

## **RULES AND REGULATIONS**

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### **Maximum Number of Members**

The Board of Directors is authorized to establish a maximum number of members in any category of membership and the Club. A limit of 525 full-privileged golf members is now in effect.

### **Application/Nomination**

Prospective members are required to be proposed and seconded in writing by members in good standing who have been a member for not less than one year on a form supplied by the Club. Final approval of membership is a responsibility of the Board of Directors. Information about the Club's sponsorship and application process is available from the Membership Secretary in the Club office.

### **Use of Member Information**

Personal member information that is published, posted, printed, mailed or emailed by the Club is private. Members shall use information for Club purposes only. Members shall not copy or distribute such information or use it for any other purpose except as authorized by the Board. Further, members are responsible for assuring that past membership information is disposed of in a way to assure privacy is not compromised.

### **Member Accounts**

Timely payment of member accounts is crucial to the financial health of the Club, and it is a condition of membership.

Payment in full before the last day of the month in which the account is rendered is expected. A 2% per month late payment fee is levied against all accounts outstanding after 30 days. After 60 days, the delinquent member will receive a letter from the Club requesting payment with a reminder that the Board reviews all accounts in arrears. After 90 days, the Board reserves the right to suspend or terminate membership privileges, or impose such other conditions as it may determine.

### **Termination of Membership and Use of Facilities**

In the rare instance where a membership is terminated pursuant to By-Law No.1, section 3.2 Member Misconduct the Board reserves the right to prevent use of the club facilities until all outstanding debts related to the termination are paid in full. This includes use of the club facilities as the guest of a member. If members wish to bring a formerly terminated member as a guest they should check with the CEO & General Manager beforehand.

## **Leave of Absence**

A member in good standing may apply for Leave of Absence from the Club for no less than one and no more than three years. **Typical reasons for such an application would be (but not limited to) ill health or relocation greater than 200 road kms from the Club. Extenuating circumstances may be considered/reviewed by the Board.** A member granted a leave of absence shall cease to have the right to use the Club premises or to exercise any privileges of membership. A leave of absence shall be granted subject to a fee payable in advance and shall be subject to such general and reinstatement terms and conditions as shall be determined by the Board. **Any member having been on a leave of absence for 1-3 consecutive years, may not apply for a subsequent leave of absence for at least 5 years from the date the last leave of absence expired.**

## **Medical Leave (Golf)**

A member may apply for leave of absence from the golf section for medical reasons for a minimum of three months and a maximum of one season. Such application should be filed in writing with the CEO/General Manager and accompanied by a note from the attending physician. A member on leave from the golf section becomes a Clubhouse member without golf privileges. When a golfer requests leave before August 1, a pro-rated refund of the golf dues for the remaining months may be considered by the Board. The golf season is recognized as 6 months, May 1 to October 31.

## **Resignation**

Membership resignations must be filed in writing with the CEO/General Manager.

## **Membership Fee Refunds**

Entrance Fees and annual dues are generally non-refundable. The Board may, however, approve a refund in a special circumstance.

## **Guests**

Guests are most welcome at the Club. However, in all circumstances, a guest must be accompanied by a member of the Club. Members are responsible for advising their guests of Club policies and dress codes applicable to their visit. For event and room specific dress codes see Appendix 1.1. From time to time, the Board approves reciprocal arrangements with other clubs and these guests are also required to abide by our Club's rules and regulations.

## **Cell Phones and Other Communication Devices**

### **Amended Policy - June 27, 2024**

#### **Clubhouse/Golf Centre/Patios:**

Personal Electronic Devices such as cell phones and tablets must be placed on silent mode at all times. The respectful use of devices for discreet texting and emailing is permitted anywhere in the clubhouse, golf centre, and patio areas. The “phone” function use of cellular devices is only permitted in the parking lot, meeting rooms and courtesy phone centres (including locker rooms). It is prohibited to use the phone function in all other social spaces and shared areas of the clubhouse and golf centre including the patio areas. Please remind guests to comply with the Club’s policy.

#### **Golf Course:**

Use of mobile devices is permitted on the golf course for the purpose of posting scores and viewing hole distances. Devices must be placed on silent mode at all times. As well, it is permitted to use the phone function of a mobile device to request assistance from the Pro Shop staff in emergency situations and also in reporting trespassers and slow play.

## **Business on Club Premises**

The facilities of the Club are for the relaxation and pleasure of individual members amid pleasant surroundings. Any promotion of personal business on the Club premises tends to destroy the objectives and ideals for which the Club was founded and is, therefore, prohibited. However, special arrangements may be made with the Assistant General Manager and/or the Catering Manager for the use of a private room for business meetings of a modest size, in which a member or members of the Club are involved and are prepared to sponsor. Under no circumstances may the Club's name be used in public advertising for any event. Invitations to any event may not be solicited in any type of public forum and must be private in nature.

