



Club Rules

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Club Rules

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Club Rules

The following Club Rules represent the code of conduct expected of all members and guests of Toronto Soaring Club. Failure to observe these rules may result in the loss of daily flying privileges as determined by the duty instructor or chief flying instructor, or loss of member privileges as determined by the Board of Directors.

The Club Rules are updated from time to time by the Board as needed.

I. Member in good standing

- Membership is defined in the By-laws
- A member in good standing is one who meets the following criteria
 - o Has paid his or her annual dues
 - o Accounts are paid in full
 - o Has not had their membership privileges suspended by the Board

II. Seniority

- The use of member Seniority may be required from time to time to make decisions.
- Seniority is defined as the number of consecutive years as a voting club member, and if required, followed by the total number of years served in a board or director capacity.
- Where a member takes a leave of absence from the membership, up to a maximum of five years, they may re-acquire their seniority based on their original date of voting membership, less the years they were absent, and otherwise the member will lose all prior seniority. A member may claim a one-time one year exemption or grace period.

III. Commencing Operations

A. Requirements to conduct flying operations

- A flying operation cannot be started unless a licensed pilot who is a club member is present.
- There should be a minimum of one club member must be on the flight line at any time

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- Members leaving the flight line before the end of operations should inform the duty instructor or the field manager of their intentions
- A daily flight sheet must be maintained for each day of flying operations.

B. Additional requirements to conduct winch operations

- There must be a qualified pilot present who is current in winch launching and a qualified winch operator.
- There must be radio communication between the launch end and the winch driver

C. Role of the Duty Instructor

- The appointed duty instructor has full authority over all flying operations (club and private aircraft) and conduct on the airfield for the day
- The duty instructor is to be present for the opening of the hangar doors to extract the tow plane and gliders
- The duty instructor shall conduct a daily briefing at the start of each flying day
- The duty instructor may appoint a Field Manager
- The duty instructor shall approve all guest flights and flights on club aircraft flown during the day
- The duty instructor will determine the active runway
- The duty instructor is responsible to record flight times in each of the technical and journal logs of all TSC gliders at the end of the day
- Complaints or concerns are to be raised to the duty instructor and the decision of the duty instructor is final

D. Role of the Duty Tow Pilot

- The duty tow pilot is to be present for the opening of the hangar doors to extract the tow plane
- The duty tow pilot will conduct a daily inspection of the tow plane
- The duty tow pilot will ensure the aircraft has sufficient oil and brake fluid prior to operation
- The Duty tow pilot is responsible for readying and delivering the tow plane to the start line are prior to the daily briefing
- The duty tow pilot should inform the duty instructor before transferring tow plane operation to another tow plane operator

Club Rules

- Only a qualified tow pilot or a tow pilot in training may fly the tow plane as approved by the Chief Tow Pilot or his delegate.
- The duty tow pilot must ensure the tow plane is refueled at the end of the day
- The duty tow pilot is responsible to record the tow plane flight times in each of the technical and journal logs at the end of the day

E. Role of the Field Manager

- The field manager shall ensure that all flights and flight times are entered onto the flight sheets
- The field manager shall assist the duty instructor in flight operations as requested

IV. Flying of Aircraft

A. Pre-conditions for flying club aircraft

- Each pilot must meet transport Canada rules and regulations for operating an aircraft
- Each pilot in command must hold a valid license or student permit and valid medical certificate on their person while flying club aircraft
- All pilots should have logbooks available to them at the field
- If a member arrives after the daily briefing, he or she is to review the briefing guidelines and ask the field manager or duty instructor for the daily briefing
- Wearing of parachutes while flying solo is strongly recommended
- Pilots flying solo on a Student Permit must take a dual check flight with an instructor every fifth flight

B. Minimum qualifications for type on Club Aircraft

- a. The Chief Flying Instructor, if present, then the Duty Instructor at all times has authority over flying of club ships.
- b. Licensed glider pilots may solo all aircraft once approved by a qualified TSC instructor.
- c. Typically student or new pilots to TSC will be trained in the K13
- d. Typical student or new pilot progression is K13 to 1-26 to Puchacz to Junior

