



Voila Boat Binder



Version 2024



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1 QUICK REFERENCE BOAT INFO

BOAT INFO	BOAT NAME	Voila	
	Year	1983	
	Model	Kelt 7.6	
	Hull #	ZKL70449M83H	
	Licence #	50E116060	
	Length	24'11"	7.59m
	Beam	9'5"	2.87m
	Water Draft	4'3"	1.29m
	Air Draft	33' approx..	9.9m approx..
	Displaced Tonnage	4188lbs	1900kgs max 5 persons

TANKS	Water	
	Gasoline Fuel	10 litres
	Waste	

RACING	PHRF LO Rating	
	PHRF LO Cert #	
	Bottom Paint	Bottomkote Racing Bronze

COMMS	MMSI #	316038043
	Call Sign	Voila



2 DAILY BOAT CHECK – FLOAT PLAN - CHECKLIST

Every time a Skipper takes a boat out for a sail, they are to complete the Daily Boat Check Float Plan - Checklist. The items on the list are to be checked prior to heading out and also upon return to make sure that the boat is ready for the next group.

If anything is missing from the list it is up to the Skipper to decide if the boat is sufficiently prepared to head out. Deficiencies in the list are to be noted in the deficiencies log and noted with the boat captain by email immediately. This is the only way they can be rectified, and safety of the vessels maintained.



3 STEPS TO GO SAILING

Please follow this procedure before you cast off. If there are any deficiencies, please note it in the deficiencies log book and report it to the boat captain, immediately.

1.	Open up boat and stow companionway boards
2.	Confirm boat is charging via shore power
3.	Turn the AC panel at the boat off if it has one.
4.	Disconnect shore power and either stow onboard or on the dock.
5.	Check for water in bilge. Vacuum out any water in the bilge if it is too low for the pump
6.	Turn on DC power and set Battery Selector Switch to "All"
7.	Complete Daily Boat Check – Float Plan document
8.	Store sail cover
9.	Check the engine overall for anything that looks out of place
10.	Check you have enough fuel for your trip
11.	Prepare halyard and sheets
12.	Start engine following the engine's start procedures in the Boat Binder
13.	Check for water circulating and pumping out the side or back of the engine.
14.	Cast off
15.	Remove fenders
16.	Store all lines and fenders in the boat.
17.	Enjoy your sail



4 SNUGGING DOWN AFTER SAILING

Please complete the following steps before you leave the boat to ensure that the next person can also enjoy their time onboard. If there are any deficiencies, please make sure to note it in the deficiencies log book and tell the boat captain immediately.

1.	Prior to docking, if you have used the head, complete a pumpout either with the gas dock or the honey wagon.
2.	Plug the boat in and confirm it is charging via shore power. Follow the steps in the Boat Binder.
3.	Confirm boat is charging via shore power. Follow the steps in the Boat Binder.
4.	Check for water in bilge and vacuum out. Note in checklist how much water and report it to the boat captain.
5.	Confirm Bilge Pump set to AUTO.
6.	Complete Daily Boat Check – Float Plan document back side of the page.
7.	Have a quick visual of the engine to ensure nothing looks out of place.
8.	Close up the companionway.



5 NOTMAR(S)



6 LIST OF LIGHTS BUOYS AND FOG SIGNALS



7 VESSEL LICENCE(S)



8 INCIDENT REPORT



9 STABILITY REPORT



10 CONTINGENCY REPORT – LEARN TO SAIL



11 SAFETY EQUIPMENT AND COMPLIANCES

Voila is a Pleasure Craft Licensed vessel berthed at ABYC which is in the Toronto Harbour. As such, she is required to be compliant with the Transport Canada Pleasure Craft regulations. Please see the following for the list of required compliances.

- Canada Shipping Act
- Competency of Operators of Pleasure Craft Regulations
- Small Vessel Regulations
- Charts and Nautical Publications Regs
- Ship Station Regulations
- Vessel Pollution and Dangerous Chemicals Regulations (Environmental Protection Act Reg 343)
- Vessel Operation Restriction Regulations
- Toronto Harbour Regulations

You are the operator of this vessel. As such, it is your responsibility to ensure compliance with all of the required regulations. If a vessel is inspected by local authorities and found to be deficient, you as the operator are held accountable. Please make sure you give the boat a full Boat Check before heading out. See Daily Boat Check attached on the following page, along with Through Hull diagrams and Safety Equipment diagrams.



12 THROUGH HULLS

See diagram on bulkhead adjacent to safety equipment list for through hull locations. All through hull valves should be exercised before heading out.



