



# District One Constitution

## Table of Contents

ARTICLE 1: NAME AND PURPOSE .....	1
Section 1.1 – Name.....	1
Section 1.2 – Purpose of District 1.....	1
Section 1.3 – Governance.....	1
ARTICLE 2: MEMBERSHIP/ BOUNDARIES/ VOTING PRIVILEGE/ VOTING PROCEDURES/ QUORUMS/ MEETINGS/ ATTENDANCE .....	1
Section 2.1 – Membership in District 1 .....	1
Section 2.2 – Boundaries .....	2
Section 2.3 – Voting Privileges – District 1 .....	2
Section 2.4 – Voting Procedures.....	2
Section 2.5 – Quorum for District 1 .....	2
Section 2.6 – Meetings .....	3
Section 2.7 – Attendance at Meetings.....	3
ARTICLE 3: EXECUTIVE OFFICERS/ ELECTIONS/ TERMS OF OFFICE/ DUTIES OF THE EXECUTIVE/ REMOVAL OF EXECUTIVE OFFICERS.....	3
Section 3.1 – District One Executive Officers.....	3
Section 3.2 – Elections.....	4
Section 3.3 – Terms of Office .....	4
Section 3.4 – Duties of the Executive .....	5
Section 3.5 – Removal of Executive from Office .....	8
ARTICLE 4: COMMITTEES.....	8
ARTICLE 5: CONFLICT OF INTEREST GUIDELINES/COMMITTEE/EXECUTIVE MEMBERS .....	9
Section 5.1 – Committees.....	9
Section 5.2 – Conflict of Interest .....	9
Section 5.3 – Executive Members.....	9

ARTICLE 6: CONSTITUTIONAL AMENDING FORMULA .....	9
Section 6.1 – Constitutional Amending Formula .....	9
ARTICLE 7: BANKING/SIGNING AUTHORITY/ REIMBURSEMENT FOR EXPENSES/ DISTRICT1 FEES/ PROCEDURES FOR RULES OF ORDER.....	10
Section 7.1 – Banking/Signing Authority .....	10
Section 7.2 – Reimbursement for Expenses .....	10
Section 7.3 – District Fees.....	10
Section 7.4 – Procedure Rule of Order .....	11
ARTICLE 8: PLAYER/ TEAM REGULATIONS/ PLAYER TRANSFERS/ LINES OF AFFILIATION .....	11
Section 8.1 – Player/Team Regulations.....	11
Section 8.2 – Player Transfers .....	12
Section 8.2.1 – District to District Transfers.....	12
Section 8.2.2 – Within District Transfers.....	12
Section 8.2.3 – Transfers Fees Within a District.....	13
Section 8.3 – Lines of Affiliation .....	13
ARTICLE 9: GAME OFFICALS.....	13
ARTICLE 10: HISTORIC TOURNAMENTS .....	14
Section 10.1 – Leo Boivin Tournament .....	14
ARTICLE 11: AWARDS.....	14
Section 11.1 – The Clara Thompson Memorial Award .....	14
Section 11.2 – Recipients.....	15
ARTICLE 12: DISCIPLINE COMMITTEE .....	15
Section 12.1 – Discipline.....	15

## **ARTICLE 1: NAME AND PURPOSE**

### **Section 1.1 – Name**

- a) This organization shall be called Hockey Eastern Ontario (HEO). District 1, Upper St. Lawrence Division.

### **Section 1.2 – Purpose of District 1**

- a) To co-ordinate the activities of the 8 associations within the boundaries of District 1.
- b) To govern the “AA” and “A” program within District 1.
- c) To govern the Upper Canada Minor Hockey League (UCMHL).
- d) To work toward development and improvement of minor hockey within District 1.
- e) To develop and encourage sportsmanship and good fellowship among all participants, officials, spectators, and players alike, for the betterment of their social, physical, and mental well being.

### **Section 1.3 – Governance**

- a) District 1 will be governed by a Board of Directors (hereinafter referred to as the District 1 Council) consisting of executive members as set out in Article 3 and the Presidents or their appointed designate from each District 1 Association.
- b) Where an Association executive becomes inoperative the District 1 Council may, where necessary, operate the Association under a trusteeship until such time as reorganization takes place. The District 1 Council may appoint officers, as it deems necessary from within or outside the District for this purpose. The Trusteeship remains in effect until the Association can demonstrate self-government. Written terms of reference for the Trustee shall be issued by the District 1 Council when a trustee has been appointed and shall include, but not limited to;
- The Trustee shall be in attendance for all District Council meetings and any Association Annual General Meeting(s),
  - The Trustee shall remain impartial in all matters under consideration, and
  - The Trustee shall be the approving authority for all decisions taken by the Association Executive.

