

## Membership Policy

The Organization refers to: Ontario Cycling

### Purpose

1. The purpose of this Membership Policy is to ensure continued participation growth and development of cyclists in Ontario in a safe and organized environment by providing both Member Clubs and registered Individual and Participant Members the rules and regulations regarding fees and terms and conditions of membership within Ontario Cycling (OC).

### Membership Categories

2. OC, as per its By-laws has the following categories of membership:
  - a) Member Club (Voting).
  - b) Individual Member (Voting).
  - c) Participant Member (Non-Voting).

### Description of Membership Categories

3. OC defines each of the above-mentioned membership categories as:
  - a) Member Clubs – Member Clubs shall be each of those clubs to which from time to time the Organization has issued a “Member Club” Membership in accordance with an Organization approved policy, provided that a Member Club must:
    - a. have a minimum of (5) members who are either Individual Members or Participant Members.
    - b. be a corporation incorporated under the laws of Ontario or Canada.
    - c. have policies, procedures, and rules that are not inconsistent with those of the Organization.
    - d. have a current Membership which has not ceased as described in Section 2.17 of the By-laws.

#### ***Common Membership Types: Not-for-Profit Clubs, For Profit Clubs***

- b) Individual Members – Subject to Section 2.8 of the OC By-laws, Individual Members shall be each of those individuals to whom from time to time the Organization has issued an “Individual Member” Membership in accordance

with an Organization approved policy, provided that an Individual Member must:

- a. Be an Individual Member who holds either:
  - i. A provincial race license (*Compete Membership Category*)
  - ii. A UCI license
- b. Have a current Membership which has not ceased as described in Section 2.17 of the OC By-laws

An Individual Member cannot transfer to another category of Membership. A corporation or other entity may not be an Individual Member.

***Common Membership Types: UCI Race License, UCI Technical License, Compete Membership***

- c) Participant Member – Participant Members shall be each of those individuals to whom from time to time the Organization issues a “Participant Member” Membership in accordance with an Organization approved policy, provided that a Participant Member must:
  - a. Have paid relevant fees:
    - i. To a Member Club to be a current member of that Member Club (as may be confirmed by such Member Club from time to time).
    - ii. To Ontario Cycling as a Community or Challenge Member.
    - iii. To participate in a specific event sanctioned by the Organization.
  - b. Have a current Membership which has not ceased as described in Section 2.17 of the OC By-laws

A Participant Member may transfer to an Individual Member status for the purpose of race participation through a process which is in accordance with an organization approved policy.

A corporation or other entity may not be a Participant Member.

***Common Membership Types: Community Membership, Challenge Membership***

## **Admission of Members**

4. No individual or Member Club shall be admitted as a member of OC unless:
  - a) The individual or Member Club has made a written application for membership in a manner prescribed by the Organization.
  - b) The individual or Member Club has been approved as a Member by the Organization.

- c) The individual or Member Club has paid membership dues as determined by the Organization.

## Membership Process

5. Each individual application for membership must be made in the following matter:
  - a) For all Community and Challenge Memberships, Compete Memberships and UCI Licenses (Race and/or Technical):
    - a. Register using OC's online membership registration system through CCN Bikes.
    - b. Complete all required fields as requested (ex. First and Last Name, Date of Birth, Email Address, Mailing Address, Phone Number, Gender Identity, Emergency Contact, choice of membership type, etc.)
    - c. Agree to and sign/confirm acceptance of the ONTARIO CYCLING ASSOCIATION ACKNOWLEDGEMENT, RELEASE, INDEMNITY and ASSUMPTION of RISK AGREEMENT. For all UCI Race Licenses and other memberships as required, the UCI RACE LICENCE DECLARATION and CYCLING CANADA ANTI-DOPING RULE VIOLATION (ADRV) FINANCIAL CONSEQUENCES document must also be completed and submitted in full.
    - d. Agree to sign/confirm acceptance of the OC Concussion Policy and Concussion Code of Conduct.
    - e. Pay ALL membership dues.
6. Each Member Club application for registration must be made in the following matter:
  - a) For all Member Club registrations:
    - a. Register using the OC's online club registration process through Google Forms.
    - b. Complete all required fields as requested (ex. Club Name, Email Address, Club Contact Information, Club type, etc.)
    - c. Provide required policy and/or guideline documents (ex. Risk Management Plan, Club Ride Guidelines, Current Season Jersey Design, etc.
    - d. Confirm all policies and guidelines the Club currently has in place.
    - e. Agree to and sign/confirm acceptance of the OC – Registered Member Club Agreement.
    - f. Pay ALL membership dues.

