

# Sackville Rod and Gun Club Range Safety Handbook & Range Policies



## Club ranges – Walker Road and Landing Road

**Revised January 2023**

This handbook provides a common tool for the Sackville Rod and Gun Club to provide a safe and enjoyable shooting experience for all members.

It identifies rules and policies of the range that members must follow.

## History

- The Sackville Rod and Gun Club (SRGC) was formed in 1979 and operates two approved shooting ranges for the use of its members. We are a not-for-profit organization that supports many community projects and has a focus on youth and outreach in our area.
- The Walker Road Range was originally constructed (early 1990s) on Crown Land in cooperation with the NB Department of Natural Resources to support local hunters who wished to sight-in their hunting rifles and has evolved to the facility it is today. Originally used by DNR to allow for the administration of the shooting test required for moose licenses in those days, the Sackville Rod and Gun Club began leasing the range from the province in the early 2000s
- The Landing Road Range was created in the early 1990s as a result of the request from the Town of Sackville for us to host clay shooting events for the town's Fall Fair (in those days called "Marshland Frolics"). The land is leased from the Town of Sackville and used on a weekly basis for organized clay bird shoots.
- The SRGC leases the land on a not-for-profit basis and is considered by the NB CFO as the owner and operator of the range.
- Money from your memberships go to support our firing ranges. Running these properties is not cheap so please take pride, show respect and leave our ranges better than you found them! Do not damage property and report any improper use to the SRGC Executive.

## General Range Membership Benefits and Obligations

- The shooting membership includes all club rights and voting privileges, and provides access to the ranges.
- **All range users must have a valid shooting membership (or a valid guest pass) and have their membership card in their possession at the range at all times.**
- Members are covered by the National Firearms Association's Liability Insurance policy, and are covered for all legal hunting, fishing, and shooting activities.
- Membership includes membership to the New Brunswick Wildlife Federation
- Any youth member or any guest under the age of 18 must be supervised at the range by an adult member of the Sackville Rod and Gun Club who has range privileges.
- Hours of operation are dawn to dusk.
- The shooting membership includes a membership card received after you join.
- The club sends membership information to the Chief Firearms Officer in Fredericton, and they add to your licence, if required, the ATT (Authorization to Transport) for restricted or prohibited firearms. You must belong to an officially recognized range in order to receive an ATT for restricted firearms. We are such a range.
- Your shooting membership card covers you for the transport of your long guns to and from your home and the club range during both hunting and closed seasons.
- Please ensure that you have your PAL (Possession and Acquisitions License), and your club membership card with you at all times.
- When you are at the range, our Range Officers, or any member, may ask to see your membership card. You may be asked to leave if you do not have your shooting membership card with you.
- No person or member shall undertake a commercial/for profit activity of any type on range property without the express written permission of the Sackville Rod and Gun Club executive.

## Your SRGC Range (Shooting) Membership Card

- Shows that you are a member in good standing of the SRGC and that you are authorized to use the range. Your card is accepted by Public Safety Conservation Enforcement to transport your long gun(s) from your residence to the range, or any other approved range, and return any time of year.
- May be required by another range if you are a guest at that range.
- Will be required by the NBCFO and outfitter if buying a restricted firearm.

### AS A MEMBER OF THE SRGC AND RANGE USER YOU HAVE A PERSONAL RESPONSIBILITY TO:

- **follow range rules;**
- **maintain safe firearm handling at all times;**
- **follow safe range procedures;**
- **report unsafe activities;**
- **respect Range Officers' instructions;**
- **be considerate to every other person who uses the range; and**
- **be a good club member.**

