

CHIEF FIREARMS OFFICE - ONTARIO SHOOTING CLUBS AND RANGES

Welcome

•Public safety is the founding principle upon which the Firearms Act was enacted and the Canada Firearms Program is run.

•The goal of the Chief Firearms Office is to schedule an inspection of each range every two (2) years, with the possibility of additional unannounced visits.

Highlights:

Range Baffles	2
Steel Reactive Targets	2
Club Executive	3
Club ATT's	3
Renting your Range	3
Q and A	4, 5

Attachments:

Article: Lead Exposure Among Recreational Shooters

Article: Pellet Guns, Firearms and Weapons – Dunn v. HMQ

CFO Flyer: Buying Firearms on the Internet - CAUTION

Contact us at:

1-800-731-4000

We're on the net!

www.rcmp-grc.gc.ca

The Chief Firearms Office would like to inform you that Chris M. Wyatt officially retired from his duties as the Chief Firearms Officer as of December 31, 2014.

We are pleased to announce and welcome Superintendent William V. Price as the incoming Chief Firearms Officer.

Please note: A change was made to our Provincial email address, from @ontario.ca to @opp.ca. Please update your records.

Shooting Range Seminar

The Chief Firearms Office will not be hosting our annual shooting club and range seminar in 2015. We will resume hosting the seminar in the spring of 2016.

Our office welcomes any new ideas you may have for our Shooting Club and Range Seminar. Please submit your ideas to carol.bayne@cfp-pcaf.ca.

Shooting Ranges

There are 230 club-run Shooting Ranges and 33 Private Shooting Ranges in the Province of Ontario. Range Inspectors from the Chief Firearms Office inspected 139 club-run Ranges and 20 Private Ranges in 2014. The CFO has received excellent cooperation from all range operators at these inspections.

Upon completion of a bi-annual inspection, a "Range Inspection Evaluation Form" is sent out to the club along with the range inspection report. The CFO would like to thank the clubs that have returned the completed forms; the feedback has been very informative.

Emergency Information

For the safety of each club member, emergency contact information must be posted on each approved range at your range location. It is also suggested that best practice would be for a member to either carry a cellular phone with them while out on the range in case of emergency or at the very least a telephone be available at the club in case of injury.



Handgun Safety Training

Prior to requesting an Authorization to Transport (ATT) for a new or renewal club member, the club must be confident that the member is proficient in the handling of firearms.

Each new member requesting an ATT for target practice must first receive mandatory firearms training. This training must include both classroom lectures and actual range instruction.

Training sessions should be held until the instructor is satisfied that the student has retained the information and can clearly demonstrate what he or she has learned.

Best Practice – Trap Houses

The best practice for covering trap houses to prevent ricochets is to cover the back wall of the trap house with a layer of dirt piled against the wall, or covering the back wall with non-ricochet material; soft rubber or plywood.

Email Address

Moving forward we would appreciate if your club/range contacts provided our office with an email address, specifically the Shooting Range Contact and Authorization to Transport, Shooting Club Representative. This would not only expedite the flow of information as well as save trees!

Bi-Annual Inspections

Prior to your next bi-annual inspection please ensure that the condition of your range is accessible; the grass and weeds need to be cut on the backstops and side berms so that they range inspectors can inspect the ranges.

Proposed Upgrades/Changes to Range

Prior to implementing any proposed changes at your current range location, your organization must **submit a proposal in writing** to the Chief Firearms Office. At that time, our office will assess your proposal to determine if a range inspection will be necessary.

Do not attempt to contact the Range Inspectors directly to request an inspection. All range inspections are approved and assigned within the office. If you wish, you may send your request to Sgt. Peter Niedermaier by email at peter.niedermaier@opp.ca, by fax at (705) 329-5623 or by mail.

Open House Events

Please contact and advise us of any “open house events” or large shooting competitions so that we can partner with you by setting up a CFO display and assist your club with liability waivers, organization and planning.

Sgt. Niedermaier, Supervisor of Shooting Clubs and Ranges is available to attend clubs to provide informational CFO PowerPoint presentations.

