



**MORETON BAY BOAT  
CLUB  
Marina Rules and  
Regulations  
As at 1 Jan 2017**

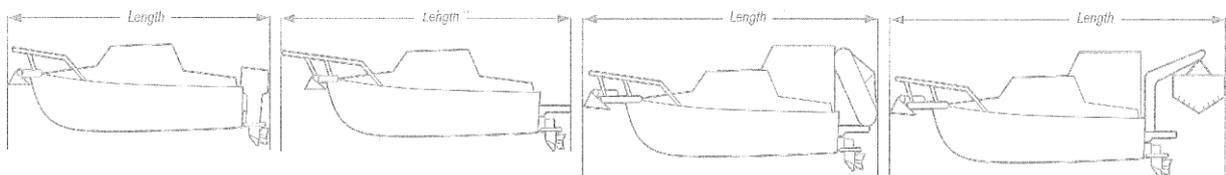
## Membership

1. The owners of Vessels on the Marina or on the Hardstand must be a Full/Life/Subscriber Member of the MBBC.
2. Casual Marina Occupants (staying up to a maximum of 30 days) must be a minimum of a Social Member.
3. All persons classified as 'Stay Aboard' must be a full or associate member of the Club.

## Berthing Arrangements

1. Prior to a vessel entering the Marina the owner must provide proof of insurance, registration and then an inspection & measurement will take place by a team member of the MBBC.

### HOW TO MEASURE YOUR BOAT



Measure to outer most extremities, including anchor, bow, motor, tender etc.  
When measuring, state on form if anchor and/or dinghy are fitted.

2. All owners must abide by the direction of the Management or staff delegate of the MBBC for the safety and security of all members and their vessels.
3. A vessel may be re-allocated to another berth/ hardstand at the Club's discretion.
4. In an emergency situation staff are authorised to move your vessel for the safety of members and their vessels.
5. Owners are encouraged to provide a set of access and ignition keys to Club staff. Vessels will only be accessed in the event of an emergency.
6. The use of sails to arrive or vacate a berth is prohibited in the Marina.
7. The speed limit within the Marina is four (4) knots maximum.
8. Only vessels in a seaworthy condition and under their own power will be admitted to the Marina.
9. The vessel must be moored within the boundaries of the allocated berth dimensions at all times and the vessel must not exceed the engineering rating of the Marina Berth or be larger than that recommended under AS3962 "Guidelines for Marina Design".
10. No part of any vessel may overhang a walkway. Including anchors, bows and davits. Walkways must be kept clear of gear including dinghies, and skiffs at all times.

11. Mooring lines, etc. are only to be tied around cleats provided and not around pylons and/or walkways.
  - A. Mooring Lines must consist of:
    - i. Bow Line
    - ii. Stern Line
    - iii. Fore Spring
    - iv. Back Spring
  - B. Mooring lines must be provided by the Berth occupant, adequate for the vessels size and weight and maintained in good condition. If in the opinion of the Marina Manager that these lines are inadequate or additional lines are necessary, the berth occupier will need to comply with that direction at their expense.
  - C. Damage to the pontoons or other vessels caused by your vessel not being secured correctly will result in you being responsible for repairs.

## **Pollution Control**

1. It is an offence under the Marine Act to pollute any Marina and surrounding waterways and doing so can attract heavy fines.
2. Releasing of holding tanks or any other liquid waste (toilets) is NOT permitted in the Marina under *Environmental Protection Act 1994 (updated 6/12/16)*.
3. All rubbish removed from your vessel must be placed into the Skip bin in the secure car park. NO rubbish is to be put into the bins at the Restaurant or outside the Laundry.
4. The Club would prefer that members **not** empty “porta potties” in the Clubhouse toilets. However, if there is absolutely no alternative, please ensure that you do so in consideration of our cleaning staff.
5. The club provides facilities for batteries and oil disposal please speak to reception. Other items must be disposed of off MBBC premises.
6. Refueling of vessels in the Marina is not permitted at any time.
7. Spill kits are available on Pontoon 1 and from Admin. Any spillage of fuel or waste should be reported to MBBC office immediately or phone the number on the front of emergency cabinet on Pontoon 1. Failure to do so may result in heavy fines from EPA
8. Boats on the marina should be cleaned regularly.
9. No chemicals, inflammable or volatile liquids or substances may be stored in the vessel other than those that are reasonably required for the operation of the vessel (and then only in such quantities as are reasonably required and in appropriate and approved containers).

## **Security**

1. All gates are controlled by security access keys. Please ensure that the gates are locked after you enter.
2. Unauthorised entry is not permitted. Do not allow strangers through gates.
3. Secure car park facilities are provided for Full members and Associate members use only.