## Range Operations

- **The SRGC is the owner/operator** of the Walker Road Range along with the Landing Road Range as governed by its lease agreement with the Province of New Brunswick and with regard to the operation of the Range under the Firearms Act and NB Firearms Officer. The SRGC is considered the range owner for the purposes of ensuring that the Range meets NB Firearms Officer approval and inspection standards.
- **The Range Manager** is nominated by the SRGC executive and confirmed by the Membership. The Range Manager working with our Chief Range Officer is the primary liaison with the NB Firearms Officer in arranging Range inspections for approval/certification purposes. The Manager serves as a liaison to the executive and provides day to day management oversight as needed.
- **The Chief Range Officer** is nominated by the SRGC executive and confirmed by the Membership and oversees the general safety and required upkeep of the Range and works with members who have volunteered and have been trained as Club Range Safety Officers. Safety issues are usually brought to the CRO's attention.
- **Club Range Safety Officers** who are also known as **Range Officers** are SRGC members who have completed the one-day Royal NB Rifle Association, Range Safety Officer course or the SRGC Range Officer Course. They have been issued identifying safety material and are designates of the Chief Range Officer.

**Any Range Officer has the authority at any time to:**

- *Take control of, and run firing lines in the case of multiple shooters at the range or on a firing line;*
- *Verify that range users are valid members of the SRGC;*
- *Immediately stop any unsafe practices they observe and take corrective measures; and*
- *Report any violations to the Executive, Chief Range Officer or police of jurisdiction as necessary.*

**Walker Road Range Details**

The Walker Road Range is located at 485 Walker Road in Sackville, NB. It is currently divided into four separate lanes/configurations, along with a bow/archery lane:

- Our 100m lane is considered “range 1” and is authorized for use of rifles and shotguns (with slugs only). It consists of a single firing line (shared with the other ranges) with a covered shooting shelter and several outdoor firing points. The club provides wooden target holders at a distance of 100m from the firing line as close to the earthen backstop as possible.
- Our 50m lane is considered “range 2” and is authorized for use of rifles and shotguns (with slugs only). It consists of a single firing line (shared with the other ranges) with a covered shooting shelter and several outdoor firing points. The club provides wooden target holders at a distance of 50m from the firing line as close to the earthen backstop as possible.
- Our 25m lane is considered “range 3” and is authorized for use of rifles, handguns, and shotguns (with slugs or shot). It consists of a single firing line (shared with the other ranges) with a covered shooting shelter and several outdoor firing points. The club provides wooden target holders at a distance of 25m from the firing line as close to the earthen backstop as possible.
- Our trap lane (16m) is considered “range 4” and is authorized for use of shotguns with shot. It consists of five concrete pads and clay targets may be launched towards the earthen backstop on our 50m range. All other range use must cease when this area is in operation. The club has purchased a varied-direction trap thrower and will hold special events on this range.
- Our bow/archery lane is approved for use of any type of bow or crossbow and is a maximum usable distance of about 35m long. There is a small earthen backstop along with a wooden backdrop and additional hay bales and Styrofoam to help control arrows. ABSOLUTELY NO FIREARMS are permitted on the archery range. Users should bring their own targets/blocks as the club does not provide these.



## Walker Road Range Guests

The SRGC range is 'private' but we also support the promotion of recreational target shooting and encourage family and youth participation. We welcome members' guests to the range, but there are some specific conditions that apply for guests:

- All shooting guests must be registered either online or through a paper form for insurance purposes;
- The SRGC keeps records of all guests and will provide them to the NB CFO if requested.
- Unregistered guests will be instructed to leave the range;
- Shooting guests who are accompanied by a current member can visit our range for a fee of \$5 but must register through either our online (web) or paper form and pay via email transfer;
- Those who are not accompanied by a member but wish to purchase a day-pass must obtain a sight-in permit from the NB Department of Natural Resources and Energy (Dieppe – DNR), register either through our online (web) or paper form and pay the required fee (\$15) to the SRGC via email transfer.
- The member must assume all responsibility for the safety and conduct of their guest.
- Anyone bringing a minor or child must ensure the minor or child does not disturb other users, or pose a safety concern to themselves or others. Minors or children must be either youth members of the SRGC or registered as a guest.
- Members must give the guest a safety briefing using the posted range rules as a guide before allowing them to shoot.
- The SRGC Guest Form will be the only form accepted by the SRGC to register a guest and the form must be submitted in advance of taking any guest(s). Guest form is at [Membership & Prices - Sackville Rod & Gun Club \(sackvillerodandgun.ca\)](http://Membership & Prices - Sackville Rod & Gun Club (sackvillerodandgun.ca)) and web form is at <https://forms.gle/LhqJYipnJo2hKBL49>
- The SRGC is a not-for-profit organization. Any member found to be using the SRGC guest privilege for personal profit or falsifying guest records or forms will be suspended for a calendar year and upon a second occurrence suspended permanently.
- Members and guests must sign-in the range logbook with name, date, time.
- As a lease condition to have public access, the Department of Natural Resources and Energy (DNR) refers individuals to our range for "sighting in" activities.
- NAPA Auto Parts keeps a copy of the guest forms on site in Sackville. Guests may leave completed forms with payment there if convenient.

