

East Nipissing Minor Hockey Association



CONSTITUTION AND BY-LAWS

Revised-July 3rd 2018

CONSTITUTION

SIGNATURE

The foregoing Constitution and By-laws are hereby enacted, any changes and modifications to the Constitution or By-Laws during the current season will remain in effect until the Annual General Meeting of the Association and must be ratified by the affirmative vote of the Members of the Association at the Annual General Meeting of the Members of the Association duly called and held annually.

The ENMHA Constitution and By-Laws have been reviewed and signed on this July 3rd 2018

President-George Suszter

CONSTITUTION

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ARTICLE A – 1: NAME

- 1.01 The name of this organization shall be known as the **EAST NIPISSING MINOR HOCKEY ASSOCIATION** and shall be referred to in this constitution and by-laws as ENMHA.
- 1.02 The East Nipissing Minor Hockey Association is an incorporated entity in the Province of Ontario.

ARTICLE A – 2: GOALS AND OBJECTIVES

GOAL

- 2.01** The goal of the ENMHA is to promote, govern, encourage, develop, and improve minor hockey in East Nipissing.

OBJECTIVES

- 2.02** To offer a program that is affordable to any person wishing to participate.
- 2.03** To offer a program that encourages an equal opportunity for all participants.
- 2.04** To foster interest and participation in the program by its members, supporters, and teams.
- 2.05** To provide supervision and direction for all members, supporters, and teams.
- 2.06** To offer a program that will provide the essential skills and leadership so that the participants can compete at a level suitable to their skill and needs.
- 2.07** To offer a program that is geared to the person participating.
- 2.08** The ENMHA shall be carried on without purpose of financial gain for its members and any profits for other financial benefits to this organization shall be used solely to promote ENMHA objectives.

ARTICLE A – 3: BOUNDARIES

- 3.01** The boundaries referred to in any and all articles of the CONSTITUTION and BY-LAWS of the ENMHA shall be defined as follows:

Boundary of Cranberry Road in Callander to Hwy 17 South in East Ferris to Chisholm Township, Corbeil, and Nipissing Township, but not including Powassan.

ARTICLE A – 4: MEMBERSHIP

4.01 TERMS AND ELIGIBILITY

I. ACTIVE MEMBERSHIP

Active membership shall include all elected or appointed directors of officials, conveners, coaches, managers, and trainers appointed for the current season, and all registered players who are at least 18 years of age.

II. PARENT/GUARDIAN MEMBERSHIP

Parent/Guardian members shall include all parents and/or legal guardians of registered players where the registered player is under the age of 18.

III. HONOURARY LIFETIME MEMBERSHIP

Honorary Lifetime Membership may be granted to an individual who has rendered extraordinary and distinguished service to the association. Individuals may be nominated to be Honorary Lifetime Members by any member of the association. Granting an Honorary Lifetime Membership must be confirmed by a majority vote of the ENMHA Board of Directors.

4.02 MEMBERS IN GOOD STANDING

A member is deemed to be in good standing as long there are no outstanding balances owed from the current or previous season.

Member(s) with an outstanding registration balance from the previous season must ensure the balance is paid by October 1st of the new season before they will be eligible to go on the ice.

4.03 Membership is open to all residents within the boundaries of the ENMHA upon approval of the Executive.

ARTICLE A – 5: MEETINGS

5.01 ELECTION MEETINGS

The election meeting shall be held annually at the end of the season with the new executive taking office on the 1st day of June. Elections are open to anyone providing they meet membership criteria in constitution Article A – 4: Membership.

The secretary will give notice of all election meetings by placing a notice, stating the time, date, place, and purpose of such meetings on the Association website and other places deemed pertinent.

5.02 ANNUAL GENERAL MEETINGS

The Annual General Meeting shall be held on or before the end of May.

The secretary will give notice of all general meetings by placing a notice, stating the time, date, place, and purpose of such meetings on the Associations website and other places deemed pertinent.

5.03 MONTHLY MEETINGS

Regular monthly meetings will be held except in those months when such meetings would conflict with a statutory holiday or other special occasion or activity when the meeting will be held as ordered by the president. These meetings will be open to all.

The secretary shall advise all executive officers of the time, place, date, and purpose of the monthly meeting by the most expeditious means at their disposal.

5.04 SPECIAL EXECUTIVE MEETINGS

Special executive meetings may be ordered by the president at anytime. The president shall advise all executive officers of the time, place, date, and purpose of any special executive meeting by the most expeditious means at their disposal.

