



Club Membership Policy

Purpose and Application

1. The purpose of this policy is to describe the minimum requirements needed to apply or renew membership as a Club Member and the associated rights, benefits and rules governing the membership with Alberta Water Polo Association.
2. This policy applies to all Club Members defined in the AWPA Bylaws and those water polo clubs applying for membership in the AWPA.

Application of Candidate Clubs

3. No Candidate Club will be admitted as a member of AWPA unless:
 - a. The candidate Club has made an application for membership in accordance with the New Club Member Application Form.
 - b. The candidate Club has met the definition for Club membership defined within the AWPA Bylaws.
 - c. The candidate Club has met the minimum requirements described within this policy and the AWPA Bylaws.
 - d. The candidate Club has been approved by majority vote as a member by the Board or by any committee or individual delegated this authority by the Board.
 - e. If the candidate Club was previously a Club Member and when ceased to be a Club member, the candidate Club was a Member in good standing.
 - f. The candidate Club has paid dues as prescribed by the Board.
 - g. Candidate Club will be notified of the status of their application once all requirements have been met.

Renewal of Club Members

4. A Water Polo Club will be renewed as a Club Member when:
 - a. Met all of the requirements set out under Section 5
 - b. Paid all required fees
 - c. Is in good standing at the time of renewal
 - d. Met the definition listed in the Alberta Water Polo bylaws
 - e. [AWPA Club Renewal Declaration Form](#) is signed and submitted to AWPA office annually

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Minimum Requirements

5. Club members must comply with the following minimum requirements to maintain membership in good standing with Alberta Water Polo Association:
 - a. **General Membership Requirements**
 - i. Annually appoint 2 individuals as primary contacts for receiving and sending communication with Alberta Water Polo
 - ii. Maintain and share updated club contact information for directors and coaches with AWPA
 - iii. Complete the Return to Water Polo Club Declaration during the WPC database registration process prior to the initiation of their program.
 - iv. Comply with designated club status as determined by the approved Club Status Application.
 1. Club Status
 - a. Community
 - i. Training follows in accordance with the WPC LTAD standards and focusing on building a solid foundations stream
 1. Active Start
 2. Fundamentals
 3. Learn to train
 4. Train to train
 5. Active for life
 - ii. Swim like a Dolphin programming initiatives
 - iii. Participation in Community League and Provincial League events and suitable invitationals and open events that require PSO approval
 - b. High Performance
 - i. Training follows in accordance with the WPC LTAD standards and focusing on excellence (podium pathway) stream
 1. Train to train
 2. Train to compete
 3. Learn to win
 - ii. Participation in Water Polo Canada's National Competitive League
 - iii. Suitable invitationals and open events that require PSO approval
 - v. Provide all required information and documentation as requested or required by Alberta Water Polo.
 - b. **Registration of Registrants**
 - i. Club Members must register with the Alberta Water Polo Association all athletes, coaches, officials (referees and minor officials), volunteers and board members in accordance with the WPC registration policy and our AWPA registration process.

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- ii. Athletes registered with a club in Alberta
 1. Will be permitted to be placed on a roster for their primary club only and allowed to participate in sanctioned activities allowed for within the clubs issued status.
 2. Will be permitted to be placed on a roster for a secondary Alberta club where they receive permission from their primary Alberta club for the purpose of creating a team for a sanctioned event
 3. Will NOT be permitted to register for a club/team outside of Alberta
 - a. Athlete transfers will be denied
 4. Will NOT be permitted to participate in any sanctioned events if they are registered for a club that is not a member in good standing with Alberta Water Polo Association or WPC.
 - iii. Athlete transfers will be denied without due process in determining eligibility within Alberta as a priority.
- c. Compliance with AWPA Bylaws and Policies**
- i. Annually, Clubs Members must agree to adhere to all AWPA governing documents, policies and procedures and relevant Water Polo Canada policies and procedures, including and not limited to:
 1. Alberta Water Polo Bylaws
 2. Alberta Water Polo Sanction Policy
 3. Alberta Water Polo Code of Conduct and Ethics Policy
 4. Alberta Water Polo Discipline and Complaints
 5. Alberta Water Polo Screening Policy
 - ii. Alberta Water Polo Association reserves the right, in its sole discretion, to waive or modify any or all of the above policies, or to amend them, if it deems that doing so is in the best interests of AWPA and its members.
- d. Alberta Water Polo Discipline and Complaints Policy**
- i. All Club Members must formally adopt into their own governance documents the Alberta Water Polo Discipline and Complaints Policy. They are responsible for understanding and following the policy when disciplinary situations arise between their own registrants. If Registrants from different Club Members are involved in a situation, a report will be made to AWPA and managed by the Association.
 - ii. Annually, Club Members must agree to cooperate fully with AWPA in matters of investigations, complaints, discipline, appeals and other issues as determined by AWPA.
- e. Reciprocation Policy**
- i. Club Members must update their governing documents to reference the [AWPA Reciprocation Policy](#)
- f. Club Member Policies**
- i. A clubs policy manual will include, but not limited to, the following policies:
 1. Code of Conduct and Ethics