This is available at a cost of \$15 per day, per person (see link above). Sighting-in permits can be issued for any day of the week for specific times but have their own rules attached.

## Walker Road Range Design

- Our range is considered a “general outdoor range”. You will note that the range floor slopes towards the backstop so that the floor drains and any floor impact ricochets are directed into the backstop.
- There is banking on the outside of our range areas that reduce the likelihood of an errant ricochet from escaping to the adjacent area. The side banking is not to be used as a backstop. All shooting is directed toward the backstops.

## General Walker Road Range Safety Rules and Regulations

- Safety is everyone’s responsibility. Our number one concern is to run a safe range at all times. Remember ACTS and PROVE!!!
  - Respect the red firing line; it is there to keep you and others safe.
  - The directions of a Range Officer are to be obeyed immediately and without question.
  - Alcohol and drugs are not permitted at the range at any time.
  - Our range is approved for rifles, shotguns, and handguns as detailed further.
  - Hunting is NOT allowed on the leased property.
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- Access may be restricted when range repairs are being made or events being held.
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- When more than one person is using the range, one person must act as range officer and supervise the firing line.
  - Make sure your gun is unloaded and action opened when approaching the line.
  - Never point or sweep a gun at people.
  - Load the gun at the firing line when range is clear, red flag is raised, or told to do so by a Range Officer.
  - Keep the muzzle pointed downrange at all times when loaded (not up or down).
  - No cross firing. Shooters must shoot within their firing lane.
  - Ensure your target holder is within the arc of fire of the backstop (i.e. the bullet will impact the backstop between the high points and not the forest behind or to the sides).
  - If you do not have your current membership card with you while at the range, you will be asked to leave.
  - No walking down range while carrying a firearm.
  - Members must assume all responsibility for safety and conduct of their guests. Members must notify the SRGC prior to the guest visit.
  - All members and guests must log-in by signing their name and date of visit in the logbook. Include the time of visit as well.
  - In case of emergency, call 911.

## Procedures and Policies Specific to the Walker Road Range

### Parking

- The driveway to the gate must be kept clear at all times so that members can enter and exit, and if needed, emergency vehicles have access.
- There is room for at least three vehicles without blocking the access gate if people park responsibly. Please respect the handicapped parking spot and leave it free for our members who struggle with mobility.
- There is an expanded parking area at the top of the hill beside our archery range if the other spots are taken. Be sure to still walk down the road and change the signs/flag and sign the log book rather than hiking through the woods to enter the range.

### Range-In-Use Sign

- Make sure the sign is set to “In Use” when you enter the range and set to “Not-In-Use” if you are the last out. Remember you may not see someone on the range when you enter.

### Log Book

- The log book is a legal requirement of the NB Chief Firearms Officer. Sign-in with member name, date and time only. If something at the range needs repair, make note of it in the log book as the Chief Range Officer checks the book weekly.

### Red/Green Flags

- The red flag indicates that the range is active.
- There is a flagpole at the entrance as well as at the firing line.
- Please raise the red flag at the entrance when you arrive and the green one if you are the last one to leave.
- The flagpole at the firing line should be used to aid the control of the firing line by the appointed range officer. When multiple groups are using the range, you should raise and lower the appropriate flag (red – active / green – inactive) so that people may check and replace targets in a safe and organized manner.