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- e. Minimum requirements for student to Solo on type
 - i. Schleicher K-13:
 - Minimum 10 take off and landings in the K-13 with a qualified instructor
 - Have met all solo requirements listed above
 - ii. Schweizer 1-26:
 - Minimum 5 hours solo in dual trainer
 - Minimum 5 solo take off and landings in dual trainer
 - Demonstrate knowledge of off field procedures via verbal or flight exercise (minimum heights, field selection)
 - A recent spin check
 - iii. SZD-50 -3Puchacz
 - Minimum 10 hours solo in K-13 or 1-26 combined
 - Demonstrate knowledge of off field procedures via verbal or flight exercise (minimum heights, field selection)
 - A recent spin check in the Puchacz
 - iv. SZD-55-1 Junior
 - Minimum 5 solo take off and landings in Puchacz, or similar type
 - Minimum 5 hours solo in Puchacz, or similar type
 - Demonstrate knowledge of off field procedures via verbal or flight exercise (minimum heights, field selection)
 - A recent spin check in the Puchacz
- f. In order for first student solo in TSC aircraft
 - i. a student must pass pre solo written test
 - ii. possess a student pilot permit or gliding license
 - iii. have read the manual for each aircraft and have calculated appropriate weight and balance limitations
 - iv. completed at least 10 take off and landings in one launch method
- g. Launch Method Conversions
 - i. Pilots converting from one launch method to another must be approved for solo by a qualified TSC instructor
 - ii. The following are the recommended conversion requirements, the final decision rests with the duty instructor
 - Aero tow Conversion: typical requirement to convert from winch launching to aero tow is 10 flights

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- Winch Conversion: typical requirements to convert from aero tow to winch launching is 10 flights.
- iii. Students must meet minimum requirements on each launch method before being allowed to fly solo using that method.
- h. Minimum requirements to carry passengers
 - i. Possess a "C" badge or logbook signed by the CFI demonstrating equivalent achievement
 - ii. 10 hours P1 on type
 - iii. Have at least 10 P1 take off and landings on type
 - iv. Flown P1 within the previous 31 days
 - v. Only instructors or members with a minimum of 10 P1 flights from the back seat taken with an instructor or other licensed TSC member, may fly passengers from the back seat
 - vi. Conversion from one dual type to another requires a minimum 5 dual flights back seat in the current year, in addition to meeting solo requirements on type
 - vii. The final decision rests with the duty instructor.

C. Becoming an Instructor

- A member may become an instructor with the endorsement of the CFI
- Instructor training should follow the following guidelines:
 - o Knowledge of material in the Instructors manual
 - o Minimum 100 hours P1 or P2 in gliders
 - o Minimum 100 P1 or P2 take off and landings in gliders
 - o Minimum 20 flights from the back seat as pilot in command with a qualified instructor and as agreed upon by the CFI and instructors
 - o Attending a SAC instructor course encouraged but not required
 - o An instructor rating is a license endorsement, which requires a fee and a dated letter from the CFI or instructor stating the applicant

D. Flight Line Order and Priorities

- Use of club gliders, including guest flights, is determined on a 'first on field' and 'presence on the line' basis
 - o The sequence of take offs follows the sequence of arrival of members at the club hangar

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- A member arriving after the flight operation begins will be placed at the end of the list for the specific glider to be flown
- If the member is not on the line when their turn is reached, they will forfeit the turn to the next available pilot
- Once the next available pilot has secured themselves in the aircraft, the flight has been forfeit, and he will be moved down in the flight order, following the next student flight if applicable
- Private gliders will be included in the flight line order on the same basis as club gliders ie. First on field and presence at flight line. Private owners arriving after the flight operation begins will be added to the end of the flight line order.
- Student flights may take priority over other launches, if necessary.
 - When there is a lot flights to be completed in a day, the duty instructor may insert student flights in the flight order to ensure that the students receive an adequate number of training flights
 - Student pilots must be at the flight line and ready to launch
- Guest priority is determined by the guest's time on field and readiness at the line, not the members (eg. there is no place holding)
- Maximum times if there is further demand for the aircraft
 - Student flights : 30 minutes
 - Solo aircraft : one hour
 - Dual aircraft non-student flights : 30 minutes
 - Times may be extended at the discretion of the duty instructor
 - Pilots are expected to be in the vicinity of the airfield to make radio contact and land at the end of the maximum time period, unless alternate arrangements were made with the duty instructor at the start of the day (eg. cross country or badge attempts)
 - If radio contact cannot be made, the pilot must land after their time has been reached