## **Reservations**

For optimal service, reservations are strongly encouraged whenever dining at the Club. We will do our best to accommodate walk in requests but cannot guarantee immediate service or seating. .

Reservations can be booked online thru the website or sent via email to [reservations@torontohunt.com](mailto:reservations@torontohunt.com) or by phone 416-691-2174.

## **Cancellations (Special Functions Only)**

Members who fail to cancel a reservation 24 hours prior to a Club special function will be charged half the total price of the event. "No shows" will be charged full ticket price. In all cases,

the Club will bill such charges with discretion and in consideration for a member's circumstances.

### **Children**

Children of all ages are welcome at the Club on Sundays from 11:30am. Children (10 - 18) are welcome anytime, but must be supervised by a member. All children must be appropriately dressed in accordance with the Club's policies.

### **Smoking at the Club**

The Clubhouse, Pro Shop and all food & beverage areas including verandahs and patios are 'smoke free'. This includes all electronic (e-type) cigarettes. Smoking is permitted outdoors in designated areas only. These areas include the parking lot, golf course and lawn area north-east of the Hawthorn Patio.

### **Cannabis Policy**

All forms of Cannabis products (consumables, dried and vapes) will not be permitted anywhere on the Club property. Specifically, its use will also not be permitted in currently designated smoking areas.

### **Dress Code**

To assist members and their guests, the Dress Code guidelines are updated by the Board on a regular basis for the Clubhouse and golf course. These guidelines are published in detail in our Dress Code pamphlet. In general, formal dress (business attire) is required in the original wing of the Clubhouse (with the exception of the Fox and bar lounges). Business casual dress or golf attire is acceptable in the Annex (casual dining area) and all outdoor verandahs and patios. Proper golf attire is required on the golf course. For specific dress code rules see Appendix 1.1.

### **Tipping**

As all staff is employed with the express purpose of providing good service to members on an equal basis, members and guests are not permitted to tip employees.

### **Pets**

Pets are not allowed anywhere on the Club's property with the exception of the residences during the golf season. In the off season, pets can be walked on the golf course but must be leashed at all times. Please ensure you are picking up after your pet.

### **Parking**

Parking areas and driveways can be congested near the Clubhouse. Please drive carefully and observe any No Parking, Handicap Parking and Fire Route signage to keep our delivery, emergency and drop off areas clear. The Club is not responsible for any loss or damage to vehicles parked on the property.

### **Personal Property**

The Club is not responsible for loss of or damage to personal property (e.g., golf clubs) sustained by any member or guest. Please do not leave valuables in lockers or in golf bags held in club storage.

### **Emergency Procedures**

Members are asked to follow the directions of staff during emergencies. The staff has been provided with fire and medical emergency response training and with procedural guidelines in the event of such emergency (e.g., building evacuation).

### **Signing Privileges**

All club chits must include a member's signature and account number. Guests of members may make payment with a valid credit card for casual dining in the Annex and the Pro Shop.

### **Housekeeping and Damage to Premises**

Members are asked to assist and support the Club's efforts to maintain a clean and safe Clubhouse environment. The full cost of repair or replacement of damage caused to Club property by a member or guest shall be the responsibility of the member.

### **Safety**

For health and safety reasons, members are asked not to enter the kitchen or bar areas, or areas marked Private.

### **Telephones**

Members and guests may make a local call (416, 905, and 647) from courtesy phones located in convenient locations throughout the Club. Please keep your calls brief. Credit card and long distance calls may only be placed from the Club office with assistance from staff.

### **Notice Boards**

Any notice posted on the notice boards in the Clubhouse shall be deemed sufficient notice to all members of the Club unless otherwise ordered by the Board or required by By-Law No. 1, Policies or Rules and Regulations. No notice may be placed on the notice boards without authority of the

Board, a Committee Chair or the CEO/GM.

## **Complaints**

All complaints concerning the management of the Club, the conduct of any employee or any member shall be made in writing to the CEO/GM.

## **First Tee**

The Club utilizes a 7-day, advanced booking reservation system. Reservations can be made online, through our mobile app or by calling the Golf Centre at (416) 691-2234.

## **Pace of Play**

The pace of play is an important aspect of members' enjoyment of golf at The Hunt. Rules are in place which will support and enhance the pace of play. Members should refer to Appendix 1.2 which sets out clear directives for upholding the pace of play and outlines penalties for unduly slow play.

## **Care of the Golf Course**

Maintaining top playing conditions requires a partnership between our turf crew and our golfers. Please repair your ball marks on the greens, replace/repair your divots and rake bunkers. Always try to improve the playing conditions for the group behind you.

## **Guest (Golf)**

A guest must always be accompanied by a member of the golf course. As the host golfer, the member is responsible for advising a guest of the expectations of all players at the Club with regards to pace of play, dress code, care of and safety on the golf course. A non-member may enjoy the golf course as a guest two time per month and to a maximum of six times per season.