### Permitted Firearms at Walker Road

- **Center-Fire and Rim-Fire Rifles as well as shotguns with slugs are approved on the 100m and 50m areas ONLY.**
- Center-fire and rim-fire rifles, pistols, and shotguns (slugs or shot) are approved for the 25m area.
- Clay shooting (trap) may take place on the approved range 4 design in front of the 50m backstop. When this range is operating, all other shooting must cease.
- The range is restricted to standard handgun and hunting calibres
- **.50 calibre center fire rifles are prohibited** due to backstop damage, report and potential overshoot risks.
- Shotguns with shot are permitted on the 25m lane, however we ask that you be conscious of not destroying the target holders. Consider bringing a sheet of cardboard to staple between the uprights to minimize damage to the wood. The purpose of allowing this shooting is to let our members pattern their shotguns for ethical hunting harvests such as for wild turkey. If there is excessive damage to uprights and property we will reconsider their usage.



- **Black Powder** – Black powder firearms are permitted, however be conscious of other users if they are nearby due to excessive smoke. Be conscious of the wind direction. It may be best to operate these at a bench where there are no other users active. (There is a black powder club in Moncton on McLaughlin Road - Buckskinners)

- **Bows/Archery** – Bows and crossbows may be used on the Bow Lane and the other ranges if firearms users do not object. No targets are provided so bring your own target blocks.

- **ABSOLUTELY NO FIREARMS** may be used on the bow/archery lane. The archery lane is not designed or approved for shooting firearms. Anyone caught shooting firearms on the archery lane will be asked to leave and this will be reported to the SRGC executive and will result in loss of range privileges.

### **Targets**

- Paper and cardboard targets are encouraged for use at all times.
- Rubber flipper targets are encouraged for those wanting quick feedback.
- **DO NOT** shoot at “steel”, glass, or hard plastics because of ricochet risks and secondary debris risk.
- Balloons, paper plates, soft rubber are approved but clean up afterwards.
- **DO NOT** shoot at the target holder supports.
- Ensure your target is within the “arc of fire” for the range and your shooting lane.
- Sporting clays may be used as rifle or pistol targets as long as large pieces of debris are picked up after shooting.
- Remove your target paper and place in trash when done.
- **DO NOT** shoot at rocks as this poses a severe ricochet hazard
- **DO NOT** shoot at birds, or other wildlife that may be present on the range. To do so is a NB Wildlife Act violation and can result in prosecution.

**The use of Tannerite ©, other similar binary explosive mixtures or exploding target disks (Firebirds) is strictly prohibited at the SRGC range. Tannerite is highly explosive when impacted with a high velocity bullet. Shrapnel, loud audible explosive force and fire hazard are known results. Exploding target disks can ignite target holders. Anyone using or attempting to use Tannerite will be reported and have their range privileges terminated.**