*Individual Member, Participant Member, or Member Club applicants who have applied for membership will be contacted, in writing, should there be any outstanding items keeping the membership from being completed. It is the responsibility of the applicant to ensure all required items are submitted accurately for membership consideration to be granted.*

## **Membership Dues**

7. Year – The membership year of OC is January 01 – December 31.
8. Dues – Membership dues for all categories of members shall be determined by the Organization.

## **Resignation, Disciplinary Action, Suspension and Termination of Membership**

9. Resignation – A Member may resign from Ontario Cycling by giving written notice to the Organization, except in cases where the Member is subject to a disciplinary investigation or proceeding of the Organization.
10. May Not Resign – A Member may not resign from OC when that Member is subject to a disciplinary investigation by the Organization.
11. Discipline Action, Suspension and Termination of Membership
  - a) The Organization or any delegated authority by the Organization may suspend or terminate a Member's membership, or the Organization or any delegated authority by the Organization may impose other disciplinary restrictions or sanctions regarding a Member's membership, in accordance with the Organization's policies, procedures and rules relating to discipline of Members, if the Member fails to comply with any of the By-laws, policies, procedures or rules of the Organization.
  - b) Without limiting the generality of the above, a sanction which may be imposed regarding a member's membership may be or include a declaration by the Organization or by any delegated authority by the Organization that the Member is not in good standing as contemplated by Article VIII.
  - c) A Member shall be given at least fifteen (15) Days' notice of, with reasons for, a proposed action under this provision and shall be given an opportunity to be heard by the Organization or by any delegated authority by the Organization, orally or in writing, not less than five (5) Days before the

disciplinary action, suspension or termination of membership becomes effective.

12. Suspension or Termination of Membership related to Fees – Without limiting the generality of the above:
  - a) The Organization or any delegated authority by the Organization may suspend a Member's membership for failing to pay membership fees by the fee payment deadline date prescribed by the Organization, provided that a Member shall be given at least fifteen (15) Days' notice of, with reasons for, a proposed action under this provision and shall be given an opportunity to be heard by the Organization or by any delegated authority by the Organization, orally or in writing, not less than five (5) Days before the suspension of membership becomes effective; and
  - b) Should a Member's membership fees remain unpaid for over thirty (30) Days after the fee payment deadline date prescribed by the Organization or by any delegated authority by the Organization, the Organization or any delegated authority by the Organization may terminate the relevant Member's membership, provided that a Member shall be given at least fifteen (15) Days' notice of, with reasons for, a proposed action under this provision and shall be given an opportunity to be heard by the Organization or by any delegated authority by the Organization, orally or in writing, not less than five (5) Days before the termination of membership becomes effective. For greater certainty, a termination of a Member's membership pursuant to Section 2.15(b) of the OC By-laws may occur without a suspension under Section 2.15(a) of the OC By-laws having been imposed
  
13. Not in Good Standing – A Member who is declared not to be in good standing:
  - a) Shall not be entitled to vote at Members' Meetings.
  - b) Shall lose all Member privileges.
  
14. Cease to Be a Member – Any Member shall cease to be a Member in the event that such Member's Membership has not been renewed, or upon that Member's resignation, (subject to section 2.13 of the OC By-laws), the termination of that Member's membership, that Member's death (in the case of an Individual Member or Participant Member), or, in the case of a Member Club, that Member's dissolution or the winding up of its affairs.