## **Golf Carts**

The Club's inventory of push carts is available for use by members and guests on a complimentary basis. Power carts may be rented for a fee established by the Board. Children under age 16 are not permitted to drive a power cart. Please use the cart paths where provided. Under certain turf conditions, power carts may not be allowed on the course. Please keep all carts off greens, aprons, tees, and avoid boggy ground. Special consideration is available for those members requiring use of a Medical Cart. See Pro Shop staff for assistance. The Club does not allow private carts of any kind.

## **Player Safety**

The course layout of the Club is such that many holes are within close proximity to one another. Always be cautious of players on neighbouring fairways and in front of you. Do not hit into the group ahead. If you witness an injury or medical emergency, report it to the Marshall or Pro Shop immediately.

### **Golf Traffic**

Golfers moving from the ninth green to the first tee must not walk or drive power carts on the lakeside of the Clubhouse.

### **Closure of the Golf Course**

In the event of lightning, dense fog, high winds, flooding and frost, or any other circumstance that could endanger golfers or the golf course, the golf course may be closed. Two (2) long blasts from our Pro Shop AIR HORN require that all players evacuate the golf course immediately. The decisions to close or evacuate the golf course, and to resume play, will be made by senior staff.

### **Use of Audio Equipment on the Golf Course**

Rule 4.3a(4) in the 2019 Rules of Golf permits a player to listen to audio that is unrelated to the golf game being played, such as background music. Rule 1.2a further states that all players are expected to play in the spirit of the game by not distracting the play of other players.

The Toronto Hunt permits the use of audio equipment on the golf course, except during Club-sanctioned events, but requires:

- that if speakers are used, the volume is set such that nothing is heard by other groups of golfers.
- If a player wishes to use an audio device with a speaker, he or she must first obtain agreement of all members in the group before doing so.
- Audio devices cannot be used in close proximity to the parking lot, golf centre, clubhouse or patio.

Compliance with this policy will be managed by the Professional Staff. Infractions should be reported promptly to the Pro Shop for handling. If those in your group, or other groups are offended by the volume of your audio device and this is reported to our professional staff, you will be asked to turn off your device immediately.

## **POLICIES & PROCEDURES**

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### **Non-Discrimination**

As stated in By-Law No.1, and in accordance with the Ontario Human Rights Code, the race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender

identity, gender expression, age, marital status, family status, or disability of a nominee shall not be factor considered by the Membership Committee or the Board of Directors with respect to any person's nomination for membership or in any other way related to admission to membership, or eligibility for participation in Club activities.

### **Proposing Applicants for Membership**

The character of The Toronto Hunt is a reflection of its membership. Prospective membership candidates are required to be introduced and sponsored by two existing members of the Club, and final approval of all membership applications is the responsibility of the Board upon recommendation from the Membership Committee. This process is important to the maintenance of a membership that accepts the values and principles contained in our By-Law, Rules and Regulations and Policies and Procedures. The diligence, commitment and cooperation of sponsoring members are essential in this regard. A sponsor's primary responsibility is to the Club rather than to the candidate.

Proposers with inquiries regarding membership in the Club should contact the Membership Secretary. Information packages are available from the Club office, and should be given to the Candidate, or at the request of the Proposer, will be mailed to the Candidate by the Club.

A Proposer and/or Secunder must provide the nominee's name and contact information to the Membership Secretary. The Secretary will contact the nominee and arrange for the introduction of the nominee to a member of the Membership Committee and a member of the Board of Directors. The Membership or Board member may, where known to the Nominee, also serve as the Proposer or Secunder. If the Nomination Form is approved by the Membership Committee, the Nominee's name will be posted on the Club's website and in the clubhouse 14 days prior to a scheduled Board meeting. Failing any appropriate objections within the 14 days, a recommendation for the admission of the Nominee will be approved at the Board. The Nominee will then be advised of his/her admission to membership.

No candidate can be considered until the Nomination Form, and personal introductions are completed. Directors and members of the Membership Committee are pleased to make themselves available to meet the candidate.

The Proposer must advise and encourage the Candidate of the orientation visit, admission process, fees, dues, obligations, and the Club's Rules & Regulations.

Proposers and Seconders must have been Club members for at least 1 year.

Members of the Membership Committee or Board, if nominators or seconders of a Candidate, cannot be involved in the nominations or approval process.

Proposers, Seconders and references may not be an immediate relative or spouse of the Candidate.

### **Member Requests**



Individual member requests of a specific nature which require Board approval are made in writing to the CEO/General Manager. These written requests are circulated to the Board. After consideration by the Board, decisions are conveyed to members through the CEO/General Manager.

