



Riverdale Curling League By-Laws

Last amended on 4 July 2024

The Executive Committee of Riverdale hereby enacts the following By-Law(s) in accordance with Article 7, Section B of the Constitution

BY-LAW A – MEMBERSHIP

- a) Membership fees will be set by the Executive Committee in accordance with Article 3.B of the Constitution and will be due on a date(s) specified by the Executive Committee prior to the start of the curling season.
- b) Membership fees may include an option for one annual payment (the “Full Season Fees”) and an option for two semi-annual installment payments (the “Half Season Fees”). Other payment arrangements may be made at the discretion of the Executive Committee.
- c) Members shall make up teams of AT LEAST four (4) Members of any mix of sex (a “Team”).
- d) Teams may have one or more additional Members (“Fifth Players”), provided that such Fifth Players pay a fee as set by the Executive Committee for the season.
- e) Non-Members of Riverdale may spare on a Team (a “Spare”) without cost for up to two (2) games per half of the curling season (start of season to January 1st – after January 1st). Spares that play more than two (2) games per half season must pay a flat fee per game (the “Spare Fee”) as set by the Executive Committee. The total amount paid by a Spare during a half season shall not exceed the Half Season Fee as set by the Executive Committee for league members.
- f) A returning Member is defined as a Member, not a Fifth Player or Spare, who played in the Riverdale Curling League in the previous season. The Executive Committee shall have full discretion in resolving any disputes or uncertainties regarding whether an individual is or is not a returning Member.
- g) A new Member is defined as an individual who is not a returning Member and who did not play in the Riverdale Curling League in the previous season. The Executive Committee shall have full discretion in resolving any disputes or uncertainties regarding whether an individual is or is not a new Member.

BY-LAW B – RULES

- (a) The rules of the Canadian Curling Association for General Play shall govern all conduct of play, except as otherwise provided in the Riverdale Orientation Guide (made available to all Members at the beginning of each curling season).

BY-LAW C – EXECUTIVE COMMITTEE

The Executive Committee of Riverdale hereby enacts the following By-Law in accordance with Article 7, Section B of the Constitution:

(a) In addition to the President, Vice-President, Treasurer, and Secretary, the Executive Committee may consist of a Drawmaster, an Events Coordinator, a Member Relations, an External Relations, and a Communications Coordinator, or other members as determined by the Executive Committee and presented for election as per the Constitution

(b) The Drawmaster shall be responsible for:

- a. Ensuring the draw of play is prepared and based on available ice time and special event scheduling.
- b. Ensuring, to the extent possible, an even distribution for teams across sheets and draw times.
- c. Providing Members with accurate and up-to-date standings.
- d. When necessary, interpreting Canadian Curling Association and Riverdale rules of play.
- e. Acting as umpire or referee with respect to disputes.
- f. Preparing a list of rules in writing for the Riverdale Orientation Guide prior to the start of each curling season.
- g. Providing the draw, standings, and other related information to the Communications Coordinator in a timely and accurate manner.

(c) The Events Coordinator shall:

- a. Plan, organize, and operate the annual Riverdale bonspiel (the “Bonspiel”).
- b. Establish a Bonspiel executive committee and recruit volunteers as necessary for the successful operation of the event.
- c. Present the budget for the Bonspiel to the Riverdale Executive Committee, such that the Bonspiel will be self-funded without contribution by Riverdale.
- d. Preside over all Bonspiel executive committee meetings.
- e. Respond to all inquiries related to the Bonspiel in a timely manner.
- f. Oversee all Bonspiel operations and prepare planning reports to present to the Riverdale Executive Committee as required.
- g. Approach the Riverdale Executive Committee to coordinate issues of common interest and shared responsibility.

(d) The Member Relations shall:

- a. Act as liaison between the Members and the Executive Committee.
- b. Track payment of membership fees, including confirming with Members about receipt of payment of fees.
- c. Draft, assemble, edit, and print a newsletter (as required), and send an electronic copy to the Communications Coordinator to publish on the Riverdale Website (as defined below).