## **ARTICLE 2: MEMBERSHIP/ BOUNDARIES/ VOTING PRIVILEGE/ VOTING PROCEDURES/ QUORUMS/ MEETINGS/ ATTENDANCE**

### **Section 2.1 – Membership in District 1**

- a) Membership to District 1 shall be open to all Associations within the geographical boundaries of District 1. Executive Officers must reside within the geographical boundaries of District 1.
- b) All Executive Officers must have served as an executive member of a District Association or currently be or have served as an Executive Officer.
- c) When no member is available because of the restriction above, District Council shall solicit a candidate from the District to fill the vacant position.
- d) Associations shall provide nominations to the District 1 Executive for election.

- e) All member Associations must abide by the Rules and Regulations of Hockey Canada, HEO, and District 1.
- f) Only those Associations whose District fees/levies are paid in full and whose teams are registered with the District 1 Registrar are entitled to membership.
- g) The Associations within the boundaries of District 1 are as follows:
  - Brockville Minor Hockey Association
  - Kemptville and District Minor Hockey Association
  - Leeds Minor Hockey Association
  - North Dundas Minor Hockey Association
  - Smiths Falls Minor Hockey Association
  - South Dundas Minor Hockey Association
  - South Grenville Minor Hockey Association
  - Rideau St. Lawrence Kings (A/AA) Minor Hockey Association

## **Section 2.2 – Boundaries**

The territorial boundaries of District 1 will be as defined by Hockey Eastern Ontario.

## **Section 2.3 – Voting Privileges – District 1**

- a) All members of District 1 Council shall be allowed to vote on matters involving Constitutional amendments and motions.
- b) A designate appointed by an Association must be a member in good standing of that Association.
- c) Each District Council member will be entitled to cast one vote with the exception of the Chairperson who may only vote in the event of a tie, in which case he or she may cast the deciding vote.
- d) At the AGM of District 1, (held in May) each Association in good standing having been a member for the previous year shall have a vote. This vote is to be allocated to the President or his/her delegate. Each Executive member of District 1 shall have a vote at the AGM.

## **Section 2.4 – Voting Procedures**

Unless otherwise specified, a simple majority of votes cast will carry a motion. No one at the District 1 Council table shall carry more than one vote.

## **Section 2.5 – Quorum for District 1**

- a) For the purpose of all monthly meetings, the attendance of four (4) Executive members and four (4) Associations representatives shall constitute a “quorum”.
- b) For the purpose of the AGM, the attendance of five (5) Executive members and five (5) Association representatives shall constitute “quorum”.

## **Section 2.6 – Meetings**

- a) All business of District 1 shall be conducted at the regular monthly meetings, the AGM and at special meetings as called from time to time.
- b) Appeal hearings and special meetings do not have to follow the Procedure Rules of Order format in Article 7, Section 4; however, all must follow Hockey Canada and HEO procedures.
- c) The Chairperson shall inform all members of the District 1 Council of all meetings at least Forty-Eight (48) hours in advance.
- d) Minutes will be kept at all meetings (excluding hearings) by the Secretary and will be made available to any member of the District 1 Council upon request.
- e) On the written request of any five (5) members of the District 1 Council, the Chairperson shall call a Special meeting. Such meetings shall be held with seven (7) days of such notification.
- f) Issues/decisions arising between meetings shall be made by the Chairperson and ratified at the next meeting of District.

## **Section 2.7 – Attendance at Meetings**

- a) If an Association or Executive member is not present for two (2) consecutive meetings, then that Association or Executive member will be notified by the Chairperson. The District 1 Council may motion to remove the members' voting privileges. If an Association President or designate is unable to attend, then a letter must accompany an alternate person who is a member of that Association.
- b) Anyone not a member of the current District 1 Council who wishes to attend a monthly District 1 meeting, or the AGM can request attendance by contacting the District 1 Chairperson by email at least 48 hours prior to said meeting. ONLY current executive members or members in good standing from the 8 District 1 Associations are eligible to request attendance.
- c) A fine of \$100.00 will be issued before an Association voting privileges be re-instated.