13 SAFETY EQUIPMENT CHART



14 STANDING RIGGING

14.1 [Specs](#)

STANDING RIGGING	1X19 stranded wire Replaced in 2023 P to p for forestay is 377"
MAST	Anodized alloy
BOOM	Anodized alloy
SPREADERS	Single set In line
SHEET WINCHES	Lewmar 18s

14.2 [Foresail Furler Installation](#)

2024 – Voila's old CDI furler was replaced with a Selden Furlex 104s. This now eliminates the need to have an external jib halyard attached to the CDI styled furler, and makes use of the actual jib halyard on the boat. A new stay was also installed.

The boom topping lift was relocated to the jib halyard in 2024



15 RUNNING RIGGING

The running rigging includes the following:

RIGGING	SPECS	LENGTH
Jib Sheets		
Jib Halyard		
Main Sheet		
Main Halyard		
Spinnaker halyard		
Topping Lift		
Downhaul		
Spinnaker Sheets		
Backstay		
Traveller		
Vang		



16 DECK GEAR

Voila has very simple deck gear, with a winch on the starboard side cabin top only and two cockpit winches.

Cleats are original to the boat, but work.



17 SAILS

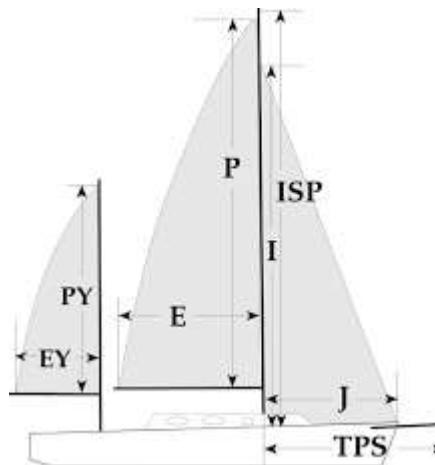
17.1 Definitions

J1 = genoa

J2 = smaller genoa

J3 = Jib non overlapping

- Measurements are “pin to pin”
- Sails have been stretched loosely by hand to take measurements.
- No cord measurements have been taken into account



17.2 Measurements

SAIL	LABEL	SAIL #	MANUFACTURER	DESCRIPTORS	FOOT	LUFF	LEECH
J1	Voila #1	449	North Sails	Furling luff UV protection on leech	15'2"	29'0"	28"
J2	spare	244045		UV strip on leech	6'2"	11'5"	11'2"
Main		K7.6		2 reefs Partial battens	8'9"	24'7"	27'1"
Main	spare						

Voila has the ability to carry a spinnaker

17.3 Maintenance

This boat does not yet have a spare main. Sails are inspected for service after the masts are pulled in the fall and sent to the loft (North) for service as needed, annually. If a sail needs to go to the loft during the season, a replacement sail needs to be bent on so the boat remains in service