5.05 CLOSED MEETINGS

A closed meeting will be called by the ENMHA secretary when a complaint is received by the association. In attendance at this meeting will be the president, secretary, and three (3) executive members. The complainant will be asked to attend or submit a written complaint and the other party or parties involved will be asked to attend. These meetings will remain closed and private.

5.06 SPECIAL GENERAL MEETINGS

Special general meetings may be called by the president at any time or shall be called by the president upon request of a number of members of the ENMHA, stating the subject(s) to be discussed; such subjects shall be placed on the agenda and dealt with at the beginning of the meeting.

The secretary shall give 72 hrs notice of any special general meeting by posting a notice on the Association website, stating the time, date, and place of the next special general meeting.

5.07 QUORUM REQUIREMENTS

No Monthly or Executive Meeting shall be convened unless a quorum consisting of a simple majority of those Executive Officers currently serving are present.

5.08 AGENDA FOR ANNUAL GENERAL MEETINGS

1. Check voting powers and credentials
2. Reading of minutes of previous General Meeting
3. Business arising from minutes
4. Reports:
 - President
 - 1st Vice President – Registration
 - 2nd Vice President – Sponsorship
 - Secretary Convener (*split from secretary position June 2018 Exec Mtg, requires membership approval at AGM)
 - Treasurer
 - Fundraising/Volunteer Coordinator
 - Coaching Convener
 - Junior Coaching Convener (*split from secretary position June 2018 Exec Mtg, requires membership approval at AGM)
 - Tournament Director
 - Communications Director
 - Equipment Manager
 - Tournament/Exhibition Game Portal Registrar
 - Liaison Officer* (voted at Exec Mtg June 2018, Membership approval required AGM)
5. Reading of outstanding correspondence
6. Business arising from outstanding correspondence
7. Old Business
8. Consideration of Constitution and By-Laws and amendments
9. Election of Officers
10. New Business
11. Adjournment

5.09 ANNUAL GENERAL MEETING AGENDA ITEMS

Submissions for agenda must be made at least three (3) days prior to the annual general meeting.

ARTICLE A – 6: ELECTIONS

6.01 VOTING

The Officers shall be elected in the following order:

- President
- 1st Vice President – Registration
- 2nd Vice President – Sponsorship
- Secretary
- Treasurer
- Fundraising/Volunteer Coordinator
- Coaching Convener
- Junior Coaching Convener
- Tournament Director
- Communications Director
- Equipment Manager
- Tournament/Exhibition Game Portal Registrar
- Liaison Officer

Nominations may be in the form of a written nomination letter from another member of the ENMHA meeting the criteria of the membership requirements stated in Article A-4 of this Constitution or by way of nomination from another member of the ENMHA on the floor at the General Meeting that meets the criteria of the membership requirements stated in Article A-4 of this Constitution.

A nominee not elected to any office may, if nominated, run for election for any other office.

No person shall be elected to more than one executive position.

The results are announced before proceeding with the election for the next office. In the event of a tied vote, the chairperson of the nominating committee shall cast the deciding vote.

- 6.02** Elections are open to anyone providing they meet membership criteria as per Article A – 4: Membership.

ARTICLE A – 7: FISCAL YEAR

7.01 FISCAL YEAR

The fiscal year shall be a twelve month period commencing the 1st day of June and ending the 31st day of May.

ARTICLE A – 8: EXECUTIVE

8.01 OFFICERS OF THE ENMHA

The officers of the ENMHA consist of:

1. President
2. Registrar (1st Vice President)
3. Sponsorship (2nd Vice President)
4. Tournament Director
5. Secretary
6. Treasurer
7. Fundraising/Volunteer Coordinator
8. Coaching Convenor
9. Junior Coaching Convenor
10. Tournament/Exhibition Game Portal Registrar
11. Communication Director
12. Liaison Officer
13. Equipment Manager
14. Past President

No officer shall have more than one vote.

The executive is empowered to fill vacancies whenever necessary or to add to the executive.

The coaching convenor can be a coach in the ENMHA, and the convenor for each level/category can be a coach in the category they are convening. If the situation arises where the coach's convenor would be at conflict, he/she shall step aside and the 1st Vice President shall act as coach's convenor.

Each person heading a committee of the ENMHA shall have a vote.

Executive members missing three (3) meetings without due course shall be excused from the ENMHA.