4. Only one vehicle per Membership is permitted at any one time (I.e. Either the full member or associate).
5. Failure to display your correct membership identification on your vehicle may result in your vehicle being towed or clamped.
6. When leaving your vehicle in the secure car park for longer than 72 hours please notify reception of your intentions.
7. Only your vehicle and boat trailer registered on your membership is permitted in the car park. Any other vehicles Jet ski's/tenders etc. will be removed at your expense.
8. 'Stay Aboard' members are permitted two vehicles except from Friday 3pm to Monday 8am. Alternative arrangements must be made during this time for your second vehicle.
9. Space is provided for bicycles and motor bikes.
10. Children are to be supervised at all times by an adult, who will be responsible for their safety and behaviour whilst on the Marina.
11. Members pay for secure premises in the marina and carpark – giving access or loaning their tags/keys/membership cards to unauthorized persons (non-members or social members) breaches both security and club rules.
12. Members should sign their guests in at reception.

## **Fire**

1. Vessel crews should familiarise themselves with the location and method of operation of fire-fighting equipment on the Marina.
2. Fire hoses are not to be used for any purpose other than fighting fires.
3. Please observe the Fire Procedure at the Marina entrance gate.
4. The following actions are to be taken after the discovery of a fire on a vessel:
  - Shout loudly into the vessel and account for all persons.
  - Telephone 000 for Emergency Service – Fire (Police/Ambulance)

### **Advise That:**

- a) There is a vessel on fire at the Moreton Bay Boat Club at Scarborough Harbour **NOT** Scarborough Marina.
  - b) Describe the location within the marina – Berth Number/Marina Row/Vessel Ramp, etc. as accurately as possible.
  - c) Advise if there are any persons unaccounted for.
- **If it is safe, and possible:**
    - a) Use all available firefighting equipment until the Fire Service arrives (Fire Hose reels are installed on the Marina Walkways).
    - b) Remove adjacent vessels away from the Fire area, to create a firebreak
    - c) Secure the burning vessel to the Marina with a chain.

**NEVER SET THE BURNING VESSEL ADRIFT OR TOW IT  
AWAY FROM THE BERTH**

4. Keep spectators well away – burning vessels may explode.
5. Ensure that Fire Service vehicles have clear access to the fire – open the access gates, remove vehicles near fire hydrants, boosters and link bridges.
6. Contact Coastguard Redcliffe – 3203 5522 and explain the situation.
7. Designate a person to meet the Fire Brigade upon arrival.
8. Designate a meeting point with a person at the meeting point for co-ordination and communication – Fire Wardens are the Manager on Duty and Maintenance Co-ordinator.
9. Get the 'Emergency Folder' from reception.
10. Check all 'Stay-a-boards' are at the assembly point (Public Carpark north end).
  - This is why it is important to let reception know if you or any visitors to your vessel are staying overnight.

## **Maintenance of Vessels**

1. Major repairs, spray painting, sanding or refitting of vessels is **not permitted** within the Marina.
  - Minor work may be permitted however this is at the discretion of the Club.
  - If you are unsure of what work is permitted on the marina please speak to management.
2. Vessel owners are responsible for damage their activities may cause to neighbouring vessels.
3. All vessels shall be maintained in such condition that they do not reflect unfavourably on the general appearance of the Marina.
  - The vessel must be kept in a sound, safe, secure seaworthy, watertight condition free of pests, insects and vermin at all times.
4. It is the responsibility of occupiers to keep their berth clean and tidy at all times.
5. It is the occupants' responsibility to ensure that you do not cause harm to the environment by spilling fuel or oil. Any incident must be reported to marina staff who will determine any steps necessary to rectify any problems.
6. Any oil leaks from your vessel must be repaired immediately and inspected by marina staff. Any oil leaks must be contained by a suitable method and the collected oils must be disposed of in the oil recycling containers located on site. Any such incident must be reported to marina staff.
7. Any vessel found to be discharging contaminants including but not limited to oil, fuel, or sullage water in the marina will be attended to by the marina staff as a first response to contain and manage the situation:
  - a) The occupant will be notified immediately by phone and or email of the incident and to rectify the fault and cease any activity resulting in the discharge.
  - b) The vessel if unattended, may be boarded and pumps de-activated at the discretion of management if deemed applicable.
  - c) Anti-pollutions materials will be deployed and the discharge will be removed by mechanical or other method at the expense of the occupant.
  - d) A report will be produced, filed and provided to any and all relevant authorities if and as required.

8. Trolleys are provided for berth occupiers. Ensure they are returned to the secure area immediately after use.
9. The occupant must not throw anything overboard, normal rubbish is to be disposed of in the bins provided. All other items with potential environmental problems such as oil, fuel, paint and other chemicals must be disposed of in the designated receptacles provided in the recycling area. If in doubt, ask the Marina staff for assistance.
10. Contractors may only enter the Marina/ Hardstands to work on vessels with the approval of Management.
  - a. Access will not be given unless the Club has received prior authorisation from the Vessel owner.
  - b. Tradesmen must have a minimum of \$5 million public liability insurance.
  - c. A copy of this insurance must be provided to reception prior to access.

