

**POLICY – BOAT HANDLING RECERTIFICATION EQUIVALENCY PROGRAM**

Date of last revision: January 17, 2023

The following criteria must be met in order for this course to be considered equivalent to the 1-day course presently offered by WCSS.

NOTE: This equivalent course assumes that the company taking the course will provide their own boats and equipment. WCSS will charge \$100 for each student to cover the cost of reviewing and filing the student proficiency checklist, issuing a certificate, student tracking and program auditing.

If the WCSS member company wishes to use WCSS equipment, they must be a member in good standing and sign a current Equipment Lease Agreement. There may be additional charges for WCSS to inspect the equipment, conduct an inventory and for any repairs or replacement required.

1. Only WCSS-certified boat instructors may be contracted to conduct this training. The following individuals are WCSS-certified instructors:
  - a. Ian Tarr: ITE Consulting Inc.
  - b. Lee Tarr: ITE Consulting Inc.
  - c. Trevor Miller: SWAT Consulting Inc.
  - d. Kale Haupt: Proactive Environmental Rentals Inc.
  - e. Doug Gibson: Independent Contractor
  - f. Mike Locke: Independent Contractor
  - g. Todd Whitby: Big Lake Contracting Ltd.
2. Students must provide proof that they have successfully completed the WCSS boat handling course as well as Small Commercial Vessel Operator, or the Transport Canada MEDA3 or MEDA4, as well hold and share a copy of their Transport Canada Pleasure Craft Operators Certificate.
3. The maximum student to instructor ratio will be 4 : 1 and there must be a minimum of 6 students and 2 boats.
4. There must be a minimum of 3 students in each boat in order to safely conduct all mandatory activities.
5. A safety plan must be developed to allow work boats to act as safety boats for each other, or there must be a designated safety boat with at least 2 personnel on board.
6. The boat recertification student proficiency checklist must be completed and signed off by one of the instructors as well as the student.



7. There should be at least the following equipment available for the training:
  - a. 400ft of boom for towing, attaching boom to existing boom strings, and working with handlines.
  - b. 2 handline bridles to practice ferrying to shore.
  - c. Adequate length and strength of ropes with lanyard hooks on both ends.
  - d. Anchors, chain, and marker buoys
  - e. Bridge pier bridles (if a bridge pier is available for training purposes).
8. Instructors must initially be in the boats with the students until all students have demonstrated sufficient competency to operate safely.
9. The student must attain the minimum overall rating identified on the student proficiency checklist. Contact information for unsuccessful students must be provided to WCSS as soon as possible upon completion of the course.
10. All documents in the Boat Handling Recertification handout must be reviewed by the instructors prior to the on-water portion of the course:
  - a. Boat Handling Policy
  - b. Water Safety Guidelines
  - c. Boat Captain's Crew & Passenger Briefing
  - d. Vessel and Trailer Pre and Post Use Checklist
  - e. Vessel Start-up and Launch Check Card
11. The recertification must take place on a river.
12. Instructors will provide WCSS with documentation linked to the course outline and time spent linked to the recertification.
13. WCSS will approve all documentation prior to the issuance of a certificate.

WCSS maintains the right to audit the course at any time.