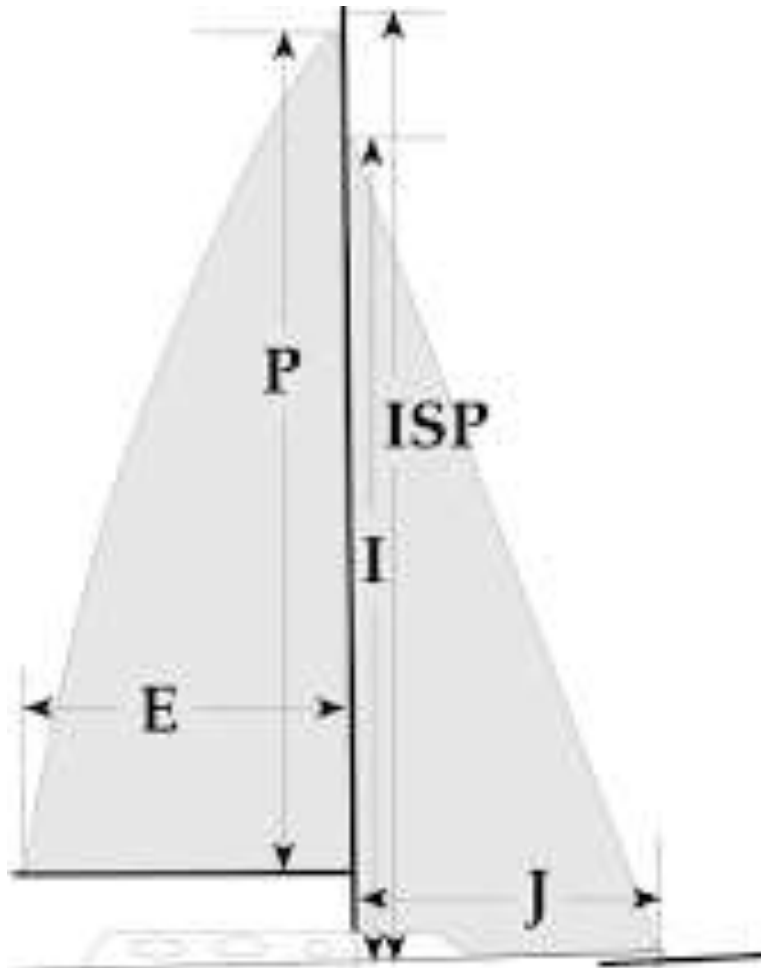


17.4 Sail Repair Identification Form

The Sail Repair Identification Form is an easy form to mark up exactly where and what the damage is on the sail, before it goes to the loft for repairs. Please mark the form and take a picture and send it with your email to the Lead Instructor or Boat Captain to forward to Maintenance.

Ashbridge's Bay Yacht Club 30 Ashbridge's Bay Park Road
c/o Diane Reid 4168782677

Boat Name: _____



notes



18 ENGINE

18.1 Specs

ENGINE	Outboard Yamaha 6HP Serial #: F6MLHH 6ON-L1013199 OROO41455
FUEL	Gasoline 4 stroke Located in the port cockpit lazaret
OIL	
STARTING	Pull cord
PROP	fixed

18.2 Start Procedures

1.	
2.	
3.	
4.	
5.	Pull the pull cord out 5 or 6 inches until you feel the fly wheel engage. If the cord won't pull out then it is not in neutral.
6.	With a sharp and fast pull, start the motor by pulling on the cord. Do not pull so far on the cord that you break it off. When it starts, slowly push the choke in listening to the RPMs. If you think it is going to die, pull the choke back out a few millimeters. If it sounds worse, push the choke all the way in. The choke supplies extra fuel for startup, but that extra fuel is only needed for about 10 seconds. The engine should start within 3 pulls. If it doesn't, go back to the beginning and see what you missed.
7. Check for water circulating	



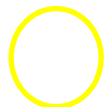
18.3 What If It Won't Start

Smell for gas. How many times did you try pulling on the cord? Have you gone through the steps a second time and not found anything wrong? It is likely that you have flooded the carburetor full of fuel and the spark plug is also full of fuel.

1. Disconnect the fuel line from the engine. Be mindful... it will leak a little bit of gasoline everywhere.
2. With the choke open, pull the pull cord 15 or 20 times as if you were going to start it. It will work the fuel through the carburetor and possibly also through the spark plug and clear the excess out.
3. If the engine starts while you are doing this, fantastic! Reconnect the fuel line right away and close the choke right away.
4. If the engine still hasn't started, reconnect the fuel line and close the choke.
5. Try starting it again with the choke closed. If it doesn't start with three or four pulls then open the choke and try three or four pulls again.
6. If it still doesn't start, there could be something genuinely wrong. Send a report.

* Note. These engines run very well. Unless something is actually broken, the error is usually with not knowing how to start the engine. However, if you still can't get it started then file a report and maintenance will check it out.

18.4 Stop Procedures

1. Ensure the throttle is in neutral 2. Ensure the RPMs are at their lowest 3. Push the red button in until the engine has entirely shut down then release your finger from the red button. • DO NOT PULL THE DEADMAN'S KEY!	
4. Raise the motor out of the water. Flip the switch to "raise".	



5. Push down on the motor at the cross bar and the lock will disengage. With a swift motion and your hand on the throttle, pull up on the engine and it will swing up into position. 6. Leave the motor in the vertical position.	
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18.5 Spare Motor

At times we may need to send Voila's motor for service. When this happens we will put the spare motor in place.

Fuel Tank 1. Open the tank vent on the fuel tank. To open the vent you do not unscrew the little tiny screw on the top. You turn the whole cap counterclockwise until it has approximately $\frac{1}{4}$ turn of sloppiness. The vent holes are the little square holes around the perimeter of the cap. 2. Squeeze the primer ball until you feel the fuel running through the primer ball. If you can't feel it then just squeeze it a bunch of times. You can't overdo this. Watch for fuel spilling at any of the fuel line connection points. If it is leaking, reconnect it. If it is still leaking, take the boat out of service and complete a report.	
--	--



Choke

3. Open the choke if the engine has not already been running in the last 2 hours. If in doubt of when the last time the engine ran, don't open the choke. This is to prevent flooding the carburetor.