Shooting Range Baffles

Shooting Range baffles are placed overhead and in front of a firing line to restrict and interrupt the travel of errant bullets. These baffles provide an additional layer of safety to the shooting club and the public. They can also be used to redirect or suppress sound waves produced when bullets are fired. If your club is looking to add or modify a shooting range baffle please contact the CFO. We have information on various forms of safe acceptable baffle designs.

Additional Shooting Disciplines

Each approved shooting range has been given a range approval certificate that outlines, on page three, the shooting ranges and disciplines currently approved on each range. If your organization would like approval for additional disciplines, you are required to submit this request in writing for review by our office. This review may require a shooting range inspection prior to a revised approval certificate being issued. Until a revised approval certificate is issued, the range may only be used for the disciplines listed on the current certificate.

Please Note: If it's not listed on your range approval certificate then it's not approved by the CFO or your insurance carrier.

Steel Reactive Targets

The following conditions regarding steel reactive targets use will be placed on Page 3 of your Shooting Range Approval:

All steel targets must be bunkered for regular day to day use and shrouded for competition use. All steel targets shall be shrouded or clad with a covering constructed of wood and is designed to protect exposed steel hinges, angled or plate steel, bases or other mechanisms used to operate the steel, so as to eliminate random ricochets from bullet strikes to that portion of the target array that is not intended as the striking surface of the target. This is to include bases, supports or stands used in conjunction with the targets.

Steel Reactive Target Guidelines

Placement

- as close as possible to backstop
- at right angles to firing line
- rim fire rifle/ centre fire handgun > 10 metres from backstop
- centre fire rifle > 50 metres from backstop (section 1.10, page 28 of manual)

Design

- armour plate steel impervious to ammunition being used (no deformation-AR500)
- designed to move or fall forward to prevent backslash or ricochet

Shrouding

- shrouds or covers are designed to capture the bullet splatter and withstand perforation
- all steel targets shall be shrouded or clad with a covering constructed of wood and is designed to protect exposed steel hinges, angled or plate steel, or other mechanisms used to operate the steel target so as to eliminate ricochets from bullet strikes to that portion of the target array that is not intended as the striking surface
- this is to include bases, supports or stands used in conjunction with the targets

For outdoor rifle ranges utilizing steel, please refer to figure 45, page 113

The Chief Firearms Office is currently working to design a “best practices” shroud for steel.

Renting Your Range

For clubs that rent their ranges to non member groups, the following information should be obtained before a rental agreement is signed:

- A full description of the various stages in the course of fire including firearms used, rounds fired, target placement and distance to engagement.
- A range diagram showing location of targets.
- The proposed number of range safety officers to be used.

-Proof of insurance, including a letter from their insurance company indicating that their club or business can provide a minimum of \$2 million in general liability insurance per person per occurrence and that your range and all facilities are covered in the event of an accident.

-Your club will need to post an observer to ensure all shooting on the range does not exceed your "shooting range approval".

Please note: This policy does not apply to police agencies.

Club Membership

Enclosed you have been provided with a copy of the CFO forms which with respect to matters dealing with licensed individuals and club membership revised February 2012. Club executive should inform their members that they must be a member in good standing (paid membership) to be entitled to a long term Authorization to Transport.

Changes to ATT's

Enclosed you have been provided with a copy of the CFO memorandum to all Ontario shooting clubs dated January 28, 2013.

This memorandum outlines the wording changes to Authorizations to Transport for club members.

Club Executive Changes

Enclosed is the Chief Firearms Office form "**Annual Club Executive Notification**". This form is to be completed and submitted to our office at least **annually**, and more frequently if there are any changes to your club executive throughout the year.

Succession Planning

When changes occur in Club Executive, please ensure all documentation is handed over to the incoming executive. This will result in a smooth transition period. New Club Executive can contact the CFO for assistance with their new roles.

Authorization to Transport (ATT) – Shooting Clubs Ontario

Enclosed is the **Authorization to Transport - Shooting Clubs – Ontario, Chief Firearms Office form letter**. In order to process an ATT for your members, the ATT – Shooting Club Representative is required to complete and submit this form for any **new or renewal** members. When completing this form, please ensure you have included the member's **Firearms Licence number, last name and first name**.

