

# Membership Guide



© Cara Grimshaw Photography



SOUTHLANDS  
RIDING • CLUB

# CONTENTS

OUR MISSION	PAGE 3
OUR CLUB HISTORY	PAGE 4 - 5
OUR FACILITIES	PAGE 6 -7
THE BASICS	PAGE 8 - 12
CLUB RULES & REGULATIONS	PAGE 13 - 17
CLUB CODE OF CONDUCT	PAGE 18
RESCUE PROGRAM	PAGE 19

# Our Mission

Our mission is to protect and enhance Southlands Riding Club's uniqueness and social and economic well-being for present and future generations, in addition to promoting recreational riding, the welfare of the horse, rider camaraderie and excellence in equestrian sport through the provision of:

- Educational programs
- Diverse facilities for riders of all levels
- Special community events
- Accountable and sustainable fiscal management
- Member consultation
- The development of a beautiful club
- A variety of competitions which provide training opportunities for beginner to advanced, and which enhance the Southlands Riding Club's image and role in the broader community





# Our Club History



Southlands Riding Club was founded in 1943 by a small group of riders living along what is now South West Marine Drive.

The Club founders had a vision to create a shared equestrian facility easily accessible to the numerous local barns and stables in the vicinity.

By 1949, the Club had acquired the 16-acre property we now call home, and with the help of a dedicated group of volunteers, began work on the track and arenas we still enjoy to this day.

As the city of Vancouver grew and plans were proposed to develop and urbanize the area, Club members rallied together to preserve the unique character of the Southlands neighborhood. Today, Vancouver remains the only city in North America to have an agricultural land reserve within its boundaries and the Club is proud to be part of this unique and beautiful location.



Owing to its history, the Southlands Riding Club is more than just a facility for riding and competing.

For more than 80 years this Club has been the heart of a passionate, tight-knit community dedicated to the preservation of equestrian sport, greenspace and urban agriculture.

With more than 400 members ranging all ages, disciplines and interests, the Club is at the heart of this community and serves as the “hub” for those who live, work and play in this beautiful neighbourhood.

As the Club continues to grow and evolve, we look forward to the future and plans for improved facilities and amenities that will increase access to equestrian sport for all Vancouverites. In doing so, we will also honour the many members - past and future - who have contributed to the success of this unique and sacred place.



# Our Facilities



Club members have access to 16 acres of equestrian facilities and amenities including:

- Fully enclosed indoor arena (100' x 210')
- Partially-enclosed covered arena (100' x 245')
- Five (5) outdoor rings for dressage and jumping
- Large grass field and cross-country schooling area
- Half-mile track (bark-mulch footing)
- Covered lunge ring/round pen
- Open-air lunge ring/round pen
- On-site event stabling for up to 80 horses



The Big Ring



The X-Country Field



The Polo Field & McCutcheon Ring



The Dressage Ring



The Covered Ring



The Outdoor Lunge Ring



# The Basics

**Hours of operation:** The Grounds are open daily from 6:00am until 10:00pm for use by members. The Office is open Monday to Friday from 9:00am to 5:00pm excluding Statutory holidays. Saturday hours are generally 9:00 - 4:00pm except during special events and horse shows.

**Clubhouse access & concession:** The Clubhouse is open during regular business hours and extended hours during horse shows and special events. Member washroom facilities are open to members daily. Clubhouse concession items may be paid for 'on account' using the honour-system in the Clubhouse.

**Grounds maintenance:** The Indoor Ring, Big Ring and Covered Ring are groomed at least once daily. Other rings are groomed daily on a seasonal basis OR on an 'as-needed' basis. Club staff work diligently to provide the best possible footing and riding conditions. As a reminder, personal footing preferences and opinions are not necessarily aligned with those held by Management and limited staffing and the high cost of footing are major limitations.

**Membership identification:** ALL Club members and guests must display or have on their person a Club-issued identification card with emergency contact information and medical information. Club staff, Board Directors and Club Instructors may ask to see these cards and individuals MUST comply - failure to do so may result in loss of riding privileges. Individuals failing to have their card will be asked to leave the property or to obtain a temporary card from the Office during business hours.

**Club updates & news:** Important information for members, including ring-access and grounds work, upcoming events, etc. are communicated solely by E-Newsletters and/or Email. As such, it is the obligation of members to ensure they have signed up for the Club's subscription updates and review notices from the Club in a timely fashion.

