

Title: PSP Recreation – Sport Membership DSO 02-006

References: DSO 02-007 Disc Golf  
DSO 02-005 Pickleball

Effective Date: 08 May 2025

OPI: Deputy Manager Personnel Support Programs

### **AIM**

1. This order is to provide direction on the access and use of the 17 Wing Detachment Dundurn Recreation Sports Membership which includes pickleball, disc golf, and access to specific sporting equipment.
2. Specific direction for the Disc golf course and the Pickleball court can be found in the DSO's listed in the references.

### **SPORT MEMBERSHIP**

3. The Sport membership is available to the following individuals at tiered rates:
  - a. Regular members: NPP beneficiaries (CAF members and their families)
  - b. Ordinary members: Veterans and Civilian base employees
  - c. Associate members: Local community
4. This is an annual membership that is valid for one year from the day the membership is purchased. This membership is an option for those that do not want to purchase a full gym membership.
5. The cost of the membership and parameters is as follows:

Table 1

Tier	Annual fee	Disc Golf	Pickleball	1 day rental	Weekend rental	Weekly rental (max 2 weeks)
Military	\$ 20	√	√	FREE	FREE	FREE
Base employees	\$ 25	√	√	\$ 15	\$ 45	\$ 100
Civilians	\$ 45	√	√	NA	NA	NA

6. A one-time drop-in option is available for \$ 5 to try the pickleball and disc golf. Waiver must still be signed.
7. If equipment is brought back with damages that exceed normal wear, a quote for repair will be provided and the cost of repair, if deemed negligent, will be at the expense of the member.
8. Late charges:
  - a. A 15\$ fee per day will be charged for all late returns; and

- b. If items are more than 10 days late, an invoice will be issued to the borrower, and a notification will be added to the membership holders' account stating the member may not borrow equipment until the late charge is paid.

## **OPERATING HOURS**

9. Ref. DSO 02-007 and DSO-005 for disc golf and pickleball operating hours. The Sports Rentals will be available (✓):

Table 2

Dates	Days	Times	Appointment Only	Walk In
June 1 – Sept 1	Mon - Fri	0800 - 1500	✓	
Sept 1 – June 1	Mon - Thurs	0800 - 1230	✓	
	Mon - Thurs	1600 - 1900		✓
	Friday	0900 - 1230		✓
	Saturday	0900 - 1200		✓
	Sunday	Closed		
	Stat holidays	Closed		
31 Mar – 30 Apr (Inventory)	All days	Closed		

10. Please call 306-492-2135 ext. 4102 prior to pick up in the event of an un-forecasted closure. Please email [pspdundurn@cfmws.com](mailto:pspdundurn@cfmws.com) for questions and to reserve equipment.

## **LOAN/RENTAL PERIODS**

11. The equipment can be borrowed for the following periods:
- 1 day (Monday-Thursday)
    - Monday – Thursdays only; Includes overnight usage;
    - Equipment must be returned by the end of the following business day;
    - Please allow for time to assist the facility clerk with inspecting the equipment for damages.
  - Weekend (Friday to Monday)
    - Equipment must be returned at the end of the day on Monday;
    - In the case of a Stat holiday on the Monday, the equipment shall be returned by the end of day on Tuesday.
  - Week (7 Day)
    - Equipment should be returned before the end of the last day.
  - 2 Weeks (14 Days) (Equipment loans are not to exceed 14 Days)
    - Equipment should be brought back before the end of the last business day;

- ii. Members wanting to extend past the 2-week window must return the equipment to PSP for inspection and re-issue. This can continue unless the item has been reserved by another individual.

## **RULES AND REGULATIONS**

12. The following regulations must always be followed:

- a. Signed prior to borrowing or renting equipment:
  - i. PSP Sports Store waiver
  - ii. PSP Loan Card;
- b. Adult (aged 18+) are the only individuals authorized to sign for the equipment;
- c. Members who borrow/rent equipment are responsible for its safekeeping and security during the loan period;
- d. All equipment must be returned in the same condition it was when signed out;
- e. There will be a late fee of \$15/day for equipment returned after the loan period; and
- f. All equipment must be inspected prior to rental and after the item is returned by both the user and PSP staff.

## **ELIGIBLE EQUIPMENT**

13. The following equipment is a part of the 17 Wing Det Dundurn Sports Store Loan/Rental program:

### **Equipment that requires a fee: (See para 5 table 1)**

- a. 2 burner propane stoves (fuel not provided);
- b. Baseball Equipment (Bases, Bats, and Balls);
- c. BBQ (propane not provided)
- d. Broomball equipment;
- e. Canoe;
- f. Coleman Cooler (70 qt);
- g. Cross Country Skis sets (includes boots and poles);
- h. Fat bikes;
- i. Fold Up shelters and screen house;
- j. Golf clubs;
- k. Hockey equipment;
- l. Inflatable Paddle Board;
- m. Kayak – Double, single, or inflatable;
- n. Mountain Bikes;
- o. Outdoor bikes - Mountain Bikes and Fat Bikes;
- p. Paddleboard pump;
- q. Snowshoes - Children and adult;
- r. Spike Ball;
- s. Tennis racquet; and

- t. Tent (2 and 6 pers).

**Equipment Accessories (free)**

- a. 55L Dry Bag;
- b. Bike Lock;
- c. Cross Net;
- d. Disc golf sets; charges will apply if taken off site
- e. Double person hammock;
- f. Helmet;
- g. Life jacket;
- h. Marine Safety Kit;
- i. Paddles (canoe/ kayak);
- j. Pickleball racquets; charges will apply if taken off site
- k. Ratchet Straps;
- l. Roof rack for SUP's and Kayaks;
- m. Slackline;
- n. Sleeping pad;
- o. Solar lantern;
- p. Tarps; and
- q. Zero gravity chairs.