### **A Word about Steel Targets**

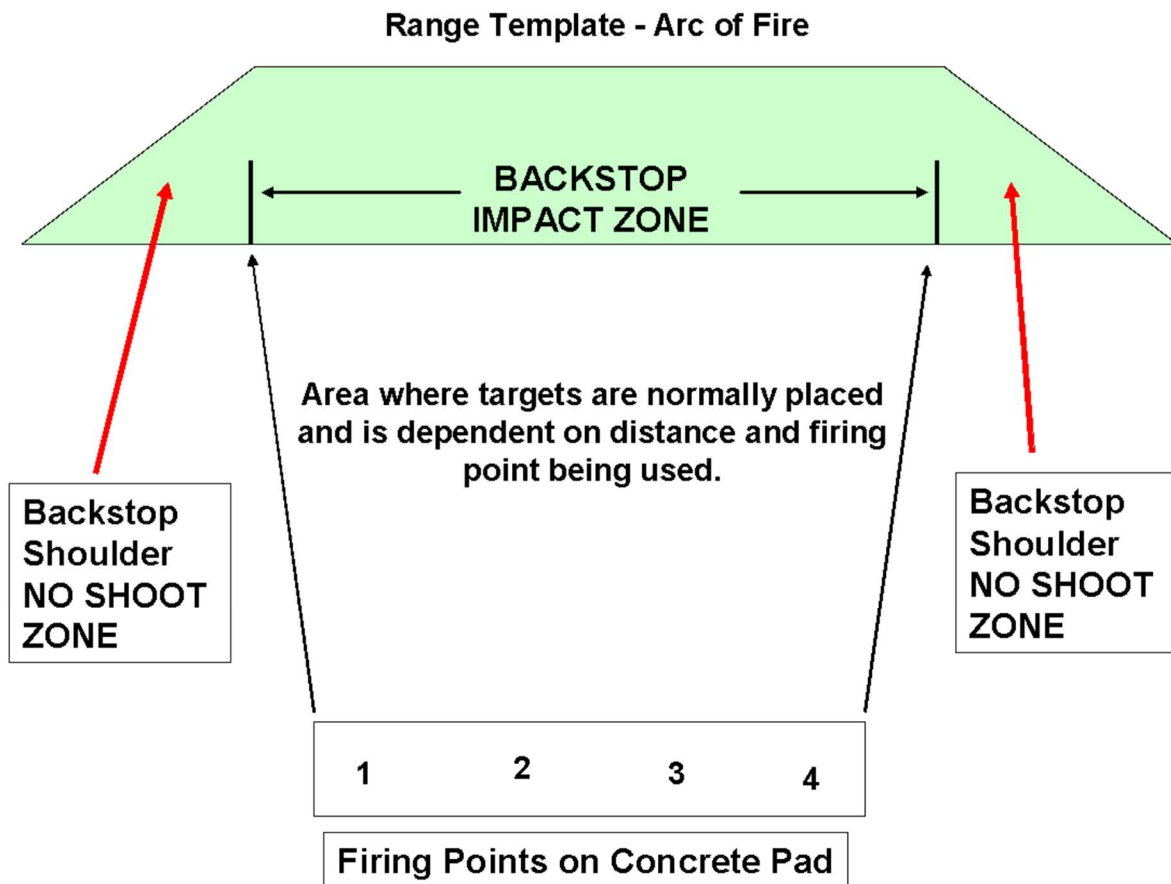
- Shooting at something that provides immediate feedback (ex; “gong”) is an excellent training technique but our range is not designed for “steel” targets. The ricochet hazard is extreme with steel. “Steel” requires a designed range and trained safety officers.

- The slope of the range floor directs projectiles into the earth backstop; this slope can cause a ricochet from a steel target to come back in the direction of the shooter (backsplash) and cause damage to parked vehicles, serious injury or potentially death.

- Size does not matter; all steel targets are prohibited irrespective of calibre of firearm.
- If you desire to have immediate feedback consider using soft plastic swinging targets, suspended hockey pucks, or soft plastic containers. Just clean up afterward.
- **Anyone shooting steel will be asked to leave, and will be reported. Loss of range privileges could ensue.**

### Arc of Fire

Target holders are to be placed such that when the projectile passes through the target it will impact the earthen backstop in the impact zone as described below. The majority of users will shoot at the ones placed by our range manager but if you bring your own, be mindful of where you place your target holder.



### Target Holders

- Are provided by the SRGC through your range fee.
- Target holders must be placed so that the bullet that passes through the target

will impact the backstop within the “arc of fire”.

- They can be re-faced and repaired many times if the supports are not damaged extensively.
- Place your paper targets in the centre of the holder and NOT on the edge where the supports are.
- Do not shoot at items (spent shotgun shells, pop cans, etc.) placed on the top of the target holder. The point of impact should be from floor to top of target holder.
- Staple balloons to the center of the target holder, not the supports.
- New holders are put out on an occasional basis. (A true marksman does not worry about the look of a target holder ☺)

### **BYOT (Bring Your Own Targets)**

- Some members have their own target holders
- This is allowed as long as the construction does not pose a ricochet hazard
- Wood construction with nails or screws in the corners are acceptable
- Small metal frames used to hold paper targets or rubber disk targets are acceptable
- Large steel/iron target holders or metallic flip targets are **prohibited**.

### **Special Events**

- During the year “friendly shoots”, training sessions and “range days” may be organized by the SRGC to promote sport shooting and firearms safety. Range access may be limited on event days or during training events.
- Rentals are only made to recognized law enforcement agencies and conservation groups and are scheduled on weekdays to have minimal impact on weekends.