**Getting involved at the club:** The Club requires hundreds of hours of volunteer time and effort each year in order to keep fees affordable and to ensure funds are able to be directed toward improvements and not just day-to-day operations. It is anticipated that all Club members - regardless of their age or category - will engage in the Club and community. There are many ways to get involved - from greeting competitors when they arrive to sitting on the Board to sponsoring a class or event - all contributions allow us to grow, improve and continue to provide access to equestrian sport here in this beautiful city.

# Instruction at the Club

*Only Club-sanctioned instructors/coaches are permitted to teach at the Club.*

*A complete list of sanctioned instructors is available on our website under the “Lessons & Info” tab. These individuals have been reviewed and approved by the Board as they meet the minimum requirement as set by the Club - including Equestrian Canada certification - and are active members of the Club.*

**Finding a Club Instructor:** The Office staff are happy to help guide you toward a suitable Club-sanctioned instructor based upon your history of riding, goals, etc. However, each individual is responsible for determining appropriate ‘fit’ with the instructor, determining fees, etc. The Club supports all sanctioned instructors and encourages individuals to watch instructors in action, speak to them in person or by phone, and arrange a trial-lesson(s) to find the right instructor.

**Instruction Fees:** Lesson fees are NOT included in your membership dues and must be paid directly to the Club-sanctioned instructor, as each has established their own rates and fees. Club-sanctioned instructors pay the Club a ‘Ring Fee’ for each 45-lesson slot they wish to use and these fees are most commonly passed on to the client as part of the lesson fee. These fees are considerably higher for “Guest Instructors” as these instructors are not full Club members.



**Lesson Etiquette:** Club members are welcome to ride in rings where lessons are being conducted following the same rules of riding as per normal (no halting/walking on the rail, passing left-shoulder to left-shoulder, etc.; see “Rules” for complete listing). For courtesy and safety reasons, non-lessoning riders MAY NOT ride an exercise or line of jumps being used in a lesson without first asking permission of the instructor.

**Outside Instructors:** The Club may, at the discretion of the Manager, permit non-sanctioned instructors to teach on an occasional basis. All such requests must be made in writing to the Manager and appropriate fees for use of rings will be applied.

# Club Membership

*The Club offers several flexible membership categories and payment options to make equestrian sport as accessible as possible.*



**Membership Year:** The membership year runs from November 1 through October 31. If you join part way through the year, your fees will be pro-rated to reflect your start date.

**Initiation Fees:** Initiation fees apply to ALL memberships (with the exception of Social and Temporary).

Individuals who resign or whose membership has been revoked and subsequently wish to re-join the Club MUST pay the initiation fees. Initiation fees assist in offsetting the cost of ongoing maintenance and facility upgrades and are therefore an investment in the Club and its future.

**Guest Privileges:** The option to have a guest accompany you to the Club is afforded only to Golden Age, Senior, Student and Intermediate members. A guest may ride a maximum of two (2) times per month at the Club and MUST be accompanied by a member at all times. A Guest Fee MUST be paid prior to using the Club facilities AND a waiver signed AND guest ID-badge displayed.

**Voting Privileges:** Afforded to Golden Age, Senior, Student, Voting Intermediate and Honorary members only.

**Volunteering:** Volunteerism plays a significant role in keeping membership fees affordable. Whether you join a Committee, assist with special events, plan a fundraiser, feed the Rescue Program horses or otherwise, you are helping to keep Club costs down and in turn, your own membership dues. There are so many ways to get involved - contact the Office to find out how to help keep the spirit of Southlands alive!



# Membership Changes

**Requests for changes to membership categories or cancellation MUST be made in writing to the Office at [Info@SouthlandsRidingClub.com](mailto:Info@SouthlandsRidingClub.com).**

**Membership Upgrade:** Membership upgrades can be implemented immediately upon request. A balance of initiation fees may be due; for example, if the highest category of membership an individual held was a two-day membership and they wish to move to a Senior membership, the difference between the two initiation fees would be charged.

**Membership Downgrade:** A downgrade can be accommodated with a minimum 30-days notice EXCEPT during the first year of membership when downgrades are not permitted.

- Maximum of one (1) downgrade per membership year.
- Payment of a \$50 administrative fee plus applicable taxes is required EXCEPT in cases where a physician certificate is presented to support a change to Social category.
- If downgrading to Social or One-Day membership, the balance of dues for the membership year MUST be paid in full at the time of downgrade.