### **Complaints of Misconduct Concerning a Member**

If an oral complaint is received, the CEO/GM will request that the complaint be submitted in writing as provided for in the Club's Rules and Regulations. If the complainant declines, the CEO/GM will document the complaint, including as much detail as possible. The complainant will be advised that the identity of the complainant will be protected, but that if the matter proceeds to a hearing and there are no other available witnesses, the Club's ability to secure a suitable penalty may be compromised if the complainant insists on maintaining confidentiality.

The CEO/GM will interview the complainant and other possible witnesses and obtain written statements if possible, or will make detailed written notes of all discussions.

The CEO/GM will advise the member of the nature of the complaint by telephone and document details of the discussion with the member. If the member requests the name of the complainant, the CEO/GM will request permission from the complainant to release the name before doing so.

If the complainant refuses permission to release their name, the CEO/GM may proceed with the investigation in any event, if appropriate.

If the CEO/GM is satisfied that, after a full investigation, the complaint appears legitimate, the CEO/GM will advise the member of the complaint by letter together with a copy of the Club By-Law No. 1 or policy relating to the misconduct. The member may request a hearing before the Board before any sanction, if appropriate, is implemented by the Board. Please refer to - "Procedure respecting hearings pursuant to By-Law - Article 3.21".

### **Violence & Harassment**

This policy statement applies to all members, guests and staff of The Toronto Hunt. The Club acknowledges that it is the public policy in Ontario to recognize the dignity and worth of every person and to provide for equal rights and opportunities without discrimination that is contrary to law. The Club acknowledges its responsibilities in relation to the Ontario Human Rights Code and the Ontario Occupational Health and Safety Act.

The Club also recognizes that every employee has a right to freedom from sexual harassment in the workplace by Club members and guests, Club management, agents of the Club and other employees.

In addition, the Club recognizes that every employee has a right to be free from sexual solicitation or advance made by a person in a position to confer, grant or deny a benefit or advancement or from a reprisal or threat of reprisal for the rejection of a sexual solicitation or advance.

The Club is committed to providing an environment in which all members, guests and staff are

treated with respect and dignity. Members and guests have the right to enjoy the Club's social and golfing facilities without concern for their personal well-being. Members of the staff have the right to work in an environment which promotes equal opportunities and prohibits discriminatory practices.

The Club accepts that harassment means engaging in a course of vexatious comment or conduct that is known or ought reasonably to be known to be unwelcome. Workplace harassment is any situation where an employee is made to feel uncomfortable or unsafe by the comments or conduct of someone else in the workplace.

Harassment will not be tolerated by the Club, either on Club premises, through social media, or at any off-site Club activity. Any employee who is found to have engaged in such conduct will be subject to discipline up to and including discharge. Any member who is found to have engaged in such conduct will be subject to appropriate sanctions up to and including expulsion.

The Toronto Hunt recognizes that members or employees may be subjected to harassment on the Club premises by guests, visitors, or persons doing business with the Club. In those circumstances, The Toronto Hunt acknowledges its responsibility to assist and support affected persons.

The Club encourages the reporting of all incidents of harassment, regardless of who the offender may be. Complaints of sexual harassment will be treated in confidence, subject to the Club's obligation to conduct a thorough investigation.

If a member, guest or employee feels that he or she is being subjected to, or has been subjected to any form of harassment, that individual is urged to bring his/her complaint to the attention of, in the case of a member or guest, the President, and in the case of a staff member, the CEO/GM.

The Board will be advised, without disclosure of the name of the complainant, of all incidents and will ensure that the complaint is fully investigated and, where appropriate, that appropriate action is taken. The investigation will be conducted in a timely and effective manner. All witnesses, if any, will be interviewed. Following the completion of the investigation, the member or employee will be personally advised of the finding and the conclusions which have been reached.

This policy statement has been approved by the Board of Directors of The Toronto Hunt and is used as a general advisory notice to all concerned. A more detailed explanatory and procedural document will be maintained by the CEO/GM, copies of which may be examined in or obtained from the Club's office.

## **Alcohol Service**

Under the Liquor License Act and Regulations, it is illegal to serve alcoholic beverages to persons under the age of 19 as well as to those who are visibly intoxicated. Members of the Club and their guests are reminded that it is their responsibility to drink responsibly. The Liquor License Act of Ontario also states in part that:

**No person shall sell or supply liquor or permit liquor to be sold or supplied to any person who is or appears to be intoxicated. R.S.O. 1990,c. L.19, s.29.**

The Board of Directors of the Club has instructed Club staff to ensure that we are always compliant with this law.

The following rules shall apply to all alcohol service on Club premises:

- All Club staff who serve alcoholic beverages to Members and guests are required to be trained in the "Smart Serve" program and shall always be in possession of a Smart Serve Certificate while working. This program trains servers to identify the signs of intoxication and defines appropriate quantities of alcohol that can be served over a period of time.
- Only Members and guests who are of legal drinking age may be served. When the age of an individual is in doubt, the individual(s) will be required to provide proper proof of age identification to the server.

