



**Canada Games
Council**
*Inspiring Dreams and
Building Champions*

**Conseil des Jeux
du Canada**
*Du rêve au
champion*

Canada Games Council Games Policy and Procedures

POLICY NUMBER: OG3
NAME: Boat Transportation Policy
FUNCTIONAL UNIT: Sport Operations
RELEVANT STANDARD: 36-G-01-1
APPROVED BY: CGC Sport Committee
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PREAMBLE

The purpose of this policy is to outline the specifics involved with the transportation of rowing shells, canoes, kayaks and sailboats by participating provinces and territories at a Canada Summer Games.

POLICY STATEMENT

STANDARDS

COUNCIL'S ROLE IN IMPLEMENTATION OF POLICY

PROCEDURES

Part 1: Reimbursement

The Canada Games Council agrees to reimburse the province, territory or Provincial Sport Organization (PSO) for the transportation of rowing shells.*

The Host Society agrees to reimburse the province, territory or PSO for the transportation of sailboats, canoes, and kayaks.*

Amounts are based on the reimbursement of two individuals, (two drivers or one driver and one boatperson, as per specified in the sport's technical package) and will be the total obligation of the Host Society and the Canada Games Council to each participating province or territory. No additional funding will be provided.

National Partners/ Partenaires nationaux



Prior to the Games, partial payment (90%) of the overall cost will be provided to Provincial/Territorial (P/T) Teams. The remaining hold-back amount (10% of the overall cost) will be reimbursed following the Games after P/T Teams submit the provided CGC Expense Travel Claim. Only actual hotel and ferry/toll receipts need to be submitted in order to obtain the hold-back amount.

Should a P/T Team wish to ship or rent boats, a copy of the rental/shipping invoice will need to be submitted to the CGC before the reimbursement claim can be processed. Fees will be reimbursed to a maximum of the amount detailed in the cost breakdown for trailering the boats to the Games. Should the rental/shipping invoice be less than the determined cost for boat transportation, the remaining portion of the funds shall not be provided to P/T Teams.

P/T Teams who are entitled to a boatman and choose to rent/ship their boats to the Games need to contact the Canada Games Council to arrange the details involved with the boatman's travel to the Games. Travel costs will be covered by the Canada Games Council.

Part 2: Boat Transportation Costs

Allowance figures are determined through the following formula: (Distance x Rate + Ferry / Tolls)

Distance in KM – P/T's departure city to the Games' Village (and vice-versa)

Rate per KM - determined according to the CGC's Reimbursement Policy (0.65\$/KM)

Cost of Ferry / Tolls – if applicable

The Canada Games Council strongly encourages P/T Teams to send the oars, sculls and paddles with the boats to the Games (instead of as personalized equipment coming with the athletes on planes).

Part 3: Driver and Boatman Enroute Costs

Allowance figures are determined through the following formula: (Hotel Costs + Per Diem)

Hours – estimated total driving time

Days – defined as a maximum of 10 driving hours per day per vehicle**

Hotel – \$150.00 per night (based on double occupancy)

Per Diem - \$50.00 per day per person

Part 4: Damage or Injury during Transit

The provinces or territories are solely responsible for any and all damage or injury during transit. The Canada Games Council and the Host Society, their directors, officers and employees are to be saved harmless from any claims, demands, actions or causes of actions arising out of or in consequence of any loss, injury or damage to persons or property incurred while transporting rowing shells, canoes, kayaks and sailboats to and from the Canada Summer Games.

Part 5: Accreditation and Accommodation

With regards to accreditation and accommodations upon arrival at the Canada Summer Games, the boatperson shall be accredited as a full team member (meals and accommodation in the Games' Village) and the cost of their stay is borne by the Host Society. With regards to the driver(s), they shall receive a per diem, accommodations (double occupancy) and sport specific tickets or limited access accreditation.

*Please note that even though the Canada Games Council and the Host Society are providing reimbursements for boat transportation for different sports, payments shall be issued by the Council's travel supplier. Each province, territory or PSO will need to confirm their mailing address to ipetit@canadagames.ca before May 1st.

** Canada's Motor Vehicle Transport Act states within its "Daily Driving and On-duty Time" clause that no driver shall drive after the driver has accumulated 13 hours of driving time in a day. According to this regulation, the Canada Games Council as well as the Host Society established their reimbursement policy according to a maximum of 10 driving hours per day per vehicle. To view the complete Motor Vehicle Transport Act: <http://canadagazette.gc.ca/partII/2005/20051116/html/sor313-e.html>