## **ARTICLE 3: EXECUTIVE OFFICERS/ ELECTIONS/ TERMS OF OFFICE/ DUTIES OF THE EXECUTIVE/ REMOVAL OF EXECUTIVE OFFICERS**

### **Section 3.1 – District 1 Executive Officers**

- a) District 1 Executive and Association members in good standing shall elect the following Executive positions on a rotational basis for two-year terms at the AGM held in May.
  - AGMs held in ODD years will have the following elected positions:
    - Chairperson
    - 2nd Vice President, who will also serve as President of UCMHL
    - Treasurer – (Shared duties - District 1 and UCMHL)
    - Secretary (Shared duties - District 1 and UCMHL)
    - Referee-in-Chief - (Shared duties - District 1 and UCMHL)
  - AGMs held in EVEN years will have the following elected positions:
    - 1st Vice President

- Registrar (Shared duties - District 1 and UCMHL)
- Director of Rules & Discipline (Shared duties – District and UCMHL)
- Coach Mentor
- Risk and Safety (Shared duties - District 1 and UCMHL)
- Director at Large, who will also serve as 1st Vice President of UCMHL

The Past Chairperson will be acknowledged as a voting Executive Officer and shall sit as a member of the District 1 Executive for a 1-year term following the election of a new Chairperson.

### **Section 3.2 – Elections**

- a) District 1 shall appoint a two (2) member nominating committee at the February District 1 monthly meeting for the purpose of receiving the names of nominees and coordinating the nominating purpose.
- b) To be eligible as a candidate for elections:
  - i) All Executive Officers must have served as an executive member of a District Association or currently be or have served as an Executive Officer.
  - ii) For the position of Chairperson, the nominee must have held a District Executive position or have experience in a role such as a President, Vice President of an Executive Board.
  - iii) When no member is available because of the restriction above, the Executive Officers and District Presidents shall solicit a candidate from the District to fill the vacant position.
- c) All members Association shall provide to the nominating committee with the name(s) of their nominee(s) no later than the District 1 March monthly meeting. The nominating committee will establish a preliminary list of nominees and the positions they aspire to. Additional nominations may be brought forward at the AGM.
- d) All Candidates for Executive Office must be nominated and seconded. A person may be nominated for any number of positions and may seek election to offices to which he/she has been properly nominated. Defeat in election for any office does not disqualify candidate from seeking election to any other subsequent office to which they have been properly nominated. Once elected to a position, that person shall be ineligible to stand for further nomination and election.
- e) Elections are to be by secret ballot. Only the successful candidate will be announced. All ballots will be destroyed after each vote. The Chairperson shall appoint three (3) election scrutineers from the floor for the purpose of tabulating votes. In addition, each candidate may also request and appoint a scrutineer of their own choosing to monitor the process. The candidate's scrutineer does not need to be a member of the District 1 Executive or Council.
- f) A neutral party shall be recommended by the nominating committee and ratified by the District 1 Council to preside over District 1 elections.
- g) There shall be no more than 4 District 1 members from the same Association area.

### **Section 3.3 – Terms of Office**

Terms of office is for two (2) years from AGM to AGM. Positions that become vacant during a term of office shall be filled. Nominations will be held from the floor at any monthly meeting and a simple vote will carry a nomination. If the term of office is for less than six (6) months, an existing Executive Member may hold

the position for the balance of the term. The Executive member will thus have two (2) votes for the balance of the year.

### **Section 3.4 – Duties of the Executive**

a) The Chairperson shall:

- call and preside at all District 1 meetings and Special meetings.
- attend HEO/Minor Council meetings.
- distribute literature to the Executive members and Associations provided by the HEO and Hockey Canada.
- be a member of all “Ad-Hoc” Committees of District 1.
- perform all duties of the 1st Vice when absent.
- make emergency decisions between meetings of District 1 Council such decisions to be ratified at next monthly meeting.
- be one of the signing officers of District 1 for any financial and non-financial matters.
- be the Chair of all hearings, appeals.
- assign duties to other executive members when existing executive member is temporarily absent.
- be present or represented at all UCMHL meetings.
- sit as an ex-officio member (non-voting) on the UCMHL Executive.
- receive an honorarium of \$3,000 per season.

b) 1st Vice Chairperson shall:

- in the absence of the Chairperson, or through delegation by the Chairperson, have all the powers and perform all the duties of the Chairperson. While assuming the Chairperson’s position, he/she may only cast a vote in the event of a tie.
- shall conduct hearings and appeals in accordance with HEO Rules and Regulations.
- shall assist and advise Association Rules and Discipline executive members in the performance of their duties as requested.
- be the Chairperson’s alternate for HEO Minor Council meetings.
- perform such duties as assigned by the Chairperson.
- be a member of all standing committees appointed by District 1.
- be one of the signing officers for District 1 for any financial and non-financial matters.

c) 2nd Vice Chairperson shall:

- become the President of the UCMHL.
- call and preside over all meetings of the UCMHL.
- deal with all matters pertaining to the UCMHL.
- report at District 1 monthly meetings.
- perform all duties assigned by the District 1 Chairperson.
- be one of the signing officers of District 1 for any financial and non-financial matters.
- call all meetings as deemed necessary or at the request of half of the voting Executive plus one.
- represent the UCMHL at all HEO meetings and otherwise represent the UCMHL in any capacity with higher hockey authority.

- be an ex-officio member of all standing or ad-hoc committees appointed by the League, notwithstanding Conflict of Interest Guidelines.
- vote only in tie-vote situations for matters pertaining to UCMHL issues.

d) Secretary shall:

- maintain accurate minutes, records and file all motions of all proceedings or meetings of District 1 and UCMHL.
- ensure the distribution of minutes and motions to all Executive members and Associations, as well as other parties as deemed necessary by District 1, no later than fifteen (15) days following the previous meeting.
- distribute all correspondence on behalf of District 1 and UCMHL as instructed by the Executive.
- be one of the signing officers of District 1 for any financial matters.

e) Treasurer shall:

- ensure proper maintenance of all books, accounts and assets for District 1 and UCMHL as well as be a signing officer for the District 1 Referee Fund.
- be responsible for all receipts and disbursements for District 1 and the UCMHL.
- have a financial statement of accounts for each monthly meeting for both District 1 and UCMHL, and year-end consolidated financial statement for the AGM.
- sign all cheques along with one of the signing officers from District 1 and/or the UCMHL.
- make recommendations regarding all fees/levies which are received and disbursed by District 1 and/or the UCMHL.
- present the proposed annual budget including recommendations at the AGM for approval.
- report at the monthly meeting any Associations which have not kept its account in good standing with District 1 and/or the UCMHL.
- request and review, from each Association within District 1 each season, a copy of their annual budget, full set of financial reports, including a copy of the associated bank statement to ensure Associations are following Generally Accepted Accounting Principles for their books and records.
- receive an honorarium of \$1,000 per season.

f) Registrar shall:

- register all players, coaches, managers and trainers for each team competing in District 1.
- ensure that all necessary procedures are followed by District 1 Associations to comply with Hockey Canada and HEO regarding team registrations.
- provide reports at the monthly meeting as required.
- make recommendations to District 1 regarding all matters pertaining to team and player registration.
- receive an honorarium of \$2,000 per season.

g) Referee-In-Chief shall:

- be responsible for all matters relating to officiating within District 1 as well as the UCMHL and shall advise the UCMHL on a monthly basis with regard to issues regarding officiating.



- be the liaison with HEO and keep all Association Referee-In-Chiefs apprised of all rule changes and matters requiring their attention.
- co-ordinate the “referee supervision program” and report all supervisions at each meeting of District 1.
- provide Associations with a copy of their referee supervisions upon request.
- provide a report at each monthly meeting.
- attend all HEO referee meetings that arise.
- keep the District Chairperson informed of all matters concerning officials such as, but not limited to, neutral referee assignments, discipline, and RIC meetings.

h) Risk and Safety Director shall:

- co-ordinate all Risk and Safety within District 1.
- attend all HEO meetings pertaining to Risk and Safety.
- make recommendations relating to arena safety.
- ensure all members of the District 1 executive hold a current police and vulnerable sector check.
- be informed of ALL associations within District 1 of Risk and Safety issues.
- support Association Risk and Safety Directors in their duties.
- perform all Risk and Safety activities for Associations in District 1 that don’t have a Risk and Safety Director until that position is filled by the Association.
- ensure that discriminatory slurs (as defined by Hockey Canada Rule Book) are not tolerated in District 1.
- receive an honorarium of \$1,000 per season.

i) Director-At-Large shall:

- be the 1st Vice of the UCMHL.
- be a member of any ad-hoc committees of District 1 and support hearings as a panel member when available.
- in the absence of the President of the UMCHL or through delegation, have all the power and perform all the duties of the President of the UCMHL. While assuming the President position, he/she may only cast a vote in the event of a tie.
- act in the capacity of Awards Chairperson for the League.
- be responsible to arrange and to ensure the UCMHL has a functional website.
- oversee and support all UCMHL division convenors in the execution of their responsibilities.

j) Coach Mentor shall:

- Provide positive and constructive advice, information, resources, guidance and support for District Association Coach Mentors and Hockey Development Coordinators.
- Have the ability to dedicate a significant amount of time to evaluate, implement and monitor the District 1 Hockey Development programs.
- To stimulate an open and productive atmosphere based on connection, collaboration and communication to build and implement the best program possible for the district.
- Attend all HEO Coach Mentor/Hockey Development meetings. To be a conduit with HEO and the District 1 Hockey Development programs.
- Hold quarterly meetings with the District 1 CM/HDC.

- Develop and implement a District 1 yearly plan. Identify areas of need for the purpose of developing the plan.
- Consult with the District Executive to promote the CM/HDC programs.
- Ongoing evaluations of the HD program to identify areas of need and troubleshoot areas of concern.
- Maintain and evaluate the body checking program. Train, evaluate and educate potential candidates for the body checking program.
- Oversee the Pathways program for the district. Liaise with the HEO Pathways committee to provide development and implementation strategies for the District 1 programs.
- Implement an annual survey for the CM/HDC to provide constructive and productive feedback to the District.
- Develop and share district wide resources to provide continuity and guides for the associations and their programs.
- Promote the transition for historical mindsets to new and innovative programs.
- At least 5 years of coaching and/or mentoring experience. Association executive experience is an asset.
- Applicants should have a vast amount of coaching and skill development knowledge.
- Have a good knowledge of Hockey Canada resources and vision.
- Advanced understanding of the Hockey Canada Pathways program and its purpose.
- A strong work ethic to promote, improve and implement coach and skill development for all ages and levels.
- Experience planning and running meetings.

k) Director of Rules & Discipline (R&D) shall:

- perform all R&D for the UCMHL.
- chair all R&D hearings for appeals and mandatory suspensions for the UCMHL.
- chair all R&D hearings for any issues related to on ice incidents between players, parents, bench staff and spectators.
- keep up to date with TTM system and hold associations responsible for all suspensions.
- receive an honorarium of \$1,000 per season.

### **Section 3.5 – Removal of Executive from Office**

All persons sitting on the District 1 Executive may at any time be removed from office with just cause, such cause to include but not limited to, absenteeism, conflict of interest, unruly behaviour, neglecting duties, deliberately misleading the District 1 Council. A two-thirds (2/3) majority vote of the District 1 Council would constitute removal.

### **ARTICLE 4: COMMITTEES**

- a) District 1 may appoint “Ad-hoc” committees as deemed necessary for the purpose of making recommendations.
- b) Committees appointed by the District 1 Council may include members who do not sit on the District 1 Council.

## **ARTICLE 5: CONFLICT OF INTEREST GUIDELINES/COMMITTEE/EXECUTIVE MEMBERS**

### **Section 5.1 – Committees**

- a) Members of an Appeal Hearing Committee shall not have any connection with the Association lodging and/or defending an appeal/hearing.
- b) If at all possible, only one member from an Association shall sit on an Appeal Committee.
- c) The Executive is empowered to seek appeal/hearings panel members from outside of District 1 who are members in good standing within HEO.

### **Section 5.2 – Conflict of Interest**

- a) A conflict of interest occurs when input is obtained or given by an individual that has put himself/herself in a situation where his/her opinion can change the outcome of an issue which will directly benefit this person's personal beliefs. Example: A conflict of interest occurs when a vote is cast by an individual that influences a motion benefitting that individual.
- b) Any executive member at District 1 and association level must identify any conflicts at the start of the season, if they are on a roster, to District 1 Rules and Discipline.

### **Section 5.3 – Executive Members**

- a) The Chairperson and the 1st Vice President shall not be an executive member of HEO or Hockey Canada.
- b) Members duly elected to an Executive position of the District 1 Executive may not hold a President position within any member Association.