Self-service of alcohol by Members or guests is not permitted. All alcohol that is purchased for consumption on Club property must be opened and served by our staff who are Smart Serve Certified.

- Members and guests may not take alcoholic beverages purchased on Club premises off those premises unless they fall under the "Takeout" or the "Take Home the Rest" legislation.
- All types of liquor and beer may be sold for takeout but must be purchased together with food. This includes beer, liquor and wine. Beer, liquor and wine sold for takeout or delivery must be in a sealed and unopened container.
- Opened wine may be taken home as part of the provincial "Take Home the Rest" program. In order to do so legally, the bottle must be resealed by The Toronto Hunt staff with a cork that is flush with the top of the wine bottle so it cannot be consumed in transit.
- Members and guests are also not permitted to bring alcoholic beverages purchased off Club premises onto Club premises.
- Members are not permitted to store alcohol in their lockers or golf bags.
- Persons who, in the opinion of the server and management, appear to be intoxicated will be refused alcoholic beverage service.

Driving while intoxicated is illegal. Any individual who appears intoxicated and who appears to intend to drive will be asked to surrender his or her car keys to Club staff and the Club will provide for one of the following arrangements:

- the Club will make arrangements with a friend or family member of the apparently

intoxicated individual to drive them home or;

- the Club will arrange for the apparently intoxicated individual to take a taxi home. If the individual does not have money for a taxi, the Club will cover the cost of a taxi ride home for the first occurrence. If necessary, on subsequent occurrences the cost of the taxi ride home will be provided by Club staff and billed to the individual's account.
- when an apparently intoxicated person who has been refused alcoholic beverage service, or who intends to drive, refuses to co-operate with staff efforts to manage the safety concerns for that person and others, the police may be contacted.

Whenever alcoholic beverage service is refused due to visible intoxication, or where staff has taken any steps for the safety of an intoxicated person or the public, an Incident Report will be recorded and submitted to the CEO/GM for immediate follow-up. This report will include the following information:

- The individual's name, member number or other Club details, date and time of the incident as well as the server's name.
- Full description of the incident will be recorded, including the type and quantity of alcoholic beverage served and consumed, the individual's reaction to denial of service and all steps taken by staff.
- The Board of Directors will receive a quarterly report from the CEO/GM summarizing all such incident reports and advising as to the outcome of Club actions. Where an incident occurs in which Club staff is required to contact the police, the CEO/GM shall immediately inform the Club President.

All Members and guests must cooperate with the staff in the enforcement of this Policy. All Members of the Club are equally responsible for and encouraged to assist each other with the enforcement of this Policy. The Board has developed this Policy to ensure that the Club is compliant with the law and in what it believes to be the best interests of the Club, its Members, and their guests.

### **Whistleblower Policy**

This policy is intended to assure staff that it is appropriate to report suspected or actual occurrences of illegal, unethical or inappropriate events, behaviours or practices and that there will be no

retribution if they do so.

The following clarifies how the policy will work.

- The Whistleblower should promptly report the suspected or actual event to their supervisor.
- If the Whistleblower would be uncomfortable or otherwise reluctant to report to their supervisor, then the Whistleblower could report to the next higher level of management, or if the issue involves the CEO/General Manager, to the President of the Toronto Hunt.
- The Whistleblower can report the event anonymously if so desired.
- The Whistleblower shall receive no retaliation for a report that was provided in good faith – that was not done primarily with malice to damage another individual or the reputation of the Toronto Hunt.
- A Whistleblower who makes a report that is not done in good faith is subject to discipline, including termination, or other legal means to protect the reputation of staff and the Board of the Toronto Hunt.
- Anyone who retaliates against the Whistleblower (who reported an event in good faith) will be subject to discipline including termination.
- Crimes against a person or property, such as assault, burglary, theft, etc., must immediately be reported to local law enforcement personnel.
- The supervisor, CEO/General Manager or President who receives any reports must promptly act to have the issue investigated and resolved.
- The Whistleblower shall receive a written response within ten business days of the initial report, regarding the investigation, disposition or resolution of the issue.
- The identity of the Whistleblower, if known, shall remain confidential to those persons impacted by the application of this policy: except if the issue requires investigation by law enforcement, in which case the Whistleblower may be subject to subpoena.

## **GENERAL INFORMATION**

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### **Clubhouse Hours**

Management in consultation with The House Committee and Board is responsible for establishing the hours of operation for the Clubhouse and all its services. Unless otherwise announced, the Clubhouse is open for member access:

- Golf Season (estimated from the 3<sup>rd</sup> week of April to mid-November) 7:00 a.m. to 10:00 p.m. Weather dependent.
- Off-Season (estimated from mid-November to the 3<sup>rd</sup> week of April 9:00 a.m. to 10:00 p.m. The Clubhouse closes for maintenance in early January for three weeks.

