

Name	Sport Council Terms of Reference
Type	Operational
Reports to:	Management
Purpose	<p>Water Ski and Wakeboard Canada (WSWC) recognizes the following five sport Councils:</p> <ul style="list-style-type: none"> <li>• Adaptive</li> <li>• Barefoot</li> <li>• Show Ski</li> <li>• Wake Sports (Wakeboard, Wake Park, Wakesurf, Wakeskate)</li> <li>• Water Ski</li> </ul> <p>The sport Councils of WSWC represent the stakeholders of each of the five identified sports.</p> <p>The role of the Councils is to support and advance the growth and progression of their sports while staying true to their sport culture and as such they operate with a relatively high degree of autonomy</p> <p>These Terms of Reference, the WSWC Bylaws, Policies and Strategic Plan, and associated sport Rule Books, inform the authority and operations of the individual Councils.</p>
Duties & Responsibilities	<p>The Council will perform the following duties:</p> <ul style="list-style-type: none"> <li>• Oversee the sports' National Team programs, including promotion, funding, partnerships, fundraising, coaching and training.</li> <li>• Oversee the development of the sports' annual and quadrennial strategic directions, in alignment with the WSWC Strategic Plan</li> <li>• Evaluate progress of Domestic and High Performance programming against annual and quadrennial performance objectives.</li> <li>• Oversee the development and ongoing review of rules, fees, policies, criteria, procedures and schedules</li> <li>• Oversee the planning and execution of National Championships, including promotions, funding, partnerships, and fundraising</li> <li>• Oversee the review and acceptance of results and records, as applicable</li> <li>• Oversee sport partnerships, sponsorships, promotions and partnerships</li> <li>• Contribute to the ongoing development of the National Coaching Certification Program (NCCP) and the Long-Term Athlete Development model (LTAD)</li> <li>• Engage in advocacy specific to the sport</li> <li>• Oversee the procedures and timelines for appointment and election of its members.</li> </ul>
Composition	A Council will be made up of up to a maximum of 15 people, such that:



	<ul style="list-style-type: none"> <li>• The total composition of the Council must be an odd number</li> <li>• No more than 50% plus 1 of the Council may be “appointed”</li> <li>• Committee Chairs (not appointed to the Council) may attend the meetings in a non-voting capacity – unless they are one of the “elected” council members</li> <li>• Council will strive to attain Gender Balance</li> <li>• The CEO (or their designate) is an ex-officio member of the Council, who attends its meetings but does not have a vote.</li> </ul>
Quorum	<ul style="list-style-type: none"> <li>• A quorum for a Council or Committee meeting will be a simple majority.</li> </ul>
Council Chair Position	<ul style="list-style-type: none"> <li>• At the first Council meeting following the Fall WSWC Town Hall, the Chair position will be elected by the Council.</li> <li>• The Chair of the Council does not vote but may cast a vote in the event of a tie.</li> </ul>
Council Term	<ul style="list-style-type: none"> <li>• All members of the Council will serve terms of two years.</li> <li>• Terms will be renewable to a maximum of three consecutive terms for any one position.</li> </ul>
Meetings	<ul style="list-style-type: none"> <li>• The Council will meet at least three times per year and may meet more frequently as required.</li> <li>• Organize and conduct an annual Town Hall meeting. Recommended at National Championships or to be conducted online. The purpose of the Town Hall meeting would be to provide an annual update to stakeholders.</li> <li>• Meetings of the Council will be at the call of the Chair, at the call of WSWC or at the call of three of the Council's voting members (other than the Chair).</li> <li>• Meetings expenses are part of the Council budget.</li> </ul>
Committee(s)	<p>The Council has the authority to establish committees each with specific Terms of Reference to assist in carrying out its work, in doing so, the Council can:</p> <ul style="list-style-type: none"> <li>• appoint persons to its committees, or WSWC committees at the request of WSWC</li> <li>• remove persons from its committees</li> <li>• dissolve any of its committees</li> </ul> <p>The costs for any committees must be provided for in the Council's budget</p>
Authority	<ul style="list-style-type: none"> <li>• The Council has the authority to appoint a member to the Council if a position becomes vacated mid-term.</li> <li>• The Council has the authority to remove a Council member, with two thirds support of the council, and upon evidence and approval of the WSWC Board.</li> </ul>
Reporting	<ul style="list-style-type: none"> <li>• The Council reports to WSWC</li> <li>• The Council will report to their stakeholders annually</li> <li>• The Council will provide a report for the WSWC AGM.</li> </ul>
Nomination & Election Process	<ul style="list-style-type: none"> <li>• Council elections will take place annually online in September with election announcements to be made at the Fall (September) WSWC Townhall Meeting; in conjunction with the annual WSWC Annual General Meeting.</li> <li>• To ensure council term stagger, 50% of the elected and appointed Council positions will be elected / appointed each year</li> <li>• Registered participants with an individual or family membership type who have listed the sport as their primary sport are eligible to vote for any and all Council positions. Eligible voters must be 18 years of age and older. Note: For those eligible voters who wish to</li> </ul>

	vote for the Council they have identified as their secondary discipline, upon application, they may be eligible to do so if they are an active competitor, official, coach, participant and / or parent; as approved by WSWC.
WSWC Veto	Notwithstanding the authority of the Council to oversee the sport, WSWC retains a veto over such matters if, in the opinion of WSWC: <ul style="list-style-type: none"> <li>• they present unacceptable safety risks</li> <li>• they threaten the image and reputation of WSWC or the sport, or</li> <li>• they impose financial costs that have not been accommodated in Board-approved general approved budgets.</li> </ul> <p>This veto power will only be exercised in extenuating circumstances and in a reasonable fashion.</p>
Budget	<ul style="list-style-type: none"> <li>• The overall budget for the Council will be approved by the WSWC Board of Directors.</li> <li>• Subject to any restrictions on funds prescribed by funders, the Council will have authority over expenditures within the overall approved budget.</li> </ul>
Approval and Review	These Terms of Reference were approved by the WSWC Board on June 17, 2020. This document will be reviewed annually by the Council and the Board and will be updated by the Board as required.

### Acknowledgement

I, \_\_\_\_\_, hereby acknowledge that I understand, accept and agree to comply with the information contained in the Sport Council Terms of Reference.

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_