



CKC Club Relations FAQ & Info

April 2026

Welcome to the CKC Club Relations FAQ & Info!

This publication is designed specifically for clubs and club executives as a tool to address the most frequently asked questions we receive, as well as offer some interesting ideas for clubs moving forward.

Website or Facebook?

Does your club's online presence match what is listed on the CKC public website? Many clubs no longer use traditional websites and now rely on social media, but an old website link may still appear in their listing.

Make sure your club's information is up to date. You can do this by emailing clubrelations@ckc.ca.

Choose the platform that works best for your club. Whether it's a website or a social media page, CKC can update your listing so it shows the most current and accurate information.

Storage Solutions

Does the club have strong systems in place to manage its finances and documentation storage? Treasurers and Secretaries play important roles, but sometimes unexpected things happen. It's important to make sure the club can still access its information if an officer is unavailable. This includes both current records and historical data, such as governing documents, recognition certificates, meeting minutes, membership lists, past budgets, and reports.

Having more than one signing authority is a good start, but it's not enough. Financial records—both current and historical—should be stored in a place where more than one Board member can access them. The club should also have a clear backup plan to keep everything running smoothly.

CKC Membership Requirements for Club Executive

Confusing? Here's some clarity on personal CKC membership requirements of club executives:

Role	Must be CKC Member
President	YES
Vice-President	YES
Secretary	YES unless the Treasurer is
Treasurer	YES unless the Secretary is
Regional Directors	NO

*If the club is a 'local' club, 2 of the Officers must reside within the club's area of operation.

*For Provincial, Regional or National clubs, all Board Members must reside within the area of operation. Regional Directors must reside within the region they represent.

*Provincial and Regional clubs are required to have a minimum of 2 Regional Directors, while National clubs must have a minimum of 4 in specific areas.

*The Board Members that are not required to be current CKC members still need a CKC profile number to be recorded on the club's record. This is easily obtained on the CKC website by clicking 'Login' and then 'Create an Account'. A choice is provided to simply sign up without becoming a CKC member.

Board Education

Are the club's Board Members aware of their responsibilities? Have they read CKC Club Policy? Have they read the club's Constitution and/or By-Laws?

This should be part of an 'onboarding' process as a new Board is being elected, so expectations don't become surprises.

No question related to duties should be off the table. Creating an open environment for questions will build a strong executive team.

National Club Regional Directors

National clubs are required to have a minimum of 4 Regional Directors. One must be resident in each of the 3 regions outlined in CKC Club Policy. Those 3 regions are defined as:

- Ontario
- All zones east of Ontario
- All zones west of Ontario plus Yukon, Northwest Territories and Nunavut

The 4th Regional Director can be located anywhere in Canada - the location is at the club's discretion.

Insurance

Does CKC insure clubs?

No - clubs recognized by CKC are responsible for obtaining their own insurance coverage.

BFL Canada offers competitive rates to CKC clubs and members, but this company is not part of CKC.

You can view BFL Canada's information at the bottom of the CKC public website main page.

Ultimately it is up to each club to investigate and maintain its own insurance.

Branch Clubs

Branch, Chapter, Regional ... all these terms and more are used to refer to what CKC considers 'Branches' of National clubs.

There are 2 types of Branch clubs:

1. A group of individuals in a particular area who are members of a National club and act on its behalf by facilitating events like specialties, boosters and fundraisers. The National club may allow them to hold meetings and require them to submit reports, but ultimately these are individual members of the National club acting as a group and under the rules and responsibility of the National club. All applications are made in the name of the National club, and all credit for activities and events go to the National club. Only the National club branding may be used on promotional or event-related material.
2. A group of individuals in a particular area that support the National club and agree to abide by its governing documents, but also want to hold their own events and activities. This group may use their own logo and promotional material, and this Branch club is credited with the events they hold. This type of group applies for CKC recognition following CKC's naming convention for Branch clubs, with the National club's support, and then must hold the sanction matches required for the event types it wishes to hold.

A group of individuals that want to develop their own governance documents and operate separately from the National club must apply for official CKC recognition as a specialty breed club by meeting the criteria outlined in CKC Club Policy and detailed on the 'Forming a Club' page of the CKC public website.

Community Engagement

There has never been a more important time for the purebred dog community to promote our sport and connect with the public. Many people are exposed to misinformation, simply because they don't know the facts.

It is important to take this opportunity to share our knowledge, support responsible dog ownership, and protect our sport.

Community events and activities play a key role in this outreach and education. What has your club planned for 2026? Will your club be taking part in a Pet Expo or a Meet the Breeds event? If there isn't one local to you, consider creating one!

Think about how your club can get involved and make a difference in 2026.

Governance

One of the most common phrases we say is 'the club must follow its constitution and by-laws'.

A common misconception is that CKC governs clubs. CKC extends recognition to clubs that meet and maintain certain criteria, but each one self-governs.

Has your club's constitution been updated and approved to comply with CKC Policies and current practices?

Volunteers

At its core, a club is a community of like-minded people. Community engagement, public activities and mentoring will grow that community, and with that comes the resource of volunteers.

Having trouble finding volunteers for events? Build your community!

Mentoring

Is your club planning for the future? Are you helping to train and support the next group of leaders and club executives? It's never too early to start.

Building a strong culture of mentorship helps ensure the club stays active and successful.

Invite new members to join committees or sit in on meetings. As a Board, share your knowledge, welcome questions, and encourage open communication. Foster a sense of community. This helps everyone feel involved and prepared to take on leadership roles in the future.

Reporting

Does the club have to advise CKC of election results - YES!

Does the club need to advise CKC if a Board Member changes - YES!

Does the club need to advise CKC of election results even if there have been no changes - YES!

Club Policy requires that clubs advise CKC of any election results, and changes to a Board as a result of a Board Member vacating a role within 30 days.

This FAQ & Info publication will be produced in April, August and December each year, and posted on the CKC public website under the 'Clubs' tab on the 'FAQ' page.

Is there something your club thinks we should talk about?

Email clubrelations@ckc.ca with ideas!

With our Clubs
together we grow