The food and beverage hours of service for both formal and casual dining are posted seasonally for your convenience.

### **Golf Course Hours**

- Management in consultation with The Golf Committee and the Board is responsible for establishing the hours of operations for the Pro Shop and golf course. Unless otherwise announced, the hours are:
- The Golf Course typically opens from the 3<sup>rd</sup> week of April to mid-November. Weather dependent.
- The Golf Centre is open daily for 12 months per year except the week between Christmas and New Years. The Golf Centre is open ½ hour before the first tee time and closes at dusk.
- Golf Centre off season hours will be posted for members' convenience.

### **Lockers and Club Storage**

Lockers and club storage may be obtained and rented from the club for the purpose of storing clothing, golf clubs and other golf related items. No food or alcohol may be stored in lockers or golf bags.

If management suspects that the storage of items may pose a risk to the The Toronto Hunt facility and or the general health and welfare of its members, lockers may be opened. Anytime a member locker is opened, two staff members will be present, including a manager. Lockers will also be cleaned annually at the end of each golf season.

### **Food Minimum**

There is an annual minimum food charge as established by the Board from time to time. This charge is split into two periods as determined by the Board.

### **Member Sponsored Functions (M.S.F.)**

The Club will host a non-member function (wedding, business or family gathering) provided that the event is sponsored and attended by a member. All inquiries or booking arrangements for a member sponsored function should be referred to our Catering Manager. An 18% Facility Charge is applied to all member sponsored functions. M.S.F. events must be approved by the House Committee of the Board, and their guests and activities must comply with the rules and regulations of the Club.

### **Wine Society**

The Toronto Hunt Wine Society is a special service available to any member who is a wine lover. In co-operation with the Special Ordering Department of the L.C.B.O., only wine society members may purchase through the Club, unique wines from around the world. These wines are not normally available at retail outlets. For information about this special service, please contact the Assistant General Manager.

### **Bridge**

A variety of bridge activities are available to all members throughout the year. Fees and schedules are finalized by the House Committee of the Board. Professional instruction is also provided on a fee for service basis. Please contact the Club office for details and registration.

### **Book Club**

The Book Club is open to all members throughout the year. Book selections and schedules are finalized by the House Committee of the Board. Please contact the Club office for details.

### **Reciprocal Privileges**

The Club has entered into reciprocal agreements with other social and golf clubs located in select locations. A copy of reciprocal clubs can be obtained from the Club office.

### **The Toronto Hunt Giving Program**

The Toronto Hunt Giving Program has been established by the Board to receive donations to the Club. The Toronto Hunt Giving Program is under the stewardship of the House and Finance Committees and it offers the opportunity to direct donations to improve the Club. There are no other forms of memorial tributes accepted by the Club. Information can be obtained from the Club office.

### **Personal Information Protection**

The "Personal Information Protection and Electronic Documents Act" (PIPEDA) came into effect January 1, 2004 for all provincially-regulated businesses. This new federal law now applies to all personal information collected, used or disclosed by all private sector companies in the course of

doing business with their customers.

The Club recognizes that your information is private. A privacy policy has been developed for the Club, in compliance with the new law that governs the collection, use, disclosure, and protection of personal information. Members may obtain a copy of the policy entitled "Protecting Your Privacy" from the Club office.

The Board has designated the CEO/GM and Membership Secretary as supervisors of the Club's compliance with PIPEDA. Members should contact them if they have any questions or concerns about the privacy of their personal information.

Updated 05/25/2023



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<b>Appendix 1.1</b>	
<b>Toronto Hunt Dress Code*</b>	
<b>General Rules</b>	
<b>When/Where</b>	<b>Policy</b>
Prior to 5pm in Formal Sections. Formal Sections are: the Summit dining room, Lakeview and Hunt dining rooms, Beardmore and lower lounge, Fox dining room	Jacket and collared shirt (tie optional), ladies required to dress to equivalent standard
After 5pm in Formal Sections Formal Sections are: the Summit dining room, Lakeview and Hunt dining rooms, Beardmore and lower lounge, Fox dining room	Jacket and collared shirt (tie preferred), ladies required to dress to equivalent standard. Some events will require tie and this will be communicated to Members in materials promoting the event
All times in Informal Sections  Informal sections are: Fox Bar and lounge, upper and lower Annex, all outdoor verandahs and patios	Smart Casual/Golf Attire*  Dress required to be neat, attractive and in good taste. Smart Casual means collared shirts for men, no denim of any kind, no cut-offs, no short shorts, not-shirts and no tank/tube tops Casual footwear including open-toed sandals and loafers are acceptable. * See Golf Course Dress Code for details regarding golf attire
Children	Juniors aged 14 and over are required to dress to standards noted by locations above. In particular, boys under 14 will not be required to wear a jacket. Some latitude will be extended to children under age 14 but dress should be in keeping with general guidelines
Hats/Caps	Gentlemen are not permitted to wear hats/caps anywhere inside clubhouse.
<b>Event Specific Dress Codes</b>	
<b>Event</b>	<b>Dress</b>
Private Functions in Formal Section	Changes and exceptions to dress code may be considered and announced for private functions. Members are responsible for communicating dress code to guests
Private Functions in the Informal Section	Changes or exceptions to dress code may be considered and announced for private functions. Members responsible for communicating dress code to guests.
Book Club Meeting	Smart Casual no matter what location or time
Bridge	Smart Casual no matter what location of time
Speakers Luncheons and Dinners	Luncheon/Dinner (jacket & collared shirt. Tie is optional)
Family Christmas Brunch	Jacket and collared shirt (tie preferred), ladies required to dress to equivalent standard. *Recommend direct reminder regarding dress code and need to advise/remind guests when reservations are confirmed