**Membership Cancellation:** A member may cancel his/her membership with a minimum 30-days prior notice; requests MUST be made in writing. Individuals who have paid for the full year in advance will NOT be refunded for any unused months of dues. *\*If you fail to return your membership card or additional \$25 non-return fee will be applied!*

**Returning after Cancelling Membership:** Once a membership has been cancelled, the initiation dues are forfeited; if an individual wishes to join again at a later date, he/she will be subject to paying the initiation fees IN FULL again upon rejoining. It is for this reason that we recommend members carry a low-cost Social Membership if they might some day return to the Club.



# Payments & Renewals

*With the exception of Social and Temporary memberships, we offer the option to pay membership dues on a monthly basis as well as annually. Monthly payments are processed on or around the 15th of each month; payments are for the upcoming month (e.g. on January 15th payments for February dues are processed).*

Members have four options for monthly payments:

**1. Credit Card Auto-Payment:** Effective February 1, 2023, if you wish to have your credit card set up on auto-payments you must fill in an Automatic Credit Card Billing Authorization Form and send it to the office. For security reasons, the Club will no longer retain and manually process member credit card information. If you wish to pay in person by credit card, please come to the office on or before the 15th of each month.

**2. Pre-Authorized Debit:** Direct withdrawal of monthly balances from your chequing or savings account can be arranged by providing banking details to the Club (bank ID, transit and account numbers) along with a signed authorization. Processing of payments will include membership dues plus any incidentals accrued on your account including Clubhouse concession items, horse show fees, etc.

**3. Post-Dated Cheques:** Post-dated cheques for the entire membership year are required on November 1st of each year; please ensure that cheques are dated for the first of each in advance of the month's dues (ie: January dues must be paid January 1). Incidentals such as food, beverages, horse show fees, etc. will accrue and it is the responsibility of members paying by cheque to keep all such balances paid in a timely fashion.

**4. E-transfer:** E-transfers should be sent to ***Accounts@SouthlandsRidingClub.com*** and must be sent on or before the first of each month (see above for processing schedule).

With a limited number of administrative staff, the onus is on members to ensure they are remaining current with payments. Failure to pay fees, dues or other monies owing to the Club may result in suspension or loss of membership.

NSF fees will be applied to payments that are not able to be processed.

# Club Rules & Regulations

*The Southlands Riding Club (SRC) Rules & Regulations are intended to provide a safe and enjoyable environment for horses, riders and others, and to promote a spirit of cooperation and respect. These rules apply to everyone on SRC premises including staff, members, spectators, competitors and visitors.*

## GENERAL CLUB RULES

### **Treatment of Horses**

The welfare of horses at SRC is paramount and safety is a top priority. Riders, instructors, and handlers must treat horses with consideration and respect. Equestrian Canada's rules governing abuse are in effect at SRC and a copy can be obtained online.

### **Treatment of Others**

Members, instructors, staff and guests must treat each other with consideration and respect. Complaints of mistreatment and misconduct, including harassment or intimidation, must be made in writing to the Manager or the Board of Directors.

### **Dogs on SRC Property**

Dogs on SRC property must be on a nonretractable leash that is no more than six feet long at all times. Staff or members may ask the owner/handler to remove the animal from the premises if it becomes disruptive to horses, riders, or others.

***Dogs are NOT permitted in any of the riding rings or lunge pens, and may NOT be left tied to fences on Club property except with explicit permission from the Manager***

Dogs MAY be tied on the grassy area beside the Clubhouse ONLY:

- While person responsible is on Club premises;
- For a reasonable length of time;
- If the dog is not a nuisance or hazard to riders and others.

Owners/handlers are responsible for picking up after their dogs.

### **Vehicles on SRC Property**

Vehicles, trailers and their contents are left on Club property at the owners' risk. Vehicles, including but not limited to cars, scooters, and bicycles, are NOT permitted outside of designated parking areas unless authorized by the Manager.

Vehicles are not permitted to park on the premises overnight unless an arrangement has been made with the Club in advance.

A limited number of trailer parking spaces are available for rental on a monthly basis by Club members only. Please contact the Office for details.





### **Alcohol Consumption**

The Clubhouse and patio are licensed facility for alcohol sales and consumption. No outside alcohol is permitted on the property without the explicit permission of Club Management and where BC Special Occasion Licences are held (including Clubhouse rentals for private events).

### **Smoking, Vaping & Narcotics**

Smoking of tobacco, cannabis, or other alternatives - including vaping - as well as use of narcotics is not permitted on Club property. Members in violation of this rule may be subject to expulsion.

### **Office**

The office is for staff use only. Members and visitors may only enter when staff are present, or with prior permission of the Manager.

The office is open daily except for statutory holidays and the hours of operation can be found online and may vary from season to season.