E. Pilot's responsibilities

- Pilots are expected to be present at the main hangar at the start of the day (10:30 a.m.)
- Pilots are expected to help take out club aircraft from the hangar, help prepare them for flight and return them at the end of flying operations
 - to arrive late and not help to get the aircraft out of the hangar, or

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- to leave the airfield without helping to put aircraft away is a discourtesy to all those who do
- Private glider pilots are expected to assist with club flying operations.
- Pilots are expected to attend the daily briefing at the line, whether their aircraft is on the line or not
- A licensed pilot must conduct a daily inspection and sign the technical logs before a club aircraft is flown each day
- Pilots are expected to clean the club aircraft at the start of each day or weekend
- It is the pilot's responsibility to have their aircraft on the flight line and be ready to take off when the tow plane is ready
- It is the pilot's responsibility to return the aircraft to the flight line and secure the aircraft after their flight
- Pilots are expected to remove personal belongings from club aircraft
- Pilots are expected to return all batteries to the charging station at the end of the day and place them on charge
- Pilots are expected to return and secure all parachutes in their bags on the start cart at the end of their flight
- There is no smoking allowed IN or UPWIND of the aircraft or start cart
- Each pilot must take at least one annual check ride prior to flying club aircraft, including a mandatory spin, check to the satisfaction of the duty instructor.
- All members will take a check-ride with an instructor if they have not flown in the previous 6 weeks

F. Guests

- The immediate family and friends of a flying member may fly at club rates but without instruction
- All introductory flights must be approved by the duty instructor.
- A guest or visitor is allowed up to 5 introductory flights per season. They must take out a club membership if they wish to fly more often.

G. Visiting Pilots and New Licensed Members

- Pilots from other clubs will be allowed to fly club aircraft solo only after a satisfactory check-ride(s) with a club instructor
- Pilots from other clubs will be allowed to fly club aircraft at club rates only after having shown proof of SAC membership, insurance and a valid license

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- Pilots from other clubs will only be allowed to fly club aircraft locally

V. Conduct of Flying Operations

A. Aero tow

- Hooking up gliders and tow plane shall be done by club members only
- Pre-launch
 - o the pilot will do a **walk around** inspection, and when on board complete a **CISTRSCO** checklist
 - o After hook up, the wing runner will ask the pilot if '**spoilers are closed and locked?** And if '**canopy is closed and locked?**
 - o the pilot will recheck spoilers and canopy and reply '**spoilers are closed and locked**' and '**canopy are closed and locked**'
 - o the pilot will indicate readiness for launch with a '**thumbs up**' signal
 - o the wing runner will visually check for circuit traffic and that brakes or spoilers are closed and will advise the pilot of '**all clear above and behind**'
 - o the wing runner will raise the wing
 - o only then will the signals to launch be started
- On release from tow the glider must turn right and the tow plane left.
- The tow pilot must verify that the glider has released before starting the left turn.

B. Winch launch

- Hooking up aircraft shall be done by club members only
- Pre-launch
 - o Same procedure as for aero tow, then;
 - o When a pilot has given the ready signal ('thumbs up'), the wing runner will raise the wing, and commence regular winch signals
 - o The radio operator will relay the message '**wings are level**' to the winch operator
 - o On hearing '**wings are level**' the winch operator repeats the instruction
 - o On hearing the winch operator reply, the radio operator will say '**take up slack**'
 - o On hearing '**take up slack**' the winch operator repeats the instruction, then put the winch in gear and remove the slack from the cable
 - o When the slack has been removed from the cable (glider begins to move) the radio operator will call '**all out**'

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- On hearing '**all out**' the winch operator repeats the instruction, then commences the launch
- The cable retrieve vehicle should return to the winch before each launch