Yuletide Dinner	Jacket and Tie, ladies required to dress to equivalent standard
Family Christmas Dinner	Jacket and collared shirt (tie preferred), ladies required to dress to equivalent standard.
Member Christmas Reception	Jacket and collared shirt (tie preferred), ladies required to dress to equivalent standard.
Father's Day BBQ	Smart Casual/Golf Attire
Easter Brunch	Jacket and collared shirt (tie preferred), ladies required to dress to equivalent standard.
Wine Dinners	Depends on event. Jacket and collared shirt. Marcel to decide whether tie is required and will communicate in promotional materials.
Wine Classes	Jacket and collared shirt {tie optional}, ladies required to dress to equivalent toe
Welcome Back Reception	Smart Casual Attire
Member Guest Golf Days	Jacket and collared shirt {tie preferred}, ladies required to dress to equivalent standard
Directors Dinner	Jacket and Tie {optional black tie}.
Annual General Meeting {AGM}	Smart Casual/golf attire
Remembrance Day	Jacket and Tie

- \*Under no circumstances is denim allowed at the Club.

## Appendix 1.2

### The Toronto Hunt

#### Pace of Play and Code of Conduct Protocol for Toronto Hunt Golf Members and Guests. – Final Draft October 13, 2018

##### Purpose

The purpose of this pace of play and code of conduct protocol is to ensure all golfers enjoy the opportunity to play 9 or 18-holes at the Toronto Hunt in 2 hours or 4 hours respectively. This protocol gives all golfers the information they need to keep their pace of play appropriate or where that is not possible to adjust their pace of play to ensure all golfers on the course can enjoy playing in the appropriate time.

It is the responsibility of all players whether members or guests to be informed, aware and willing to ensure that their group's pace of play allows all golfers to enjoy their experience at the Toronto Hunt.

##### Pace of Play Defined

Appropriate pace of play is defined as keeping up to the group playing ahead of your group and being able to complete a round within the time guidelines above. A two-some should keep up with a two-some, a three some with a three-some and so on.

Slow play is defined as the loss of position on the golf course by being more than 14 minutes (one full hole) behind the equivalent size group in front. Where the group does not close the gap within a reasonable time, there is an expectation that the slower group will proceed to the next hole and regain position on the course.

If the tardy group is playing a casual game, each player should record her/his handicap score for the hole not played or completed and continue to ensure proper position on the course is held appropriately.

##### Guidelines to Improve Pace of Play

###### **Play the tees that are appropriate for your handicap.**

At the Toronto Hunt:

Silver Tees – 35+ index

Red Tees -25-34 index

Blue Tees -15-24 index

Black Tees – up to 14 Index

## **Play Ready Golf – Keep the Pace**

- Playing when ready (except in match-play competition). If you are ready to play and can do so safely (the group in front is safely out of the way) without prejudicing the play of your fellow competitor “just do it”.
- Do not play the “honour” system. Play “ready golf” as a matter of honour.
- Allow short hitters to tee off first.
- At the tee play ready golf or establish a set order off every tee.
- Take head covers off at the start of the round and do not use them while playing because putting them off and on wastes time every time.
- Have your club in hand and be ready to hit when it is appropriate to play.
- Two practice swings are generally enough.
- Be ready to execute your shot as soon as you are set up. Setting up over the ball and focusing on the ball for more than 3 seconds is not a predictor of success and is a factor in slowing the pace of play.
- Read your putts while others are making theirs and be ready to putt when it is your turn. Employ continuous putting whenever possible (except in match-play competition).