(e) The External Relations shall:

- a. Be responsible for building and maintaining relationships with other curling, LGBT, and sports organizations in keeping with the goals and values of Riverdale.
- b. Serve as liaison between Riverdale and the Canadian Pride Curling Association (“CPCA”).
- c. Attend the Canadian Pride Curling Championships (“Nationals”) and the annual meeting of the CPCA (or appoint a designate from the Executive Committee, or if none are available, from the membership).
- d. Represent the interests and vote on behalf of Riverdale at the CPCA meeting.
- e. Coordinate and supervise Nationals playdowns with the Drawmaster.
- f. Inform Riverdale Members of Nationals issues and events, in cooperation with the Communications Coordinator.
- g. If possible, attend out-of-town bonspiels to establish and maintain relationships with other cities’ leagues.
- h. Serve as a point of contact for external organizations as they relate to the game of curling or Nationals issues.

(f) The Communications Coordinator shall be responsible for:

- a. Being the primary contact for all online communications (collectively, the “Online Channels”) for Riverdale, including, but not limited to:
 - i. the website;
 - ii. all content on the website;
 - iii. Riverdale’s Social Media accounts;
 - iv. the Riverdale group on Facebook (which is shared with the Rotators Curling League, for which the Communications Coordinator will also be responsible); and
 - v. all Riverdale email accounts.
- b. Providing new and updated information to Members (in consultation with other members of the Executive Committee) through the Online Channels including, but not limited to:
 - i. schedules;
 - ii. standings;
 - iii. contact information;
 - iv. team lists;
 - v. bonspiel information;
 - vi. photos;
 - vii. videos;
 - viii. surveys; and
 - ix. Links.
- c. Reviewing and evaluating fees paid for Riverdale’s Online Channels (such as website hosting fees).

BY-LAW D - ELECTIONS

- (a) The Executive Committee shall select one or more Member(s) of Riverdale, who is not standing for election, to conduct the election at the annual general meeting (the “Election Coordinator”).
- (b) Individuals wishing to stand for election at the next annual general meeting shall submit a Nomination Form to the Election Coordinator within the Nomination Timeframe determined by the Executive Committee and communicated to Members.
- (c) The composition of Executive Committee positions for the following season shall be determined by the current Executive Committee and shall be finalized prior to nominations being open.
- (d) All Members present shall be entitled to a single vote on all election ballots for contested positions and any other votes at a meeting, whether a special meeting or the annual general meeting.
- (e) Each candidate for a contested position may provide any information regarding their candidacy before the voting begins as instructed by the Executive Committee.
- (f) Voting for candidates for the Executive Committee shall be conducted by secret ballot, and no personally-identifiable marks may be made to any ballot by any Member. No ballot shall be accepted by the Election Coordinator until all speeches are completed.
- (g) The ballots shall be collected, monitored, and counted by at least two (2) Members not standing for election (the “Election Monitors”).
- (h) Each candidate standing for election may nominate an individual to observe the ballot distribution and/or counting on their behalf (a “Scrutineer”). Scrutineers are only empowered to observe and monitor, and shall report any concerns to the Election Coordinator before the results are announced. Any issues raised by a Scrutineer shall be resolved promptly by the Election Coordinator and the decision of the Election Coordinator shall be final.
- (i) Candidates for election shall be declared the winner if they receive the highest amount of eligible votes, as determined by the Election Monitors, subject to the resolution of any disputes or issues raised by Members to the Election Coordinator prior to final results being announced.
- (j) In the event of a tie vote, the President shall be authorized to use his/her discretion to make a determination as to resolve such tie.
- (k) Candidates for positions who ran unopposed shall be declared the winner of that position by the Election Coordinator upon the conclusion of the counting of ballots for contested positions.