C. Flying in the vicinity of the Circuit

- The pilot should be in the vicinity of the start of the downwind leg at 1200 feet
- The pilot should fly at the aircraft's minimum approach speeds below 1200 feet
- The pilot will use the radio to declare their downwind and should be committed to landing after that point
- The pilot will perform a SWAFTS landing checklist
 - Straps, Wheel and Water, Airspeed, Flaps, Trim, Spoilers
- The circuit should be flown at the best I/d for the aircraft.
- Landing approach speed will be set on the final leg
- All pilots should perform a downwind, perpendicular base leg, and final leg
- No pilots should circle in the downwind leg or below 800 feet off aero tow or 600 feet off winch launch
- Only the designated runway is in use except for emergency or pre-planned training
- All landings should touch down past the furthestmost object at the start line
- Straight roll-outs should be made

D. Cross Country Flying

- The pilot must have a bronze badge or demonstrated equivalent skill
- Cross country flights must be approved by the duty instructor
- Cross country pilots must prepare for their flight in advance, ensuring the availability of aircraft and making arrangements for possible retrieval
- Actions include
 - Advance notice to other pilots of intention to use the aircraft for potentially the entire day selected
 - Arrangements made for vehicle and retrieve crew
 - Retrieve gear must be inspected and in good working order
 - The aircraft must have a good working radio
 - The pilot must have a current aviation map
 - The pilot must have a cellular telephone

Club Rules

E. Aerobatics

- Aerobatics may only be performed by qualified pilots
- A “**CALL**” check must be conducted before any aerobatic maneuvers

VI. Ground Operations and Aircraft Handling

A. Operating club tow vehicles

- Only club members are authorized to operate club vehicles including tugs, and tractors
- All others must be under the supervision of a club member
- All tow vehicles should have the fuel checked at the start of each day

B. Staging and Parking aircraft

- Aircraft are to be placed on the active runway in the sequence in which they are to be launched
- An aircraft not ready to launch will be moved off the runway
- Aircraft should not be parked upwind of the start cart if possible

C. Presence of vehicles

- Vehicles not directly involved in flying operations are not allowed on the line, and may be removed at request of the duty instructor
- Guests are not permitted to drive vehicles to the start line unless supervised by a club member
- Members should refrain from parking vehicles at the start line
- All vehicles should be parked downwind of all aircraft

D. Clearing the runway

- Landing pilot should secure the aircraft off the runway at first safe opportunity to do so, making the runway clear for other aircraft
- Club members not flying should maintain a lookout for landing aircraft and the safety of the landing areas. Make use of the radio to clarify landing or take-off priority if required
- Club members not flying should retrieve all landing aircraft in an expedient manner at first safe opportunity to do so, making the runway clear for other aircraft

Club Rules

E. Garbage and Cleanliness

- All members are responsible for keeping the site clean since there is no garbage service
- Smoking is not permitted near aircraft, in the clubhouse, hangars or fuel shack
- All cigarettes are to be extinguished in an appropriate receptacle (not the ground)
- All pet droppings are to be retrieved and disposed of by the owner
- TSC does not provide garbage removal services to members or guests
- All members and visitors are to remove all belongings and garbage from the start cart and area
- Members and visitors are responsible to remove their own garbage from the club property

VII. Using the clubhouse and hangar

- Members will not permanently store personal property in the hangar and must be responsible for its removal upon request of the Board
- The clubhouse and kitchen is for use by all members. Members and guests should be respectful of others, ensuring they clean up after themselves
- No open food is to be left in the refrigerator
- Use of club equipment to be done by members or under the supervision of members
- All equipment and tools are to be returned to the proper location in the hangar or clubhouse
- No smoking allowed in the hangars or clubhouse

VIII. Expense claim policy

- The President or Treasurer has authority to approve individual expenses up to \$1,000.00, excluding fuel and insurance purchases
- All cheques paid on TSC's account must carry two signatures, one from each of the President and Treasurer
- Members may submit expenses incurred on behalf of TSC to the treasurer
 - o Members must receive approval from the President or Treasurer to incur expenses for TSC
 - o Unless approved, TSC may not reimburse expenses
 - o All expense claims must be accompanied by receipts, and the name of the members making the claim, and delivered directly to the Treasurer or President

