

## Club Membership Policy

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<i>Policy</i>	<i>Annually</i>	<i>October 2025</i>	<i>December 2024</i>

### 1 Purpose

- Sail Manitoba strives to provide value to its members and participants in a variety of ways, including making sailing accessible, enjoyable, inclusive and safe. This policy outlines the Sail Manitoba and Sail Canada membership programs, requirements and associated fees.

### 2 By becoming a member you support:

- Provincial Funding: Sail Manitoba is a not-for-profit organization. Your membership is a major determinant for the level of Provincial funding through Sport Manitoba and Sport Program Funding.
- Development of programs to enable all levels of lifelong sailing throughout the province.
- Leadership and advocacy on behalf of member Clubs.
- Training Programs for Instructors, Coaches, Race Officials and Judges.
- The Provincial Sailing Team, Sail Canada, and Canada's National Sailing Team.
- Promotion of the Sport.

### 3 Definitions

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### 4 Policy

Sail Manitoba is a member-based organization that brings together diverse groups of individuals and organizations from across Manitoba and Northwestern Ontario in pursuit of sailing and sailing-related activities. These activities serve all ages and skill levels.

Members in good standing with Sail Manitoba will:

- Be able to apply the Racing Rules of Sailing to sailing activities organized by them.
- Be able to utilize and deliver the CANSail Learn to Sail and/or Learn to Cruise programs
- Be eligible to receive Athlete or Club Sport Funding Grants from Sail Manitoba
- Be able to participate in provincially sanctioned competitions and training events.
- Be able to request sanctioning by Sail Manitoba for Club races/events
- receive Liability/Accident Insurance for members participating in Sanctioned Events.

- be able to utilize various supports and resources from Sail Manitoba (i.e. Protest & Appeals Process, training programs, sailing resources, etc.)

#### 4.1 Membership Categories

Sail Canada and Sail Manitoba have several membership categories:

- a. **Club/Class Membership:** A Club or class association may be a member of the Association provided it meets the following conditions:
  - i. It has a constitution or by-laws which are consistent with Sail Manitoba's objectives.
  - ii. It holds at least one annual meeting of its Club members for which notice is given to all club members.
  - iii. It has a membership list with a minimum of ten paid and voting club members.
  - iv. Fees are charged for membership and/or services. (see Bylaw 2.1a).
  - v. It can demonstrate that it operates within Manitoba or Northwestern Ontario.
  - vi. Clubs remit Sail Manitoba/Canada fees to the Association on behalf of their members.
- b. **Individual Membership:** Individuals who do not belong to a Club can join the Association if they pay membership fees directly to Sail Manitoba. Individual members are entitled to attend and participate in Board of Directors meetings and are eligible to be elected Officers on the Executive Committee.
- c. **Participant Membership:** Participants who enroll in Sail Manitoba/Canada-sanctioned Learn to Sail/Cruise lessons and are not members of a Club are not considered members of the Association. Still, if they pay the Sail Manitoba/Canada Participant fee, they will be covered by Sport Manitoba's insurance. Individuals who pay Participant fees are not eligible to be a Director on the Board of Directors or an Officer of the Executive Committee or to vote at Annual General or Special Meetings of the Association. If the program participant holds an Individual or Club/Class Membership, they need not register at the participant level.
- d. **Sail Manitoba Team Members:** Must be a member of Sail Manitoba and Sail Canada either through membership in a Club that collects and remits fees on their behalf or by remitting fees directly to Sail Manitoba as an individual member.

Clubs and/or sailing schools must have completed participant registrations in hand prior to class commencement. Instructors must ensure forms are on hand. Participation fees should be remitted to Sail Manitoba in a timely manner, with the deadline being August 15<sup>th</sup> of each year.

#### 4.2 Arrears and Loss of Good Standing:

To maintain membership within Sail Manitoba, each member needs to: ensure their financial obligations are kept up to date, provide information as may be requested in a timely manner and ensure their actions and activities are in keeping with Sail Manitoba's mission and values.

Under this policy:

- a. A Club that has not remitted fees and provided member information by July 1 shall be considered in arrears. Failure to rectify immediately will result in the loss of good standing.
- b. A Club not in good standing will not be eligible to receive Sport Funding Grants or request sanctioning by Sail Manitoba for Club races/events (Sanctioning Policy). Liability and accident insurance for its members may be suspended.
- c. A Club not in good standing will be ineligible to vote at Sail Manitoba Board of Directors' meetings.

## 5 Procedure

### 5.1 Membership Fees

Fees for the noted membership categories are outlined below. Fees are reviewed and updated on an annual basis and may be adjusted to reflect changes in fees being charged by Sail Canada, as well as costs to provide service. Fees include Sail Manitoba and Sail Canada Membership.

- **Club/Class Membership:** \$40.00 per member
- **Individual Membership:** \$40.00 per member
- **Participant Membership:** \$20.00 per member
- **Team Member: individual (not a Club member)** \$40.00

### 5.2 Payment & Accountability

- a. The Club's Commodore or his/her designate will be responsible and accountable for submitting individual membership dues and member information in a form acceptable to Sail Manitoba by June 15. Adjustments can be made to the list as needed through to August 31.
- b. To help ensure timely payment, Sail Manitoba will also invoice each Club at the beginning of May based on the most current information on the Club's membership.
- c. Sail Manitoba will submit the final membership payment to Sail Canada by August 31

## 6 Governance, Review, & Approval

The roles and responsibilities for the oversight, review and delivery of this policy are identified as follows:

- **Executive Director:** Administration and regular review of this policy
- **Sail Manitoba Board of Directors:** Responsible for reviewing and approving