BY-LAW E - DISSOLUTION

- (a) The Executive Committee may call a Special Meeting of Members to discuss and vote on the dissolution of the league.
- (b) Any Member wishing to speak at such a Special Meeting shall be given the opportunity to speak for up to three (3) minutes, to be monitored by the President of Riverdale, or his/her designate.
- (c) Upon the conclusion of the aforementioned speeches regarding the proposed dissolution of Riverdale, the President, or his/her designate, shall call a vote. Each Member shall be allowed to cast one (1) vote indicating whether or not they agree that Riverdale shall be dissolved.
- (d) If fifty percent plus one vote (50% + 1) of votes cast on the issue of dissolution indicate that the majority of Members desire that Riverdale be dissolved, the dissolution process shall be initiated.
- (e) Dissolution of Riverdale shall include the Executive Committee; Riverdale shall with any remaining proceeds:
- a. discharge any debt held in Riverdale's name.
 - b. return Riverdale's partial ownership stake to the Royal Canadian Curling Club;
 - c. donate any Riverdale assets to the Royal Canadian Curling Club, either in-kind or the proceeds of any liquidation, as determined by the Executive Committee in its sole discretion;
 - d. cooperate with the Royal Canadian Curling Club to transition Riverdale members or assets;
- and
- (f) Dissolution of Riverdale shall be completed no later than one (1) year from the date that the Members voted that Riverdale be dissolved.
- (g) No Member, including the members of the Executive Committee, shall be liable for any claims, costs or expenses resulting from the dissolution of Riverdale, unless such Member has acted in a grossly negligent or fraudulent manner.

BY-LAW F – Royal Canadian Curling Club Owner-Member Share

- (a) While Riverdale is the owner of owner-member share #83 of the Royal Canadian Curling Club, the President, or their delegate from the Riverdale Executive Committee, is granted the right to cast any owner-member vote, at their sole discretion, at any annual general meeting or other duly called special meeting of the Royal Canadian Curling Club.

BY-LAW G - Riverdale Code of Conduct

(a) Summary: The Riverdale Curling League is meant to be a safe and welcoming place for everyone. If that is not the case, the executive committee wants to hear about it and help. This Code of Conduct includes our goals, some definitions, and a guide for what happens if we receive a complaint about a member.

In the event you witness or experience threatening or inappropriate behavior by any individual, please report the situation immediately to a member of the Riverdale Executive Committee or by emailing feedback@pridecurl.ca. In order to initiate an investigation under the Code, a written complaint will be required. Your concerns may be discussed by the Executive Committee, with the person being complained about, and with relevant Royal Canadian Curling Club employees. Your identity will not be shared outside of the Executive Committee without your permission.

(b) Purpose: The purpose of the Code of Conduct is to reiterate expected behaviour at Riverdale events, and our values already stated in other documents including the Riverdale Constitution (Article 2, Section B - Purpose) and the Curling Canada Code of Conduct and Ethics (Section 2 - Purpose), and to outline measures that can be taken if individuals are not behaving in an appropriate manner.

Particularly, the Code of Conduct will help the Riverdale Curling League “provide a positive [2S]LGBTQ+ environment for Members, their friends, and family, in a socially safe and non-discriminatory atmosphere” (Riverdale Constitution) and “ensure a safe and positive environment ... by making individuals aware there is an expectation, at all times, of appropriate behaviour ... providing an environment in which all Individuals are treated with respect and fairness” (Curling Canada Code of Conduct and Ethics).

The Executive will use the Code of Conduct to address serious breaches in behaviour, whether isolated or ongoing, that occur during Riverdale events. Our primary goals are reconciliation and resolution, rather than punishment, however where the behaviour is ongoing or particularly serious, further action may be taken as set out in the "Enforcement" section below. It is not meant to take the place of legal enforcement if a crime is committed against you. The league will not become involved in interpersonal disagreements or arguments between or within teams.

(c) Code: As outlined in the Riverdale Constitution, in Article 2, Section B, we aim:

- To promote the sport of curling and encourage participation in Riverdale activities for Members and the broader LGBTQ+ community.

- To provide a positive LGBTQ+ environment for Members, their friends and family, in a socially safe and non-discriminatory atmosphere.