ARTICLE A – 9: DUTIES OF EXECUTIVE MEMBERS

A. PRESIDENT

- I.** Shall preside at all meetings where available.
- II.** Shall be an ex-officio member of all standing committees.
- III.** Shall be the official representative, or appoint a delegate to the Nipissing District Hockey League.
- IV.** Shall oversee the operation of the ENMHA, and ensure that the association operates in a functional and responsible manner.
- V.** Shall perform all duties as naturally fall within the boundaries of the office.
- VI.** Shall ensure that an audit is performed, as required.
- VII.** Shall have a term in office which shall be for a period of two (2) years or more at the option of President as a biennial elected position.
- VIII.** Shall ensure that the ENMHA incorporation documents are maintained and kept current.

B. REGISTRAR (1ST VICE PRESIDENT)

- I.** The 1st Vice President is responsible for player registration.
- II.** 1st Vice President will act as an advisor to the President and the Executive.
- III.** Will seek out and appoint persons to be available to help with player registration.
- IV.** Will ensure that registration information is distributed and publicized in a timely manner for the upcoming season.
- V.** Will ensure that all registration monies are collected and turned over to the treasurer.
- VI.** Shall have a term in office which shall be for a period of two (2) years or more at the option of Registrar as a biennial elected position.

C. SPONSORSHIP CONVENER (2ND VICE PRESIDENT)

- I.** The 2nd Vice President is responsible for ENMHA fundraising and sponsorship
- II.** The 2nd Vice President will act as an advisor to the president and executive.
- III.** Will chair the fundraising and sponsorship committees.
- IV.** Will seek out and appoint persons to be available to help with fundraising and sponsorship.
- V.** Will recommend to the executive, of the current season, ways and means for the raising of required funds for the ENMHA.

- VI.** Shall have a term in office which shall be for a period of two (2) years or more at the option of Sponsorship Convener as a biennial elected position.
- VII.** Will ensure that a letter requesting sponsorship, from the previous season's sponsors, is sent one month prior to letters of request being sent to new sponsors.
- VIII.** Responsible for ensuring that all sponsorship fees are collected and turning them over to the treasurer.

D. TOURNAMENT DIRECTOR

- I.** The Tournament Director will act as an advisor to the president and executive.
- II.** Responsible for overseeing all tournaments operated by the ENMHA.
- III.** Will seek out and appoint persons to be available to help with all tournaments.

E. SECRETARY

- I.** The Secretary will act as an advisor to the president and the executive.
- II.** Will maintain accurate records of the proceedings of the Association.
- III.** Will notify the Executive of the time and place of all meetings.
- IV.** Will publish the notice of the annual general meeting at least three (3) weeks prior to the meeting.
- V.** Will maintain a filing system pertinent to the association.
- VI.** Will prepare and maintain a "Bring-Forward" file for use of the executive.
- VII.** Will carry out his/her duties in a manner which meets the best interests of the association.

F. TREASURER

- I.** The Secretary will act as an advisor to the president and the executive.
- II.** Will maintain an accurate record of all monies received and disbursed by the association.
- III.** Will consolidate committee budgets and submit a final budget for approval of the executive at the annual general meeting, except for the fund raising budget which will be presented one week after fall registration.
- IV.** Will provide a monthly financial update at each monthly executive meeting.
- V.** Will deposit all funds with a recognized financial institution.
- VI.** Will carry out his/her duties in a manner which meets the best interests of the Association.
- VII.** If required will work with the president to ensure the financial documents are prepared and sent to the CRA at the end of the hockey season.

G. FUNDRAISING/VOLUNTEER COORDINATOR

- I.** The Fundraising/Volunteer coordinator shall be in charge of coordinating all Fundraising activities such as the Bingo fundraising activity and any other fundraising activity supported by the ENMHA.
- II.** The fundraising/volunteer coordinator shall be in charge of coordinating volunteers for special functions regarding fundraising activities such as Bingos and ENMHA tournaments.

(*Non Voting Position for 2018-19s season)

H. COACHING CONVENOR

- I.** The Coaching Convenor will act as an advisor to the president and executive.
- II.** Will recommend the final selection of coaches and managers to the ENMHA for their respective teams.
- III.** Will be a member of the discipline committee.
- IV.** Will notify the Secretary of the need for a closed meeting to deal with a disciplinary case, and will attend that meeting and will ensure that the disciplinary action is enforced.
- V.** Will work in conjunction with the president to recommend and implement player movement within the ENMHA.
- VI.** Will request schedule changes as per the By-Laws.
- VII.** Will ensure a smooth and efficient operation within the respective levels.
- VIII.** Will ensure fair and equitable selection of players, coaches, and managers.
- IX.** If there is more than one team in a division, the coaching convenor will oversee the selection process. If the coaching convenor is affiliated with the team involved, the executive will appoint an unbiased third party.