### **Petitions, Notices etc**

These may only be posted with permission of the Manager.

### **Guests and Visitors**

Guest riders must be accompanied by a full-paying SRC member at all times while on Club property.

- Guests must have a signed liability waiver on file and obtain a Guest Pass prior to use of Club facilities.
- Hosting member is responsible for signing in, paying the guest fee prior to riding, and the guest's conduct while at the Club.
- Guests may ride a maximum of two (2) times per month at the Club.

Visiting riders who are entered in shows, clinics or other special events must adhere to Club rules. They will have access to SRC's facilities:

- (i) on the show or event day;
- (ii) on the day preceding the show or event if the horse is temporarily stabled at SRC.

Visitors are welcome and will be provided with information about the Club's activities by SRC staff. However, the Club is not open to the general public EXCEPT during special events (horse shows, etc.).

Spectators may not enter a riding ring during a lesson without permission of the Instructor.

# RIDING AT SRC

## Risk and Liability

### ***Riders ride at their own risk.***

Horse Council of BC (HCBC) membership is mandatory for all riders using SRC. Proof of active membership must be provided to the office prior to using the facility.

Only members may ride or lunge horses on Club premises, except as set out in "Use of Club Facilities by Guests and Visitors" above.

## Attire

An approved helmet must be worn while riding or handling any horse on SRC property. This includes lunging.

Riders must wear boots or shoes with heels when riding in a saddle, and are expected to wear proper attire with consideration for neatness and safety.

## Use of Technology

One (1) earbud may be worn if listening to music, instruction (non-jumping rings only) or using a phone when riding on SRC property.

Calls and text messaging is only allowed if halted safely in the corner of the ring. Rider must have at least one hand on the reins at all times.

Accepting or making calls while on the track is only allowed if the rider is using a hands-free device. No text messaging is allowed while riding on the track, and riders are not permitted to halt on the track to use phones at any time.

When riding elsewhere on Club property, members are only permitted to use handsfree devices unless dismounted.

## Lunging

Lunging is only permitted in the round pens between 7:00am and 9:00pm.

Lunging in the round pens should be limited to 20 minutes when other members are waiting.

A helmet must be worn at all time while lunging.

Riding is permitted in the round pens but it is suggested this is not done solo.

During a scheduled lesson, an SRC-approved instructor may lunge a horse ridden by a student in any ring or arena.

## Tack

A horse being ridden must be wearing a bridle, hackamore, bosal or other tack that allows the rider to have control over the horse. A halter is NOT considered to be sufficient for control purposes. A rider may ride without a saddle only if the rider is capable of maintaining control of the horse without a saddle.



## Ring Etiquette and Passing

*When passing a horse going in the opposite direction*, whether on the track or in a ring, riders must keep to the **right**, passing left hand to left hand.

Riders walking or halted in a ring or arena must keep to the inside, far enough away to allow 2 horses to pass between them and the rail.

Horses working on a circle stay to the inside of horses travelling on the rail.

Horses working on the diagonals, centre line, or quarter lines do not have precedence unless the rider has clearly stated their intentions by calling “diagonal”, etc.

### ***When overtaking a horse going in the same direction:***

- On the track, the rider must announce their intention to pass on the left or right well in advance, and this must be acknowledged by the other rider.
- In a ring or arena, the rider must pass on the inside, towards the centre.
- When riding abreast on the track, riders must ensure that at least half the width of the track is clear for other riders.

Riders using the rings, arenas and track have the right-of-way when passing gate areas and riders wishing to enter or exit must yield accordingly.

## Galloping

Galloping (in excess of 450 meters per minute) is only permitted on the track, and the polo field (when open), **before 8:00 a.m.**

## Ponying

A rider may pony a horse only on the track, and the polo field when open, only if the rider is capable of maintaining control of both horses.

## Jumping

Riders are strongly discouraged from jumping when alone on the property.

Jumping courses must be set by approved SRC Instructors, unless specifically approved by the Manager.

The height of the jumps may be altered but only SRC Instructors are allowed to move fences, unless authorized by the Manager.

Reset jumps to 2'6" (approx.) if you have adjusted the height for a lesson or personal use.

If you set up a walk/trot/canter poles put them back on the standards when you are done.

Riders 15 years of age and younger must be supervised by an SRC Instructor or other responsible adult when jumping on Club premises, unless the office has written permission from the child's instructor.

Riders jumping must ensure that their jumping line is free before riding to the fence and must call “fence” or “heads up” to indicate their intention to jump.