- To promote fellowship, camaraderie and enjoyment of curling for all Members.

- To liaise, participate, and support events and activities of the Canadian Pride Curling Association, the broader curling community, and the broader LGBTQ+ community.

- To promote the values of respect, understanding, equality, honesty, trustworthiness, commitment, and cooperation amongst all Members.

To these ends, we will not tolerate sexist, racist, or transphobic behaviour, verbal harassment, sexual harassment, or assault.

We affirm the principle of consent in interactions between members, and willing and informed consent. Consent cannot be given by individuals who are underage, intoxicated or incapacitated by drugs or alcohol, or asleep or unconscious. If someone agrees to an activity under pressure of intimidation or threat, that isn't considered consent because it was not given freely.

(d) Definitions: Riverdale Curling League will use the definitions contained in the Code of Conduct adopted by Curling Canada when discussing alleged violations of our Code of Conduct.

“Discrimination” – Differential treatment of an individual based on one or more prohibited grounds which include race, citizenship, national or ethnic origin, colour, religion, age, sex, sexual orientation, gender identity or expression, marital status, family status, genetic characteristics, or disability.

“Harassment” – A course of vexatious comment or conduct against an Individual or group, which is known or ought to reasonably be known to be unwelcome.

“Sexual Harassment” – A course of vexatious comment or conduct against an Individual because of sex, sexual orientation, gender identify or gender expression, where the course of comment or conduct is known or ought reasonably to be known to be unwelcome; or making a sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant or deny a benefit or advance to the Individual and the person knows or ought reasonably to know that the solicitation or advance is unwelcome.

(e) Application: This Code of Conduct will be applied to all Members of the Riverdale Curling League, Fifth Players, Spares and their guests, when participating in league events including but not limited to regular league games, post-game socializing, events hosted by Riverdale Curling League outside of the curling club, and clinics.

(f) Reporting Mechanism: We recognize that reporting inappropriate behaviour may be distressing and difficult and respect your decision to report or not report an incident. We reiterate our commitment to keep reports confidential within the executive team, except to the extent necessary to investigate the complaint.

Formal complaints may be initiated by emailing details of your complaint to feedback@pridecurl.ca. This will trigger an investigative process, followed potentially by discipline and/or reconciliation where possible.

(g) Enforcement: When a formal complaint that an individual has acted in a way that is contrary to the Code of Conduct is received by the executive, the following steps will take place:

The executive will determine whether the complaint warrants formal intervention by the league. The executive will err on the side of encouraging resolution between individuals without intervention of the executive, where possible.

If the executive determines that action by the league is appropriate:

The subject of the complaint will be approached and offered an opportunity to address the accusations. The opportunity will be either in-person or by email at the discretion of the executive.

Following investigation, the individual accused will be issued a formal warning by the league, if warranted in the opinion of the executive. The complainant will be informed of action taken, if any, and asked to inform the executive if the issue persists.

The executive may also choose to suspend a Member for a certain number of games.

If the behaviour persists, the executive will exercise its authority under Section C of the Riverdale Constitution to take further action, up to and including formal expulsion from the league.

In the event that a Member of the Executive is the subject of a formal complaint, that Member will be excluded from the discussion and decision-making process regarding the complaint.

Guests are responsible for their own conduct. If the subject of the complaint is not a Member of the league, the Executive may engage the Member who invited them, and the staff at the Royal Canadian Curling Club.

(h) Considerations: We acknowledge that situations where you experienced inappropriate, harassing, discriminatory, or unwelcome behaviour, or where you observe someone being subject to such conduct, can be very distressing to people and it can be hard to know what to do.

We also acknowledge that behavioural issues are sometimes exacerbated by substance abuse or mental illness. We aim to be fair and compassionate for people in these situations without accepting inappropriate behaviour. We also affirm that consumption of alcohol or drugs does not excuse inappropriate conduct.

(i) Annual Review: The Executive will review the Code of Conduct (By-Law G) annually. If Members have any questions about the Code of Conduct, they may approach the Member Relations representative for clarification.