2. Appeal Policy
 3. Confidentiality Policy
 4. Conflict of Interest Policy
 5. Privacy Policy
 6. Screening Policy
- ii. Policy manuals will be submitted annually to AWPA
 - iii. In the event that club policies conflict or contradict AWPA Bylaws or Policies, AWPA Bylaws and Policies will take precedence.
 - iv. Permission is granted to club members to adopt current published AWPA Policies as their own. If so, policies shall be adopted as is, no changes are permitted without prior written consent from AWPA.
- g. Corporate Status**
- i. Club Members which are incorporated must provide AWPA with a copy of:
 1. Bylaws and any amendments to the bylaws
 2. Annual Return of the current year and proof that has been filed with Corporate Registries
 3. Financial statements prepared in accordance with applicable legislation
 4. Minutes of most recent AGM
 5. Minutes of board meetings if requested

Good Standing

6. A Club member of the AWPA will be in good standing provided that the Club member
 - a. Has not ceased to be a Member;
 - b. Has not been suspended or expelled from membership, or had other membership restrictions or sanctions imposed
 - c. Has completed and remitted all documents as required by the AWPA;
 - d. Has complied with the Bylaws, policies and procedures of the AWPA;
 - e. Is not subject to a disciplinary investigation or action by the AWPA, or if subject to disciplinary action previously, has fulfilled all terms and conditions of such disciplinary action to the satisfaction of the Board.
 - f. Had paid all required membership dues.
7. Club members who cease to be in good standing may have privileges suspended until such time as the Board is satisfied that the Club Member has met the definition of good standing as set out above.
 - a. This includes all insurance privileges and benefits provided by WPC.

Rights and Benefits of Membership

8. The following benefits for Club Members in good standing:
 - a. Attendance at AWPA AGM and Voting rights in accordance with AWPA Bylaws
 - b. Access to the National database
 - c. Participation in sanctioned events for registrants in Good Standing

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- d. Administrative, technical and educational resources of AWPA
- e. General liability insurance, Sport Accident and Director/Officers Liability

Waiver of Requirements

- 9. Alberta Water Polo reserves the right to waive any condition or obligation described within this Policy at their sole discretion and such waiver does not preclude future imposition of such.

Membership Year and Dues

- 10. Unless otherwise determined by the Board of Directors, the membership year of Alberta Water Polo will be September 1 to August 31st.
- 11. Membership automatically terminates on August 31st of each year for all Clubs and Members. Clubs must re-apply for membership on an annual basis.
- 12. Membership fees for all Club Members and their Registrants will be determined by Water Polo Canada and Alberta Water Polo annually and are non-refundable.

Withdrawal and Termination of Membership

- 13. Any Club Member that wished to withdraw from AWPA membership must give notice in writing to the AWPA office
- 14. Any Club Member may be sanctioned, suspended or expelled from AWPA in accordance with the AWPA Bylaws, Policies and procedures related to the discipline of Members or Registrants
- 15. Failure to pay membership fees or any other fees, fines owed to AWPA may result in suspension of the Club Member, loss of rights and benefits of membership and being deemed a member not in good standing. All outstanding fees and monies owed to AWPA from previous membership years must be paid prior to membership renewal.
- 16. The Club Member may not resign from AWPA when that Club is subject to disciplinary investigation or action.

Application of this Policy

- 17. In the event that this Policy conflicts or contradicts the Bylaws of Alberta Water Polo Association, the bylaws shall take precedence.