

SILVER SPOKES CYCLING CLUB	Revision 0
CODE OF CONDUCT	March 2019

1. Definitions

“SSCC” – The Silver Spokes Cycling Club

“Member” – An individual who has chosen to join the SSCC and has fully paid the annual fee

“Directors” – Those Members who have been elected or appointed to the Board of Directors for the current calendar year in accordance with the relevant provisions of By Law No. 4

2. Purpose

The SSCC mission is to provide a safe, friendly, supportive and encouraging environment to enjoy and promote bicycling in all its forms. The purpose of this Code is to ensure that Members are aware that there is an expectation, at all times, of appropriate behaviour consistent with the SSCC’s mission and core values.

3. Core Values

The SSCC supports equal opportunity, prohibits discriminatory practices, and is committed to providing an environment in which all Members are treated with respect and fairness.

4. Application of this Code

This Code applies to Members’ conduct during all SSCC-sanctioned activities, as well as out-of-club events in which an individual participates as a SSCC Member, and when carrying out any duties or activities associated with membership in SSCC.

A Member who violates this Code may be subject to sanctions pursuant to the SSCC’s Complaint Review and Resolution Policy.

5. Responsibilities

Members

Members have a responsibility to:

- a) Maintain and enhance the dignity and self-esteem of other Members by:
 - 1) Demonstrating respect to Members regardless of body type, physical characteristics, athletic ability, age, ancestry, colour, race, citizenship, ethnic origin, place of origin, creed, disability, family status, marital status, gender identity, gender expression, sex, and sexual orientation
 - 2) Focusing comments or criticism appropriately and avoiding public criticism of other Members

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- 3) Consistently demonstrating the spirit of sportsmanship and ethical conduct
- 4) Acting, when appropriate, to correct or prevent practices that are unjustly discriminatory
- 5) Consistently treating other Members fairly and reasonably
- b) Refrain from any behaviour that constitutes **harassment**, where harassment is defined as comment or conduct directed towards an Individual or group, which is offensive, abusive, racist, sexist, degrading, or malicious. See **Appendix A** for a list of behaviours that may be considered harassment.
- c) Refrain from any behaviour that constitutes **sexual harassment**, where sexual harassment is defined as unwelcome sexual comments and sexual advances, requests for sexual favours, or conduct of a sexual nature. See **Appendix B** for a list of behaviours that may be considered sexual harassment.
- d) Refrain from the use of power or authority in an attempt to coerce another person to engage in inappropriate activities
- e) Take reasonable steps to manage the responsible consumption of alcohol or cannabis in adult-oriented social situations associated with SSCC activities
- f) Respect the property of others and not willfully cause damage
- g) Promote the sport in the most constructive and positive manner possible
- h) Adhere to all federal, provincial, and municipal laws
- i) Comply, at all times, with the SSCC's bylaws, policies, procedures, rules and regulations, as adopted and amended from time to time
- j) Report any injuries or medical problems to the Board of Directors in a timely fashion
- k) Act in a sportsmanlike manner and not display appearances of violence, foul language, or gestures to other riders

Directors

In addition to the Member responsibilities above, the SSCC's Directors have additional responsibilities to:

- a) Act with honesty and integrity, and conduct themselves in a manner consistent with the nature and responsibilities of the SSCC's business and the maintenance of Members' confidence
- b) Conduct themselves openly, professionally, lawfully and in good faith in the best interests of the SSCC
- c) Ensure that the SSCC's financial affairs are conducted in a responsible and transparent manner with due regard for all fiduciary responsibilities
- d) Be independent and impartial and not be influenced by self-interest, outside pressure, expectation of reward, or fear of criticism
- e) Behave with decorum appropriate to both circumstance and position
- f) Keep informed about the SSCC's activities
- g) Exercise the degree of care, diligence, and skill required in the performance of their duties pursuant to the laws under which the SSCC is incorporated
- h) Respect the confidentiality appropriate to issues of a sensitive nature

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- i) Respect the decisions of the majority, and resign if unable to do so
- j) Commit the time to attend meetings and be diligent in preparation for, and participation in, discussions at such meetings
- k) Have a thorough knowledge and understanding of all the SSCC governance documents
- l) Conform to the bylaws and policies approved by the SSCC

Appendix A – Harassment

Types of behaviour that constitute harassment include, but are not limited to:

- 1) Any type of abuse and / or threats (actual or perceived)
- 2) Bullying
- 3) Persistent unwelcome remarks, jokes, comments, innuendo, or taunts
- 4) Leering or other suggestive or obscene gestures
- 5) Words or actions which are known or should reasonably be known to be offensive, embarrassing, humiliating, or demeaning
- 6) Condescending or patronizing behaviour which is intended to undermine self-esteem, diminish performance, or adversely affect the group environment
- 7) Practical jokes which endanger a person's safety, or negatively affect the group or the SSCC as a whole
- 8) Any form of hazing including but not limited to humiliating, degrading, abusive, or dangerous activity
- 9) Repeated offensive or intimidating phone calls, emails, texts, or social media contact
- 10) Displaying or circulating offensive pictures, photographs or materials in printed or electronic form
- 11) Behaviours such as those described above that are not directed towards a specific individual or group but have the same effect of creating a negative or hostile environment
- 12) Retaliation or threats of retaliation against an individual who reports harassment to the SSCC Board of Directors

Appendix B – Sexual Harassment

Types of behaviour that constitute sexual harassment may include, but are not limited to:

- 1) Sexist jokes
- 2) Display of sexually offensive material
- 3) Sexually degrading words used to describe a person
- 4) Inquiries or comments about a person's sex or personal life
- 5) Unwelcome sexual flirtations, advances, requests or invitations

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- 6) Unwanted physical contact including, but not limited to, touching, petting, pinching, or kissing
- 7) Inappropriate sexual touching, advances, suggestions or requests
- 8) Persistent unwanted contact