Ask permission to jump a fence or ride an exercise if

it is being used for a lesson

Riders who knock down a fence must reset it.

A rider who breaks a jump component must report it promptly to the Office.



# Violation of Club Rules

Any violation of the rules should first be brought to the attention of the Club Manager as soon as possible after the violation has occurred. Minor violations will be dealt with at the Manager's discretion.

- Any member who wishes to lodge a formal complaint that a Club member, staff member, or instructor has violated the Club's code of conduct, rules or bylaws may submit the complaint in writing, with his or her signature, to the Board of Directors.
- A person who is the subject of a written complaint must be notified of the complaint. The identity of the person submitting the complaint may be withheld if the Board of Directors considers it to be in the best interest of the Club.
- A person who has been notified by the Board of Directors of a complaint must be given the opportunity to reply, either in writing or in person, as the person chooses.

After considering the complaint and the reply, if any, the Board of Directors may determine:

- i. That the complaint is unfounded; or
- ii. That the person has violated the rules or the Club's code of conduct, rules and or bylaws.

The Board of Directors may take disciplinary action against a member who violates the Club's code of conduct, rules or bylaws, including:

- On a first violation: Letter of warning or temporary restriction of Club privileges.
- On a second violation: Suspension from membership, a fine or both of the aforementioned.
- On the third violation: Expulsion from membership, a fine or both of the aforementioned.

If the violation is deemed to be so extreme as to be totally incompatible with the objectives of the Club, the Board may suspend or expel the member on a first or second violation.

An SRC Instructor who observes a violation of these rules should bring the violation to the person's attention. If the person ignores or dismisses the warning, the Instructor may:

- (1) ask the person to leave the Club's premises;
- (2) report the violation to the Manager; or
- (3) make a written report to the Board of Directors.

The Board of Directors may decline to renew the membership of any member who has been the subject of disciplinary action more than once during a membership year.



# SRC Code of Conduct

All Southlands Riding Club members, visitors, and staff are expected to conduct themselves in a manner that:

- Creates an environment and culture reflective of personal integrity and respect, as exemplified in equestrian sports;
- Acknowledges SRC is a family-friendly environment, and therefore refrains from using obscenities and loud boisterous behavior inappropriate to social situations;
- Observes the proper etiquette for whatever Club activity they are participating;
- Is reflective of being an ambassador for Southlands Riding Club when participating in Club or community events;
- Shows the utmost respect and dignity to fellow members, staff, guests and visitors;
- Does not damage the character, integrity, good will, property and community view (local and/or the broader community) of Southlands Riding Club;
- Recognizes members and visitors have no authority to instruct staff in job performance and duties;
- Does not denigrate, talk down to, or raise their voice at staff, members, volunteers and/or guests, and does not create unnecessary strife and divisiveness;
- Does not misrepresent their position and/or authority to others.



# SRC Horse Rescue & Rehabilitation Program

The Southlands Riding Club Rescue and Rehabilitation Program was established at the Club in October 2015 enabling the Club to make a meaningful difference in the lives of horses and ponies in need of a 'second chance'.

Program horses and ponies benefit from the training provided by certified SRC instructors or highly-experienced handlers. Each Program horse or pony has a primary trainer and/or handler responsible for establishing and meeting both short and long-term goals tailored to the individual needs of the animal. Once fully rehabilitated and deemed ready to graduate from the Program, these horses and ponies are offered for sale to approved homes, making way for a new horse or pony to enter the Program.

Program 'residents' live on-site at the Club in our show stabling facilities. Care for the ponies/horses is overseen by the Program Coordinator who is supported by an amazing team of volunteers who provide daily feeding and mucking for the Program residents.

## HOW TO GET INVOLVED

We are often in need of volunteers with previous horse experience to help with the day-to-day care of our Program horses/ponies.

## BECOME A SPONSOR or GIVE A ONE-TIME DONATION

Additionally, we rely on sponsors and in-kind donors to help cover the costs of the Program, including veterinary and farrier care, hay, bedding, etc.

To become a volunteer, donor or sponsor,  
*Please fill out the forms on the website at:*  
<https://www.southlandsridingclub.com/horse-rescue>

**Or Contact the Office at**  
**Info@SouthlandsRidingClub.com or 604-263-4817**







S O U T H L A N D S  
R I D I N G • C L U B

## **Southlands Riding Club**

7025 Macdonald Street  
Vancouver BC, V6N 1G2  
Tel: 604-263-4817

Email: ***Info@SouthlandsRidingClub.com***  
[www.southlandsridingclub.com](http://www.southlandsridingclub.com)