## **ARTICLE 6: CONSTITUTIONAL AMENDING FORMULA**

### **Section 6.1 – Constitutional Amending Formula**

- a) Amendments to District 1 Constitution must be submitted in writing and seconded by a least one voting member of District 1.
- b) Amendments to District 1 Constitution must be submitted to the Chairperson or Secretary of District 1 at least one monthly meeting prior to the AGM.
- c) All motions for constitutional amendments to District 1 Constitution must be circulated by the Secretary to all Associations and Executive members no later than fifteen (15) days following the previous meeting before the AGM.
- d) One vote per Association President (or designate) and one vote per Executive member. The Chairperson can only vote to break a tie. A two-thirds (2/3) majority vote will carry the constitutional amendment.
- e) All accepted amendments will be effective immediately.

## **ARTICLE 7: BANKING/SIGNING AUTHORITY/ REIMBURSEMENT FOR EXPENSES/ DISTRICT1 FEES/ PROCEDURES FOR RULES OF ORDER**

### **Section 7.1 – Banking/Signing Authority**

- a) For all financial transactions relating to District 1, the Chairperson, 1st Vice, 2nd Vice, Secretary, and the Treasurer shall be the signing officers for District 1. The Treasurer shall sign all documents relative to disbursements /debts for District 1.
- b) The Treasurer and any one of the Executive members listed in Article 7, Section 1 a), shall be required as signing officers.

### **Section 7.2 – Reimbursement for Expenses**

- a) The Secretary for District 1 shall recover all reasonable expenses such as postage, telephone, photocopies, and secretarial materials.
- b) The Referee-In-Chief for District 1 shall recover all reasonable expenses such as postage, telephone, photocopies and mileage at the rate approved by HEO for all travelling related to the duties of his/her office.
- c) The members of an Appeal Hearing Committee and one Referee/Game Official required to appear at a hearing shall be paid mileage at the rate approved by HEO.
- d) Any Executive member appointed by District 1 to represent it at Hockey Canada or HEO meetings shall be paid mileage as approved by HEO.
- e) Any executive member for District 1, with the exception of those that receive an honorarium, shall be reimbursed for all reasonable expenses such as mileage.
- f) All claims for expenses must be directed to the Treasurer of District 1 in writing inclusive of all invoices, receipts, bills and other relevant documentation.
- g) No signing officer shall sign cheques for which they are the payee.
- h) All expenses shall be submitted and settled within the hockey season they are incurred.

### **Section 7.3 – District Fees**

- a) District fees will be set annually at the August meeting.
- b) All District fees must be received by District 1 Treasurer at the October monthly meeting.
- c) Failure to submit fees by the October meeting will result in the Association receiving written notification of the delinquent payment with a fifteen (15) day demand for payment. Failure to pay within fifteen (15) days will result in a loss of voting privileges until payment is received in full.
- d) All fees or levies are payable to HEO District 1, directly to the District Treasurer.
- e) Any financial deficit in the operating budget of District 1 shall be divided equally among all registered Associations. Any financial deficit regarding District “A” team(s) shall be borne by the team(s) in question.

- f) Associations will be responsible to reimburse District 1 for any expenses incurred if they request District representatives to visit their rink or create other circumstances that require District 1 representatives to travel. The decision to request payment will be made by the District 1 Executive and is binding with a simple majority vote.

#### **Section 7.4 – Procedure Rule of Order**

- a) Each District 1 meeting shall be governed by “Roberts Rules of Order.”
- b) Each District 1 monthly meeting shall follow a standard agenda:
- Call to Order by Chairperson or designate
  - Roll Call
  - Minutes (a) Errors or omissions (b) Motion to adopt circulated minutes or corrected minutes
  - Business arising from the minutes
  - Correspondence
  - Delegations
  - Executive Reports
  - New Reports
  - Queries from the Membership
  - Next meeting: date, time and location
  - Adjournment
- c) The agenda for the AGM shall include under Section 7.4.b) New Business, a subsection for amendments to the Constitution.
- d) At meeting prior to the AGM, the Secretary shall confirm which Associations have voting privileges for the upcoming AGM. Any Associations not in compliance will have an opportunity to pay any outstanding fines to have their voting privileges reinstated.
- e) The last item of business for the AGM shall be the election of new Executive Officers and turning over the meeting to the new Executive.
- f) The monthly meeting of District 1 will be held each month. Other meetings may be scheduled as required.
- g) No proxy votes or votes in abstention shall be allowed on any motion tabled at any District 1 meeting.

