



Effective as of: February 2024

## **Terms of Reference**

**Name of Committee:** Presidents' Council (the "Council")

**Mandate:** To provide a forum for the President of Water Polo Canada (WPC) and the Presidents of Member Provincial Sport Organizations (PSOs) to discuss issues related to common strategic priorities.

### **Key Duties:**

- To share best practices as they relate to Board governance, financial oversight, and self-assessment tools, and develop strategies to disseminate this information down to the club level.
- To recognize and discuss issues that are hindering progress towards achieving the strategic goals outlined in the Water Polo in Canada Strategic Plan.
- To consider approaches for fostering a Safe Sport culture at all three levels of Water Polo in Canada and identify measures that organizations can take to help them ensure a Safe Sport environment, such as training for coaches and the coach certification process, for example.

**Authority:** The Presidents' Council is a mechanism for PSO Presidents to provide insights related to the governance of Water Polo in Canada to the WPC Board of Directors.

### **Composition:**

The Council will be comprised of the following:

- The President of WPC, who will serve as meeting chair
- The Vice-President of WPC
- The Presidents of the Member PSOs<sup>1</sup>

### **Meetings:**

- The Council will meet in person once per year, at the AGM.
- All other meetings of the Council will take place via conference call, or an online meeting platform hosted by WPC. A minimum of four meetings will be held each year, with the timing of these meetings decided by the Council.
- At least one of these virtual meetings will be a joint Presidents' Council/Operations Council, where the agenda will include topics that are pertinent to both governance and operations.

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<sup>1</sup> PSO Vice-Presidents are also invited.

**Resources:**

When their contribution will help inform the conversation around an agenda item, WPC/PSO staff, Board Members, and/or Subject Matter Experts may be invited to join the meeting for that particular discussion.

**Areas of Focus:**

At least once annually, the Council will identify a list of topics to focus on, using the WPC Board's Strategic Priorities as a guide. In addition to working through this list collaboratively, the Council will also discuss urgent topics as they arise.

**Strategic Plan:**

All actions and work of the Council are directed towards achieving the best outcome and results for Water Polo in Canada.

**Reporting:**

A report outlining the accomplishments of the Presidents' Council will be prepared for submission ahead of the WPC annual meeting.

**Review and Approval:**

The WPC Board of Directors will review these Terms of Reference once a year, and will discuss and, when appropriate, approve any updates in a timely manner.