I. JUNIOR CONVENOR

- I.** The Junior Convenor will act as an advisor to the president and executive.
- II.** The Junior Convener will oversee the Initiation and Novice Programs
- III.** Will recommend the final selection of coaches and managers to the ENMHA for the Initiation and Novice programs.
- IV.** Will notify the Secretary of the need for a closed meeting to deal with a disciplinary case, and will attend that meeting and will ensure that the disciplinary action is enforced.
- V.** Will work in conjunction with the president and coaching convener to recommend and implement player movement within the ENMHA.

J. TOURNAMENT/EXHIBITION GAME PORTAL REGISTRAR

- I. Shall enter the ENMHA tournament and exhibition game requests into the NOHA portal.
- II. Shall assist the registrar as required.

K. EQUIPMENT MANAGER

- I. Shall organize and maintain inventory of all association jerseys, goalie equipment and other hockey apparel belonging to the ENMHA.
- II. Shall work with the president and executive to ensure association jerseys and equipment are in maintained and kept in good order.

L. COMMUNICATIONS DIRECTOR

- I. Shall maintain the Association website.
- II. Shall update the Association website and Association Facebook page as required.
- III. Shall communicate Association events and meetings to the membership.

M. IMMEDIATE PAST PRESIDENT

- I. Shall act as the association ombudsman.
- II. Shall act as an adviser to the executive board.

N. LIAISON DIRECTOR

- I. The ENMHA Liaison Director will act as a liaison between the team liaison officers and the ENMHA Executive. He/she will report to the president and coaching convener when issues arise that cannot be resolved between the team liaison officer and the Liaison Director.
- II. The Liaison Director may be called upon by any player/parent Liaison officer seeking early resolution to issues, however the team manager or coach should always be the first point of contact regarding team issues.

ARTICLE A – 10: AMENDMENTS AND ALTERATIONS

10.01 CONSTITUTION AND BY-LAWS

No amendments or alterations shall be made to the Constitution except at a General Meeting; such amendments or alterations shall require a two-third (2/3) majority vote of those members present for approval as described in Article 10: Amendments and Alterations.

Amendments or alterations may be made to any By-Law by a notice of a motion approved by a two-thirds (2/3) majority of those officers present at any properly constituted monthly or special executive meeting; such amendments or alterations shall have the force only until the next annual general or special meeting.

10.02 EXECUTIVE AMENDMENTS OR ALTERATIONS TO THE PLAYING RULES

The ENMHA executive shall provide a minimum of 24 hours notice before holding an executive meeting that involves agenda items which, if adopted, alter the playing rules. This notice, which would include the subject or intention of the motion, will be placed on the ENMHA website and association social media sites. If approved such amendments or alterations shall be the force only until the next annual general meeting

ARTICLE A – 11: DISSOLUTION CLAUSE

6.01 DISSOLUTION CLAUSE

Upon winding up operations or upon dissolution of the East Nipissing Minor Hockey Association, the assets which remain after payment of all costs, charges, and expenses which are properly incurred in the winding up of operations or dissolution of ENMHA shall be distributed to:

- such charitable organizations or organizations having similar charitable purpose. This provision shall be unalterable.

Examples of organizations with similar charitable purpose are included in this section to help clarify the meaning and intent of this section. Similar organizations or organizations having similar charitable purpose could be the Powassan Minor Hockey Association, Figure Skating Club, Kid Sport etc.

BY-LAWS

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ARTICLE B – 1: STANDING COMMITTEES

1.01 FUND RAISING COMMITTEE

- I.** Will be chaired by the 2nd Vice President.
- II.** Will work closely with the equipment committee in all purchases.
- III.** Will recommend to the executive ways and means for the raising of required funds for the ENMHA and presenting this to the executive after the treasurer's proposed fund raising budget is presented.

1.02 PUBLICITY AND PUBLIC RELATIONS

- I.** The chairperson shall be appointed by the executive.
- II.** It will be the responsibility of the Chairperson of the committee to keep public and participants informed of the happenings of the ENMHA.