### **Outside Agencies and Law Enforcement**

- The terms of the SRGC lease allows for the rental of the range to RCMP, DNR, DFO, CWS, and other Peace Officers for official practice or training.
- Agency practice sessions are coordinated through the Range Manager.
- Peace Officers shooting as civilian SRGC members must follow SRGC range rules.
- A Peace Officer may at any time request to see the required firearms documentation of any person using the range.

### **Safe Operating Practices**

#### **Safety Checks**

- Ensure the “Range In-Use” sign is set.
- Ensure the Red Flag is raised.
- Ensure you have signed the log book (name, date and time)
- Loading of firearms is performed **ONLY** at the firing line when the range is clear or under command of a Range Officer.
- Eye and ear protection is mandatory.
- You are responsible for every shot you fire. Verify your target, backstop positioning, ricochet potential, and arc of fire before you commence firing.
- A small personal first-aid kit is useful for minor cuts, blisters etc. (there is one in the log book box)

## **Buddy System**

- If you go to the range alone, perform a check-in/check-out phone call with someone. Make sure someone knows where you are and when you are expected to return.

## **Firing Line Reminders**

- Do not cross the firing line if the range is “live”.
- Be aware and think safety. There are three shooting lanes and a clear line of vision to all shelters and shooting points. Watch out for yourself and others.
- Follow Range Officer commands.
- Everyone on the line should think like a safety officer.
- Anyone can call a “Cease Fire!” at any time if something does not appear right.
- Before going down range to check targets all firearms on the line must be unloaded, magazine removed, and the action left open.
- Individuals must ‘stand back’ from firearms when people are down range.
- For maximum safety, magazines should NOT be loaded while people are down range.
- A Range Officer may designate a “loading station” if needed.
- Rifles must be left on the shooting bench or rack unloaded when going downrange.
- Pistols must be holstered unloaded or on the shooting bench pointed down range, unloaded with action open. Semi-auto pistols should have action open and ejection port UP. Revolvers – cylinder/gate open
- Magazines must not be in holstered handguns if off the firing line. Only load a handgun on the firing line. A handgun is considered loaded if the magazine is in, even if empty.
- **Never handle any firearm while people are down range.**
- Entry to check targets must be in a controlled manner with a mind to safety. Do NOT check your targets until cease fire has been called. When cease fire is called it applies at all lanes.
- Let the Range Officer know if you have a problem with your firearm.
- Hang fire ...Inform Range Officer and/or wait one minute before ejecting.

## **Typical Range Officer Firing Line Commands**

### **Rifle and Handgun Range Commands (or something similar)**

- The range is hot (live)
- Are the shooters ready?
- Ready on the left, ready on the right
- Commence firing
- Cease-fire! Stop Stop Stop
- Unload firearm make it safe
- Place your rifle in the rack
- Range is safe
- Advance to targets

## Range Etiquette and Being a Good Member

- **Pick up your garbage**, old targets etc. and put them in the garbage can.
- Waste food items can attract varmints so please carry out waste food items.
- **Take a few minutes and pick up spent brass and clean off your shooting bench.**
- Put spent brass in the plastic pails that are provided.
- **DO NOT** put live ammunition in the garbage... there is a marked container for that near the 100m bench
- **DO NOT** become a “bench hog”; take turns when the range is busy.
- When the range is busy, the shooting bench is NOT the place to make extensive repairs or perform firearms stripping and cleaning
- If you must field strip, do so in a safe area with all ammunition secured. Range Officers may identify an area.
- Be mindful of people arriving or leaving who may not have put on ear defenders. Remind them you are “hot”.
- Be helpful to new members and make them feel welcome.
- If a new member or a guest seems unsure how to proceed, offer to guide them through range procedures.
- If you see something unsafe, immediately say something; leave a note in the log book if appropriate.
- Be a good example of a responsible range user.
- The Range Safety Officers are members like you who want to enjoy a safe range experience. They are there to keep everyone safe. Respect what they are trying to do.
- Take turns being the Range Officer. That way everyone gets a chance to shoot.
- **Before checking targets make your intention to go downrange is known and ensure others are “clear”. Make use of the firing line flags when multiple users are at the range.**
- When multiple lanes are in use, be patient and respectful if it takes someone a little longer to check their target. Stand back from your firearm while others are down range and **do not handle any firearm or ammo while someone is down range.**
- Make sure your gear is not obstructing others from moving around
- Never handle another person’s gear/firearm unless they give you permission to do so.