In order to process your ATT requests in a timely manner, each Shooting Club should submit the request forms *four (4) to six (6) weeks prior* to your club expiry date. Incorrect or incomplete forms will be returned to your ATT – Shooting Club Representative for correction.

This form is the only form the CFO will process.

Insurance Requirement

Each shooting club and range is required to **maintain** a minimum of \$2 million of commercial general liability insurance. You are **not required to submit** a copy annually to the CFO, but you must be able to provide a copy if requested by the CFO.

Frequently Asked Questions and Answers

I will be staying at my cottage for 2 months in the summer. Does my current Authorization to Transport which allows me to transport to and from the shooting range cover me?

You are required to call the CFO for principal residence change or alternate storage at the cottage.

An ATT has expired; because it was issued to the expiry date of the individuals firearms licence. The individual has now renewed his or her licence. Is it the club's or the individual's responsibility to send a request to the CFO to renew the ATT?

It is the responsibility of the individual to ensure that their licence is renewed and that they have a valid ATT.

It is the clubs responsibility to apply for the ATT's for their members. Who is responsible for keeping track of the expiry date of the ATT's?

It is the individual's responsibility to keep track of their own ATT.

If frangible bullets are used, do we have to shroud the steel?

If using frangible bullets there is no need to shroud.

In the event of a house fire, should an individual store their firearms at a friends house?

Have the police take possession of firearms or deal with the police at the scene or arrange for alternate storage with the CFO.

What should you do if a firearm is left unattended at a range?

Secure the firearm safely.

What information is required on a Land Use Agreement?

A land use agreement may be required if all shot does not fall on the land owned by your club. Although there is no standard form for a land use agreement, it must state that the land owner is aware of the shooting range location, the shooting activities, that shot may fall on their property and the owner gives his consent to this. The agreement must be signed by both parties and dated.

A club in Ontario has a generic template on their website; the invitation is filled out and then emailed back to the club. Is this acceptable?

Yes, a generic template on a club's website is acceptable to invite persons with a long term ATT from another club to shoot at your club.

How long are records required to be maintained? What information needs to be kept?

Records must be maintained for 6 years. The information is outlined in the Shooting Club and Range Regulations – Section Records 14 – page 194 in the *Canadian Firearms Centre - Range Design and Construction Guidelines September 1999*.

If a club still has the old ATT wording on their member's ATT's do they require an invitation?

No they are not required to have the invitation yet. The Club should advise members that this requirement will be included when they receive their next ATT.

How do you find out if a non-restricted firearm is lost or stolen when you are buying a firearm from an individual?

Contact your local police.

Is the long gun registry destroyed now?

Except for records related to Quebec licencees, destruction of the long gun registration was completed by Ottawa the end of October 2012.

What is a reasonable time to produce an invitation?

A reasonable time frame to produce an invitation is 24 hours. However, there may be circumstances where a longer period is appropriate.

Is a digital invitation on a smart phone acceptable?

Yes, a digital invitation is a great idea; less paper.

How can someone apply to teach the non-restricted and restricted firearm safety course?

You can apply to become a firearms instructor by contacting the FSES by the website FSES.org. In the fall of 2013, the Chief Firearms Officer will be designating approximately 30 new instructors.

Should all guests sign a liability waiver?

Yes all guests should sign a liability waiver.

Should a private club renting to a security company for re-qualification ask for a copy of the company's insurance?

Yes the club should request a copy of the company's insurance.

If the police want to rent our range, do they have the same rules?

Yes the police have to follow the same rules as the club and it is the club's decision if they want to allow the police into their range to shoot.

If a police officer wishes to practice with their service firearm are they allowed to transport and target practice at section 29 range?

A police officer must have a letter of permission from the Chief or Commissioner and the type of firearm must be approved for discharge at your range. Fully automatic firearms are not allowed on Section 29 shooting ranges.

Our club rents to the police; do the police have to sign in?

A condition of your rental agreement should be that the police must keep record of all range users at the range.