## **Power and Water**

1. Power is connected to each berth. Only approved power leads with the following shall be permitted:
  - a. Not less than 2.5mm round flex cable
  - b. Have at pole and vessel end 15 amp plug
  - c. Tested and tagged by a qualified professional
2. Water is provided for domestic use only.
3. The use of excessive water will attract an additional charge.
4. Fire hoses are not to be used for any purpose other than firefighting.
5. Occasionally, marina staff may have to disconnect your power cord if it is considered to be potentially dangerous, damaged, across walkways and particularly if it has not been tested and tagged. Staff will try to contact the vessel owner prior to doing so, however on occasion the need to unplug a cord may override this contact.
6. All equipment on your vessel should be checked to Australian Standard. If damage to power outlets is caused by a fault on your vessel you will be charged for any repairs required.
7. Please ensure your bilge pump is in good working condition at all times.

## **Laundry Facility**

1. Laundry facilities are provided for the benefit of 'Stay-A-boards'
2. Please ensure that no washing is hung in viewing sight on your vessel.
3. Laundry is to be kept clean, please wipe out machines after use.
4. Lint tray to be cleaned after use.

## **Insurance**

1. All Vessels on the marina or pontoons must have a minimum \$10 million Public Liability insurance policy and a minimum \$10m 3<sup>rd</sup> Party Property Insurance.
2. All vessels must be registered.
3. Uninsured vessels will not be allowed to remain in the Marina.
4. **A Certificates of Currency showing for all of the above must be provided to the office on an annual basis.**

## **Conduct**

1. Noise should be kept to a minimum at all times. Berth occupants shall have regard for others when operating radios and musical apparatus so as not to create a nuisance.
2. The occupant shall be responsible for the conduct of their guests and invitees. Disorderly conduct by a berth occupier or his guests and/or invitees may result in the cancellation of the berth and any other agreement.
3. Stop noisy wind generators from running and keep loose halyards tied back to prevent noise nuisance.
4. Swimming, fishing and diving is not permitted in the Marina or from pontoons.
5. Children are to be supervised by an adult at all times. The supervising adult will be responsible for their safety and behavior whilst in the Marina Precinct.
6. Consumption of alcohol is prohibited within the marina except onboard private vessels.
7. Appropriate footwear must be worn at all times within the marina precinct.
8. Using Common sense will avoid problems and possible confrontations.

## **Stay- Aboard**

1. Permission to become a 'Stay-Aboard' must be approved from the Board of MBBC prior to taking up residency.
2. Two references must be given with application form.
3. Fees must remain one month in advance at all times.
4. Berth holders may stay on their vessel 72 hours per week (Monday to Sunday). Any longer than this requires a weekly 'Stay Aboard' fee to be paid.

## **Breakdown Berth**

1. A breakdown berth at the corner of A and D Finger is provided for members and visitors to use only in the case of breakdown.
2. This berth is available free of charge for 48 hours after this your vessel must be moved.
3. Permission may be sort from management to move to one of the pontoons.

## **Equipment on Berth**

1. Air docks and sea pens are not permitted on the marina unless written approval has been received from the Board of Management.
2. Secure storage boxes cannot be installed on the marina until written permission has been received from the Board of Management.
3. Vessels and associated equipment must be stored, maintained and operated with all care and due diligence.

## **Fees**

1. All fees must be paid in advance not in arrears.
2. Any late payments of invoices will incur a 10% late fee of the total invoice.
3. A bond of \$200.00 is payable prior to occupying a berth.
4. Payment of rental fees will be the life of the agreed term of rental. A tenant wishing to vacate the berth at the completion of this agreement **must give one months' notice in writing and all outstanding invoices must be paid before bond is refunded.**
5. Any Vessel owner not adhering to the Regulations will face disciplinary action by the Board of Management which may result in termination of your membership.
6. Rental fees are set by the Board of Management each March however may increase without notice.
7. Sub-Lessee's / tenants are responsible to provide up to date:
  - a. Emergency contact details
  - b. Registration certificate
  - c. Insurance certificate to [marina@mbbc.org.au](mailto:marina@mbbc.org.au) or in person to reception.
8. Any visitors to your vessel must be introduced to reception and signed in. This is for safety reasons in case of fire and also to ensure compliance to Liquor licensing regulations.

## **Severe Weather**

1. With the severe weather that Queensland has Boat owners should ensure their mooring lines are adequate.
2. In the case of dangerous conditions the Club will provide a safe haven for 'Stay Aboards' if required.
3. All people choosing to stay on Board must notify Management so we can maintain a correct database for authorities.
4. We urge members on the marina not to put themselves in danger during these events.
5. Management will complete marina walks when safe to do so but it is the responsibility of vessel owners to secure and maintain their vessels.

## **Club Pontoons**

See Reception Staff for details

## **Commercial Activity**

Advertising, canvassing or conducting any commercial activity within the Marina or carpark is prohibited.

## **Pets**

1. Permission must be obtained from the Board of Directors prior to any pets being allowed on the marina.
2. Permission will only be given on a temporary basis for casual and short-term visitors.
3. Pets on the marina must be kept on leads and controlled by the owner at all times.

## **Non Observance of Rules and Regulations**

Non-compliance of these conditions may cause cancellation of any agreement to use the facilities of the Moreton Bay Boat Club and Marina and may result in disciplinary action being taken by the Moreton Bay Boat Club Board of Directors or The Department of Transport.