Kill switch

4. Ensure the kill switch is engaged. The red pull cord (dead man's key) must be fully pushed in and around the red button off switch. In smaller outboards where the operator is sitting closer to the engine, this key is clipped to them in case of falling overboard. The key then gets pulled from the red button off switch and the motor shuts down for the emergency





5. Turn the throttle to start, lining up the word start with the bump on the collar immediately adjacent to the S in Start.	
6. Ensure the shifter is in Neutral. To do so, push the shifter away from you in reverse and see if it moves. Then, try pulling the shifter towards you. Try all three positions of reverse, forward and neutral until you are confident that the engine is in neutral. It should not start in gear.	
7. Pull the pull cord out 5 or 6 inches until you feel the fly wheel engage. If the cord won't pull out then it is not in neutral.	



8. With a sharp and fast pull, start the motor by pulling on the cord. Do not pull so far on the cord that you break it off. When it starts, slowly push the choke in listening to the RPMs. If you think it is going to die, pull the choke back out a few millimeters. If it sounds worse, push the choke all the way in. The choke supplies extra fuel for startup, but that extra fuel is only needed for about 10 seconds. The engine should start within 3 pulls. If it doesn't, go back to the beginning and see what you missed.	
9. Check for water circulating	

18.6 [Winterizing](#)

To winterize the outboard, pull it off with the mast crane and place it in the Junior school. Make sure you find the sticker "this side up". This is a 4 stroke engine and can't be placed incorrectly. Coordinate for the engines of the coop program and the Junior school all to get winterized at the same time at Klaus Marine.

18.7 [Service Schedule](#)

Voila's engine is serviced annually after haulout with Klaus Marine.



19 ELECTRICAL

19.1 Electrical Components

Voila has a 12 volt DC system with an AC battery charger mounted in the wet locker of the head. There is also an AC panel here. The DC panel and master switch are located under the sill of the companionway. There is a second DC panel located in the cockpit for items such as lights. There is one DC deep cycle battery that serves the house system. The electrical system has been upgraded a few times over the years.

Electrical lights include: side lights, stern light, masthead light and anchor light.

Wiring Schematic

Steaming Light/Deck Light

A new LED light was installed fall 2018. Continuity on wiring tested good.

	WIRING COLOURS		
FIXTURE	MAST	BOAT	What is it
Steaming Light	GREEN	RED	+ to switch for steaming light
Deck Light spreader	WHITE	RED	+ to switch for Deck light
BLACK	BLACK	BLACK	- ground
Anchor light	Red + Black -	Red + Black -	

Anchor Light new 2018

VHF is at the pushpit for easy maintenance. This limits the range to 5-8 miles, which is sufficient to call the Coast Guard.

19.2 DC Electrical Startup Procedures

1. Turn master switch to All2. At the main panel, turn on the item you want to use.
3. If the item does not turn on, then go to the item and push/turn the power button for it. It may not come on automatically when you turn it on at the panel.
4. When shutting down the DC, turn all of the switches on the panel off first and then turn the master switch off.



19.3 AC Electrical Startup Procedures

The AC on the boat only supplies outlets for use while on shore power.

1. Turn off the main breaker inside the boat and the breaker on the electrical pedestal on the dock.
2. Plug shorepower into boat.
3. Plug shorepower into electrical box on shore
4. Turn on both breakers
5. Turn on AC outlets.
4. Use the outlets, but be sure not to overload them and trip the breaker. They are only good for items that draw low power.
5. When shutting down disconnect from the outlets and then turn off the AC panel.

19.4 Electrical Shorepower Charging

1. Follow the AC electrical startup procedures.
2. Check the battery charger to ensure that the system is charging with the power light on and the charging light on.

19.5 Solar Panel Charging

The solar panel should be continuously charging. You can check incoming charge by looking at the little controller (grey box). If there are no lights, please file a report. The solar panel is only going to allow a tiny bit of charge. It will not recharge batteries fully while you are sailing.



20 ELECTRONICS

Voila's electronics are as follows. Manuals can be found on the shelf.

- Raymarine knotmeter and depth meter. (I40).
- VHF Radio
- .
- .
- .



21 PLUMBING

21.1 [Fresh Water](#)

Voila's fresh water tank is located in the V berth. The manual is incorrect in tank location. It is not located under the cockpit. The boat does not have pressure water. There is a sink with foot pump at the galley and at the head. The supply line from the fresh water is T connected under the galley sink.

The water system has not been used in many years. It is the intention in 2019 to use the system. The system will be cleaned and flushed in the spring.