### **ARTICLE 8: PLAYER/ TEAM REGULATIONS/ PLAYER TRANSFERS/ LINES OF AFFILIATION**

#### **Section 8.1 – Player/Team Regulations**

- a) All players must register to play for the Association in whose zone the player resides.
- All players competing in the UCMHL shall be registered in accordance with the standards and requirements of the HEO and Hockey Canada.
  - No Association shall knowingly register a player from another zone.

- All competitive rep teams playing within the boundaries of District 1 must have their players and teams' officials registered and in the hands of the District 1 registrar prior to their first league game.
- All house league teams playing within the boundaries of District 1 must have their players and teams' officials registered and in the hands of the District 1 Registrar prior to their first league game.
- All U7 players within the boundaries of District 1 must have their players and team officials registered and in the hands of the District 1 Registrar prior to November 1st.

## **Section 8.2 – Player Transfers**

All transfers are for one year only. Must re-apply each year.

### Section 8.2.1 – District to District Transfers

- a) No player may attend a try-out or any other on-ice activity, with another District unless a tryout transfer of that player to such District has been approved.
- b) No player may attend a try-out or any other on-ice activity, with another Association in the same District unless a transfer of that player has been approved.
- c) All transfers must be initiated by the person requesting the transfer,
  - Transfer forms can be found on HEO website
  - The Association President and District Chair where the player wishes to be transferred to must sign the Transfer form first.
  - Association President and District Chair where player is asking to be released signs last.
- d) Transfers between Districts for House League may be permitted if all parties agree and there is no waiting list for house league. All parties, meaning the two Presidents and two District Chairs, must agree or else the transfer will go to the HEO Minor Discipline and Appeals Committee at a cost of \$250.00.

### Section 8.2.2 – Within District Transfers

- a) Transfers are allowed within a District at the competitive levels if the following criteria are met:
  - there is more than one association within the District
  - the home association does not offer a higher competitive level
- b) Before try-outs for the higher-level team, the following criteria must be met:
  - the player must be registered in their home Association
  - transfers must be signed by both Association Presidents or their delegate
  - upon acceptance to the team, the District Chairperson must sign the transfer before the player is official.
- c) If the player is cut from the higher-level team, the player must return to his/her home association. The player is allowed to try out for the next level team within his/her District. No player may attend a try

out, or any on-ice activity, with another District or Association unless a transfer of that player to such District or Association has been approved.

#### Section 8.2.3 – Transfers Fees Within a District

- a) No charge for the following transfers:
- players requesting a transfer to make a team viable in another Association as long as both Presidents agree as well as District Chair
  - players residing on border lines and both Presidents agree as well as District Chair-
  - players wishing to move to an Association in which to play at a higher level of hockey and both Presidents agree as well as District Chair
- b) Transfer fees will be \$150.00.
- If there are extenuating circumstances, the panel hearing the transfer will have the authority to change amount of transfer fee.
  - no refunds will be issued.

#### **Section 8.3 – Lines of Affiliation**

- a) Within District 1, lines of affiliation shall be regulated by Hockey Canada and HEO.
- b) Associations within District 1 can cross-affiliate where there is no affiliation line in a division or where a higher division is unable to affiliate from a lower division within their own association. Every effort must be made to affiliate within associations first.
- c) If a player within their home association is asked to affiliate to the next higher division and refuses, that player is ineligible to cross-affiliate to another association at the level and age to which they refused affiliation – example: a U11 B House player refuses affiliation to U13 B House team within their association, they can still affiliate outside their association to U11 Rep B if that team does not exist in their association, but they can not affiliate to another associations U13 B House team).
- d) A HEO affiliation document must be filled out, signed by both association presidents/registrars and the D1 registrar.
- e) Affiliation rules will be reviewed by the District 1 Council on an annual basis.

#### **ARTICLE 9: GAME OFFICIALS**

- a) All games within the boundaries of District 1 must be officiated by HEO crested officials who in good standing, have been certified for the current hockey season, and are not under suspension by the District 1 Referee-In-Chief(s) or by the Code of Discipline. Game officials shall authorize all game sheets by printing their names, certification numbers and signing the game sheet.
- b) The following systems shall be used for all games played within the boundaries of District 1.
- U9: One, two- or three-man system,
  - U11: Two- or three-man system,

- U13: Two- or three-man system,
- U15: Two- or three-man system,
- U16 & U18: three- or four-man system,
- U21: three- or four-man system.