## Good Standing

- 15.** A member will be in good standing provided that, as determined by the Organization or by any delegated authority by the Organization:
- a) The Member's membership has not been terminated or the Member has not ceased to be a Member.
  - b) The Member has not been suspended or the Member's membership terminated.
  - c) The Member is not subject to disciplinary restrictions or sanctions imposed by the Organization (including, without limiting the generality of the foregoing, pursuant to a determination or decision of the Organization or by any delegated authority.
  - d) The Member has completed and remitted all documents as required by the Organization.
  - e) The Member has complied with the Organization's By-laws, policies, procedures, rules and regulations.
  - f) The Member is not subject to a disciplinary investigation or action by the Organization, or if subject to disciplinary action previously, has fulfilled all terms and conditions of such disciplinary action to the satisfaction of the Organization or by any delegated authority by the Organization; and
  - g) The Member has paid all required membership fees and other monies owed to the Organization.
- 16.** Member Ceasing to be in Good Standing – A Member who ceases to be in good standing shall, as determined by the Organization or by any delegated authority by the Organization, will not be entitled to vote, to make or to second motions or to speak at Member's meetings, or be entitled to the benefits and privileges of membership until such time as the Organization or by any delegated authority by the Organization is satisfied that the Member has met the definition of being in good standing.

## Membership Registration Refunds

- 17.** For all membership categories, any requests for refund of membership prior to issuance must be remitted in writing to the OC.
- 18.** Generally, refunds for membership are not granted once the membership has been issued.
- 19.** Any refund for membership will be at the sole discretion of either the OC President & CEO or Club Relations and Membership Manager and will be



based on the cost after all administrative and online registration provider charges have been deducted.

## **Transfer of Membership**

20. Memberships may not be transferred from one applicant to another, nor from one season to the next.

## **Review and Approval**

21. This policy is reviewed annually.
22. This policy was approved by the OC President & CEO.
23. This policy went into effect on December 21, 2017, and was last updated on Nov 09, 2023.

## Appendix A – Membership Prices Charts

### Individual Member

Membership Type	Application Age (Age as of Dec 31, 2024)	Membership Fee
Compete Membership (PRL)	8-18	\$65.00
	19+	\$100.00
UCI Race License (Road, MTB, Cyclo-cross, Track)	Under 17	\$135.00
	17-18	\$175.00
	19+	\$200.00
UCI Race License (BMX Only)*	Under 17	\$92.00
	17+	\$127.00
UCI Race License (Para-cycling)	Under 17	\$87.00
	17+	\$125.00
UCI Staff/Technical License	19+	\$88.00

\* For those wanting to add a BMX Code to an existing UCI License, the fee is \$30.00. Anyone requiring this after originally purchasing their license can add this using the CCN Bikes registration system.

*Note: If purchasing a UCI Technical License and UCI Race License, only the highest fee applies. If purchasing a UCI Technical License and a Challenge or Compete membership, a \$10 fee will be added to the highest membership cost.*



**Late Season Discount** – Receive 25% off the purchase of a 2024 UCI License if purchased after September 14, 2024.

### Participant Member

Membership Type	Application Age (Age as of Dec 31, 2024)	Membership Fee
Community Membership	Under 8	\$20.00
	8-18	\$25.00
	19+	\$45.00
Challenge Membership	Under 8	\$44.00
	8-18	\$52.00
	19+	\$75.00

**Triathlon Ontario Members Discount** - 2024 Triathlon Ontario members who join Ontario Cycling(OC) are eligible for a \$10 discount on their OC membership. Contact OC office to obtain more information.

**Family Discount** – 20% off membership purchase if purchased at same time as other family members. (Note: Min. 4 members, with at least one Under 18 membership is required. Must be purchased in same CCN Bikes account in same transaction.)

To receive discount, email Club Relations & Membership Manager at [chris.baskys@ontariocycling.org](mailto:chris.baskys@ontariocycling.org) after purchase with a copy of your membership purchase receipt from CCN Bikes and an email address to send e-Transfer for discount amount to. Only eligible recipients will be sent an e-Transfer

### Member Club

Club Type	Registration Fee (Until Jan 31)	Registration Fee (Feb 01 Onward)
Not-for-Profit Club (Member Owned)	\$285.00	\$335.00

For Profit Club	\$360.00	\$435.00
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*Member Clubs who have not registered within the previous 4 years with Ontario Cycling are eligible for a \$50 rebate on their registration fee.*