21.2 [Head](#)

The toilet is maintained for active use. It is a portapotty style head with a waste removal line at deck level. The holding tank for the system is self contained within the head itself.

21.3 [Winterizing](#)

In fall of 2018 a 3 way valve was added to the exit on the fresh water tank to facilitate winterizing. The water system was brought online in 2019. It does not appear to ever get used, but it is winterized each year none the less.

Winterizing the toilet is done with emptying the tank and pouring plumbing antifreeze into the bowl and pumping through to the holding tank.



22 HAULOUT / LAUNCH PROCEDURES

See Yearly Maintenance Checklist for details of what is to be done

22.1 Mast Setup

The mast for Voila is tan with an older CDI rigid roller furler. The previous member number on it is 1564.

22.2 Stepping The Mast

- Find the big stainless 'U'-bolt in the rigging bits.
- The spreaders are held in the partners by pins and lock rings, not bolts. Machine screws close the outer ends of the spreaders to hold the sidestays in place
- Two big machine screws hold the plate, which covers the terminations of the stays at the top of the mast. Lift the plate to feed the sidestays and backstay through the masthead. It may take some wiggling to get the backstay through the hole
- The back stay is in two parts – the upper is fed through from the top of the mast; the lower is split with a plate & block system to make it adjustable. A piece of twine should be used to hold the plate up tight to the upper, to keep the backstay as loose as possible.
- Put the mast on the horses, boom side down.
- With the sling just below the spreaders, the mast is slightly base heavy. Lift and set the base of the mast on the deck fitting.
- Thread the pin of the 'U'-bolt through the deck fitting and mast and tighten it. The pin fastens the aft base of the mast to the deck fitting and the 'U' is used as the lower attachment for the boomvang
- Attach the split backstay to the outer 'U'bolts on the transom. The one in between is used for a block & tackle to tension the backstay
- Attach the forestay/furler to the bow plate pushing the pin down from the top
- Attached the inner & outer sidestays
- Remove the sling & mast crane.

Kicker

Voila has a boom vang kicker. Do not raise the boom higher than the kicker allows, otherwise the kicker will slide out of the holster.



23 ALARMS

There are no alarms intentionally set on any electronics. If an alarm sounds, it is sounding at a factory setting. Inspect the alarm and ensure you are not in harms way. Make a note in the deficiencies book if you think it should be adjusted and let the boat captain know.



24 WHAT TO DO IF SOMETHING BREAKS

If something breaks onboard, please manage as best you can to get back to the dock safely. If you can not manage, please seek what you feel is appropriate help while on the water.

Once ashore, please:

1. Inform the boat captain of the problem
2. Make a note in the maintenance log for the next person coming to use the boat.
3. If you think the circumstances are critical and the boat should not go out, please telephone the boat captain directly or receive an email confirmation that they have the information. The boat captain will pass the info along through the online form. There is a sign on the boat that can be hung on the wash board stating "out of service".



OUT OF SERVICE



25 UNDOCKING / DOCKING

These steps assume a minimum of 3 people on the boat. As always, practise makes perfect. Prudence is taken to prevent collisions and to not wrap mooring lines in the propeller.

Undocking

Prep the crew as follows.

- Plan to motor the stern into the wind if you can.
 - Give yourself as much distance as possible to get the boat moving forward after you have backed out of the slip.
 - If needed, with outboard engines, turn the engine by hand to help facilitate turning.
 - Steer before gear.
 - Tell everyone the plan
1. Place one person at the bow lines
 2. Place one person on the windward stern line who is mobile
 3. Place one person on the engine and the leeward stern line.
 4. Cast off the leeward stern line into the tire or on the adjacent boat as it is not being used
 5. Engine in reverse
 6. Cast off the bow lines
 7. Windward stern line gets walked forward to the shrouds then dropped into the tire or on the boat adjacent.
 8. Continue backing until you have enough room in front of you to go forward and to leeward.



Docking

Prep the crew as follows:

- Boat hook for the bow and for the windward mooring line
 - One person on the bow lines
 - One person on the windward tire mooring line
 - Ignore the leeward mooring line until last.
1. Approach the mooring, holding the boat close enough to the windward tire that the line can be picked up by the boat hook.
 2. Look at the leeward mooring tire to see where the line is to ensure that you don't have the motor in gear as you run it over.
 3. Have the bow lines person fend off to leeward and then walk to the bow to catch the bow with the handrail on the V dock.
 4. Pick up the leeward stern line
 5. Once the V dock and stern tire lines are in hand, ease the bow lines and pull back on the stern lines



26 CO-OPERATIVE SAILING PROGRAM



Voila Boat Binder 2024



End of Document