## Emergency Procedures

- Call 911 (cell coverage may be spotty).
- Identify yourself.
- Identify location as 485 Walker Road (Walker Road Range).
- Identify the specific nature of the emergency (medical, firearms, forest fire etc).
- Render first aid if required.
- If the emergency involves a firearm discharge, inform 911, ask for the RCMP to attend, and secure the area so that nothing is disturbed for the RCMP. The RCMP will want to interview all witnesses and persons at the range.
- Make notes if possible and notify the SRGC Executive as soon as practical.
- The SRGC is required to report any emergencies involving firearms to the NB Firearms Officer.

## **Procedures and Policies Specific to Trap and Skeet Shooting**

These policies apply to both Landing Road Range and/or Walker Road Range (range 4)

- All club members/guests must sign-in before shooting.
- Eye and ear protection must be worn when entering the shooting areas.
- Range safety is shared equally by all shooters.
- The range safety officer is there to control the event. Respect them and their efforts to provide an enjoyable event and to keep everyone safe.
- Use of sporting shotguns only. Shot size no larger than 7 1/2 (lead), max velocity 1300fps (target loads only).
- Control muzzle direction at all times.
- Shotgun is to be “open” at all time except when on a shooting station.
- Limit of 2 rounds in the shotgun (one for trap shooting at Walker Road)
- Only put shells in the shotgun once standing on the shooting station and directed by the range officer. He will explain the station and how many shells to load.
- You must open & empty the gun before leaving the shooting station to move on to another one.
- No picking up hulls during the round.
- Horse play is not to be tolerated.
- Zero tolerance to alcohol/drugs and being under the influence while shooting.
- Spectators are not to go onto the shooting fields (stay well back).
- Must be at least 2 people present to shoot, one must be a club member.
- Failing to comply with any of the above and you will be asked to leave the property.

### **MAJOR VIOLATIONS AND CONSEQUENCES**

- FALSIFYING INFORMATION ON THE CLUB APPLICATION FORM, GUEST FORM OR UNDERTAKING UNAUTHORIZED ACTIVITY AT THE RANGE CAN RESULT IN IMMEDIATE AND POTENTIALLY PERMANENT SUSPENSION.
- SHOOTING AT TANNERITE, EXPLODING DISKS, GLASS, COMPUTERS, HARD SHATTERING PLASTICS, AND STEEL TARGETS IS PROHIBITED, AS IS SHOOTING AT ANY OF THE CLUB PROPERTY (SHELTERS, SIGNAGE, ETC). THOSE CAUSING INTENTIONAL DAMAGE WILL BE HELD FINANCIALLY RESPONSIBLE AND MAY HAVE RANGE PRIVILEGES PERMANENTLY SUSPENDED.
- THE SACKVILLE ROD AND GUN CLUB WANTS TO PROVIDE A SAFE AND ENJOYABLE SHOOTING EXPERIENCE. ANYONE WHO DISREGARDS RANGE OFFICER DIRECTIONS, IS UNSAFE ON THE RANGE, OR IS ABUSIVE TO OTHER MEMBERS OR THE RANGE OFFICERS WILL BE REPORTED TO THE EXECUTIVE AND RANGE PRIVILEGES OR MEMBERSHIP MAY BE TERMINATED.
- IN THE CASE OF GROSS SAFETY NEGLIGENCE, THE EXECUTIVE RESERVE THE RIGHT TO TERMINATE MEMBERSHIP AND INFORM LAW ENFORCEMENT AND/OR THE NEW BRUNSWICK CHIEF FIREARMS OFFICER.