### **What can you do to assist?**

#### **You can help by:**

- Ensuring that every player in your group takes responsibility for their pace of play and understands the pace of play and code of conduct protocol.
- Ensuring every player in your group is aware of your group’s place in the field and act to improve your group’s position if you are losing place on the field.
- Embracing the code of conduct expectation that twosomes and threesomes will be asked to pair up with others to keep the pace of play appropriate.
- Walk briskly between shots.
- Never leave your golf bag at the front of a green; always leave it to the side nearest the next tee.
- Never mark your card while on or near the green. Score cards are marked on next tee while other players are hitting.
- Leave the green after your group has finished the hole. Do not retry putts or practice putting.
- Cart users be aware of the extra time taken in sharing a cart and look for ways to speed up play.
- Cart users move ahead of walkers to look for possibly lost balls.
- Cart users position the cart for easy access when leaving the green to reduce the number of times that you get in and out.
- Cart users drop playing partner off at their ball and continue to their ball and prepare to play ready golf.

### **Responsibility of the Score Keeper**

This role can be assumed by the most competent and diligent player in the group who is willing to play the role.

The score keeper is to record the time of tee off (first tee shot) and the time of finish (final green exit time) on the top of the scorecard and provide the card to the Pro-shop staff upon completion of the round.

### **Pace of Play Enforcement**

As stated, it is the responsibility of all players whether members or guests to be informed, aware and willing to ensure that their group's pace of play allows all golfers to enjoy their experience at The Toronto Hunt.

It is not the responsibility of members or guests to enforce this pace of play and code of conduct protocol.

This protocol will be enforced by the appointed Player Assistant, Assistant Golf Professional, Head Golf Professional or General Manager. All or any of the above are authorized to be acting Course Marshalls.

### **Enforcement During Casual Play**

If a group falls behind as outlined above, the Player Assistant will issue the group with a request to pick up the pace of play. The group will be given 15 minutes from the point of request to regain their position in the field (directly behind the group in front).

It is expected that the tardy group will respect and obey the directions of the acting Player's Assistant.

If the group does not regain their position in the time allotted, the Player Assistant will instruct players to pick up their golf balls and proceed immediately to their place in the field behind the group in front. There is no penalty for this in a casual game.

### **Enforcement During Casual Play**

In the unlikely event that a group refuses to regain their place on the field, pace of play clarification letters will be sent to members advising of the pace of play and code of conduct protocol as well as outlining expectations for their future play at the Toronto Hunt

### **Consequences for Pace of Play violations**

- 1<sup>st</sup> Offence – where direction from appointed staff is refused. Written clarification from appropriate Golf Captain and Golf Chair.
- 2<sup>nd</sup> Offence – where direction from appointed staff is refused. Written warning from appropriate Golf Captain and Golf Chair and further actions that may include, but not limited to, requiring individuals to play in non-peak times, outside of competition times or being teamed with other playing partners.
- 3<sup>rd</sup> Offence – where direction from appointed staff is refused. Written notice from Golf Captain and Golf Chair which will include play restrictions including possible suspension of playing privileges.

## **Enforcement During Competitions.**

1. Each group is required to keep up with the group in front of them.
2. Each member in the group is responsible for the pace of play of the group.
3. At the end of the round, score cards should be returned to the pro-shop no more than 5 minutes after completion of the round. Cards returned after this time will be deemed as part of the time taken to complete the round.
4. Upon returning the cards to the pro-shop, staff will record the time the cards were returned against the tee time for that group. Note: the time on the pro-shop wall will be deemed to be the actual time.

## **Consequences for Pace of Play violations**

The following outlines the penalties for not meeting the pace of play standards:

1. Players completing the return of cards within 4 hrs. 20 mins of tee time NO PENALTY.
2. Players completing the return of cards more than 4 hrs. 20 mins after tee time, but less than 14 minutes behind the group in front. NO PENALTY.
3. Players completing the return of cards more than 4 hrs. 20 mins after tee time, and between 15– 20 minutes behind the group in front. 2 STROKE PENALTY for each player in the group.
4. All players in the group completing the return of cards more than 4 hrs. 20 mins after tee time and more than 20 minutes behind the group in front are disqualified.
5. The pro-shop staff has no discretion on any of the above. Any disputes will be directed to the appropriate Ladies' or Men's Golf Committee Captain for review and resolution.
6. The appropriate Ladies' or Men's Golf Captains upon recommendation of the Pro-shop staff, reserve the right to alter these procedures in the event of any unusual or exceptional conditions.

## **Pace of Play - 10 Directives**

- Start smart. "Tee it Forward". Play from the tees that are right for you.
- Keep up with the group in front of you.
- Play "ready golf". Hit when ready and it is safe to do so.
- Plan your shot before you get to your ball.
- Keep your pre-shot routine short. Aim for 20 seconds or less.
- Line up your putt while others are putting. Continuous putting is preferred.
- Leave your clubs, bag, carts on the green side closest to the next tee. Leave after holing out. Record your score on the next tee.
- Picking up your ball is permitted by the Handicap System if you are out of the hole.
- Keep it moving. Be efficient with your valuable time, as well as everyone else's.
- Play 9 holes in 2 hours or less: 18 holes in 4 hours or less at The Hunt.