where you are going.** Post a lookout for the rounding mark. Don't laugh; many people lose precious time because they can't find the mark.

**Sailing is a life-long learning experience.** If you lose a couple of races, don't be disheartened. Read up on the finer points, watch a video, or talk it over with your fellow sailors and soon you'll find your results improving.

### **Seamanship During Racing**

We encourage healthy competition; it helps to develop sailing skills. Reckless or discourteous behaviour is contrary to all the principles of the Sail Share program and racing in general.

### **Our Sail Share Motto...**

**Have fun, learn something new and when  
racing try not to finish dead last!**

**Enjoy your time on the water!!**

### **Racing Reference Material**

The Racing Rules of Sailing 2017 – 2020

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ISAF Case Book (web download)

Rodney Pattisson, Tactics

Getting Started In Sailboat Racing (2nd Edition) Adam Cort and Richard Stearns

Fast U. - by North Sails

Speed & Smarts, Dave Dellenbaugh  
800-356-2200 or 203-445-0734  
[www.SpeedandSmarts.com](http://www.SpeedandSmarts.com)

Smart U. - by North Sails

Illustrated Sail & Rig tuning – Ivar Dedkan

SAIL TO WIN Series of Books...

Another good but technical writer is Stuart Walker

Bryan Willis, The Rules in Practice

Sailing World (magazine)  
[www.sailingworld.com](http://www.sailingworld.com)

### **Where to find great sailing/racing material...**

Advantage Boating	613-721-8683	<a href="http://www.advantageboating.com">www.advantageboating.com</a>
The Nautical Mind (Toronto)	800-463-9951	<a href="http://www.nauticalmind.com">www.nauticalmind.com</a>
The Chandlery (Ottawa)	613-820-7642	<a href="http://www.thechandleryonline.com">www.thechandleryonline.com</a>
International Sailing Federation (ISAF)		<a href="http://www.sailing.org">www.sailing.org</a>
Sail Canada (Kingston)	613-545-3044	<a href="http://www.sailing.ca">www.sailing.ca</a>

## Sailing Class & Local Websites

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Great websites to explore for more information about courses, clubs, fleets and other sailing topics!

Advantage Boating

[www.advantageboating.com](http://www.advantageboating.com)

Canadian Shark Class Association

[www.shark24.ca](http://www.shark24.ca)

Britannia Yacht Club

[www.byc.ca](http://www.byc.ca)

Tanzer 22 Class Association

[www.tanzer22.com](http://www.tanzer22.com)

Nepean Sailing Club

[www.nsc.ca](http://www.nsc.ca)

Shark Worlds Official Page

[www.sharkworlds.com](http://www.sharkworlds.com)

Ottawa C&C 27 Fleet and Info

[http://nsc.ca/nsc\\_racing/cc27/cc27.htm](http://nsc.ca/nsc_racing/cc27/cc27.htm)

The Ottawa River Sailing Page

[www.sailquest.com/ottawa](http://www.sailquest.com/ottawa)

## LIST OF ADVANTAGE BOATING SAIL SHARE BOATS

	Boat Name	Type	Sail Share	Uses
BYC				
1	Mako	Shark	Small Boat	SS & Race
2	Triple Shot	Tanzer 22	Small Boat	SS
3	Dulcinea	Tanzer 22	Small Boat	SS & Race
4	Pier Pressure	C&C 27	Big Boat	SS
NSC				
5	Pelican	Tanzer 22	Small Boat	SS
6	NSC Beagle	Tanzer 22	Small Boat	SS & Race
7	Jolly Rodent	Shark	Small Boat	SS & Race
8	Celtic Lady	Tanzer 22	Small Boat	SS
9	Blue Note	Tanzer 22	Small Boat	SS

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