Club Rules

IX. Trailer Parking Policy

The Toronto Soaring Club (TSC) allows its Flying and Honorary Members the opportunity to park a Recreational Vehicle (RV) or Trailer, heretofore referred to as Trailers, on a continuous basis on the club property as availability permits. This policy recognizes that permission to park an RV or Trailer is for the enjoyment and convenience of the member but at all times must conform to the common good of all members. The Board has the right to revoke or deny permission at any time based on this policy.

A. Trailers and TSC Property

- Trailers will at all times remain the property of the registered owner, unless overdue funds are owed to Toronto Soaring Club.
- The Parking spot awarded to the owner of the trailer at all times remains the property of the Toronto Soaring Club.
- Upon change of ownership of the Trailer, the parking spot is returned to the common pool for award by the board. The trailer may remain on the parking spot if the spot is awarded to the new owner by the Board. The trailer must be removed from the parking spot within four (4) weeks during the soaring season (April – November, inclusive) if the board redeems the spot.

B. Eligibility

- All Flying and Honorary members in 'good standing' (as defined in the Club Rules) are eligible for a parking spot on TSC property.
- Probationary Members and Social Members are not eligible for a parking spot on TSC property.
- Privileges may be forfeit if the Board deems the member to not be in '**good standing**'.

C. Maximum Number

- The maximum number of parking spots on the property and determination of sites shall be determined by the Board.

D. Services

- TSC is not responsible for water and electricity services supplied to a site. It is the responsibility of parking members to install and maintain such services. Installation or modification to services on existing sites other than for maintenance requires Board approval.

Club Rules

E. Awarding of spots

- When a spot is available or becomes available, the board shall notify all eligible members of the availability via email and posting to the clubhouse news board. All interested members shall notify the board of their interest and the board shall award the spot based on seniority (as defined by the Club Rules) and first come first served basis should seniority not be sufficient.
- All members shall have an opportunity to apply for a vacancy or respond to an application within four (4) weeks during the soaring season (April – November, inclusive). Off season awards are not permitted due to inability to assure communication with all members.

F. Annual Payment

- The owner of any vehicle or trailer occupying a parking spot is required to pay the annual fee as set by the membership at the Annual General Meeting.

G. Conduct

- All members are expected to conduct themselves with regard to the rights of other members to enjoy themselves. Overnight and parking members are expected to:
 - o ensure that their guests also conduct themselves in a safe and polite manner.
 - o refrain from excessive noise after 10:00 pm. Please extinguish all fires prior to leaving them.
 - o refrain from excessive electricity and water consumption.
 - o return and keep in good repair all club machinery and tools used in upkeep of trailers and surrounding areas.
- Parking privileges allow members to maintain a permanent overnight shelter on the airfield to facilitate a continuous ability to participate in aerodrome and club activities. Where use for vacationing, entertaining or cottage purposes is deemed to take precedence over or exceed aerodrome or club activities conducted by the member as determined by the Board, the Board reserves the right to redeem privileges and reallocate the parking space.

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H. Care and Maintenance

- All owners of vehicles on permanent parking spots are required to maintain their property, including mobility, grounds keeping, garbage and hazards.
- Trailers in permanent parking spots must be maintained in a condition whereby they may be moved at any time.
- No permanent fixtures shall be built without the express permission of the board.

I. Abandoned Vehicles and Trailers

- The Board will notify all owners of abandoned vehicles that they shall be removed from club property after six (6) weeks from notification. The club shall at the board's discretion arrange for the removal of abandoned vehicles from club property.

J. Tents and other collapsible shelters

- Tents and other non-permanent collapsible structures do not require Board permission, but are permitted for short term or weekend use only. All guests must either be a member, guest of a member, or obtain approval from a duty instructor or Board member.

K. Other vehicles

- Vehicles are not to be parked on a permanent basis without the Board's permission including the parking lot, assigned Trailer sites or other locations on TSC property.