It is recommended that Level III referees be used in U15, U16, U18 and U21 divisions.

## **ARTICLE 10: HISTORIC TOURNAMENTS**

### **Section 10.1 – Leo Boivin Tournament**

- District 1 will approve the sanction for the South Grenville Minor Hockey Association Leo Boivin International U18 AAA Showcase tournament annually. The District Chair will receive and review all team rosters for teams entered into the tournament and verify them with HEO to ensure they are approved Hockey Canada/Hockey USA rosters. If any international teams are entered into the tournament, the District Chair (or their delegate) will contact HEO to ensure the international teams are able to attend and all travel permits are completed prior to being accepted into the tournament.
- The District 1 Rules & Discipline will oversee discipline for the weekend of the tournament.
- The District 1 Referee In Chief will oversee the assignment of officials for the weekend to ensure they are qualified.
- The financial statement at the conclusion of the tournament is to be sent to the District 1 Treasurer to review and be kept on record.
- A District 1 Representative may be assigned to join the organizing committee meetings of the Leo Boivin Showcase in case there are any questions or concerns.
- All gamesheets from the tournament are to be kept by the Showcase Committee for 1 year following the tournament.

## **ARTICLE 11: AWARDS**

### **Section 11.1 – The Clara Thompson Memorial Award**

- This award is presented to honour the memory of a great lady, a great minor hockey volunteer and supporter, who served with integrity, honesty, dedication and sportsmanship to our hockey community, District 1 and the UCMHL, and its players, members, and supporters for over 30 continuous years.
- This award is to be presented annually to an Executive member of any Hockey Association, the UCMHL or the District, residing within the geographical boundaries of the District 1.
- To be nominated, this member must have presented and proven honest integrity and sportsmanship in dealing with the hockey community, its players, members and supporters. This member has served the hockey community of District 1 for five or more years and proven dedication through longevity of service to the hockey community. This member must be actively involved in minor hockey in the District. Should there be no nominees that meet the criteria in a given season this award will not be presented.
- A record of recipients for this award will be kept in the District 1 Constitution, Article 11 Awards.



- e) Nominations for this award will be forwarded to the District 1 Executive Nominating committee in March of every year. Should there be more than one nominee, the Nominating Committee and the District Chair will select the recipient based on the criteria presented in support of the candidates.
- f) This award will be presented annually at the District 1 AGM by the District Chair or delegate.
- g) This award must be returned in April of each year to the Nomination Committee of District 1. The Nominating Committee will have the engraving completed in time for presentation at the AGM.
- h) This award should be displayed in a place of prominence in a local arena during regular hockey season.
- i) A keeper award will be presented to the recipient.

## **Section 11.2 – Recipients**

2007	Dave VanStralen (RIC of District 1)
2008	Barb Levere (District 1 Chair)
2009	John Hanson (District 1 Hockey Development)
2010	Rose Williams (District 1 Secretary)
2011	Mike Horsburgh (District 1 Risk and Safety) and Peter Hickling (Athens MHA President)
2012	Hans Hutten (President of North Dundas)
2013	Lorie Hutt (District 1 Registrar)
2014	Peter Hickling (Athens MHA President)
2015	Sandra Doyle (District 1 Treasurer)
2016	Alex McLeod (District 1 Secretary)
2017	Barb Maitland (Smiths Falls)
2018	Barb Menard (Registrar North Dundas MH and District 1)
2019	Brenda Green (RSL Kings President)
2019	Scot Easton (UCMHL President / 2nd Vice District 1)
2020	Not awarded due to COVID
2021	Not awarded due to COVID
2022	Not awarded due to COVID
2023	Elaine Whiteman
2024	Nancy Greene
2025	Scott Evans

## **ARTICLE 12: DISCIPLINE COMMITTEE**

### **Section 12.1 – Discipline**

- a) If any Association or any members of an Association as covered in (B) owe money, or display behaviour or any actions contradictory to decisions made by an upper governing body, they can be designated as “not in good standing”. A motion and a vote of the District 1 Executive would determine if this action is warranted. A simple majority vote would be required to approve the motion.
- b) All Associations and members as outlined in (Article 2, Section 2.1) will follow the “chain of command” when dealing with all Minor Hockey business requiring answers, decisions or complaints.