1.03 SPONSORSHIP

- I.** The chairperson shall be appointed by the Executive.
- II.** The sponsorship committee shall be responsible for :
 - i)** Obtaining sufficient sponsors required for the teams, following the sponsorship fees decided upon by the Executive.
 - ii)** All direct dealings with all sponsors.
 - iii)** Gathering all sponsorship fees and turning them over to the Treasurer.
 - iv)** Shall send a letter requesting sponsorship to the sponsors of the previous season one month prior to letters of request to new sponsors.

1.04 DISCIPLINE COMMITTEE

- I.** The president shall chair this committee.
- II.** The secretary shall attend to take minutes.
- III.** The coaching convener shall attend .
- IV.** The Referee Scheduler shall attend pertinent meetings.
- V.** The process will be as follows:
 - i)** A complaint shall be reviewed by the President who shall call together the committee to decide on the legitimacy of said complaint concerning coaches, managers, players and/or parent(s).
 - ii)** The secretary shall notify the complainant(s) and/or person(s) involved of the time and place of the disciplinary meeting. The meeting is closed as per Article A-5.05.

1.05 ICE SCHEDULER

- I. The Ice Scheduler is not part of the executive committee but shall be appointed by the executive and shall take direction from and answer to the executive.
- II. It will be the function of the Scheduler to secure sufficient ice time so as to schedule league games, practices, playoffs, conditioning programs and exhibition games no later than June 30th.
- III. The scheduler will be the official representative of the ENMHA in negotiating ice time with the arena,
- IV. The Scheduler can be an ENMHA representative at the Nipissing District Hockey League (NDHL) meetings.

1.06 REGISTRATION COMMITTEE

- I. The 1st Vice President shall appoint persons to be available on registration night.
- II. Registration rates shall be set by the executive prior to the annual general meeting.
- III. The Registrar shall have a pay schedule prepared for each participant on registration night.
- IV. Any player who has not paid his/her registration fees by November 1st will be removed from his/her team by the coach's convener.

1.07 TOURNAMNENT COMMITTEE

- I. The head of this committee shall be appointed well in advance of a decision to hold tournaments by the ENMHA.
- II. The head of this committee shall be responsible for all facets of all tournaments.

ARTICLE B – 2: LEAGUE STRUCTURE

- 2.01** The ENMHA has the power to operate a suitable program in the following divisions, (the age limits are determined by Hockey Canada):

DIVISIONS:

- I. Hockey for Beginners
- II. Tyke (Initiation)
- III. Novice
- IV. Atom
- V. Pee Wee
- VI. Bantam
- VII. Midget

- 2.02** The executive of the ENMHA will decide the teams, leagues, and programs to be operated each season. They will endeavour to operate, if practical, teams in Rep and House League categories in each division.

- 2.03** The ENMHA has the authority to allow ENMHA teams to participate in programs operated by other hockey organizations on a basis that is agreeable to both organizations.

ARTICLE B – 3: PLAYER ENTRY REGULATIONS

- 3.01** Registration shall be open to all children residing within the boundaries of ENMHA.
- 3.02** Providing facilities are available, house league registration will be open to children residing outside the ENMHA and within the NDHL with appropriate release from their home association.
- 3.03** All children registering with the ENMHA must produce, at the time of registration, proof of age unless the child has registered previously with the ENMHA.
- 3.04** The current season's registration fee(s) will be set by the executive to provide the best possible program at the most economical cost.
- 3.05** All children registering to play hockey in the ENMHA must pay the registration according to the policies of the ENMHA.
- 3.06** No child shall be refused registration due to family financial difficulties. These cases are to be referred to the president for action.
- 3.07** A child residing outside of the boundaries of the ENMHA may try out for a Rep team with ENMHA provided that registration is paid in full and necessary releases have been obtained.

ARTICLE B – 4: TEAM SELECTION

4.01 Any player who is returned to the House League from a Northern Ontario Hockey Association (NOHA) or Rep team will be placed on an ENMHA team by the Coach's Convenor.

4.02 By December 15th the NOHA and Rep teams will make their final selections. The NOHA teams may sign as many players as allowed by the NOHA.

Any permanent movement of players after the final date must be approved by a two-thirds (2/3) majority of the Executive.

4.03 Once try-outs have been held and carded teams have been established, movement of players will only take place with the consent of parents, players, and both Coaches involved. In the event of a stalemate, the coach's convenor will arbitrate.

4.04 Rep teams that have 12 players or less are only permitted 2 players who reside outside the boundaries of the ENMHA.

Rep teams that are comprised of 13 to 15 players are only permitted 3 players that reside outside the boundaries of the ENMHA.

Rep teams that are comprised of 16 players or more are only permitted to have 4 players that reside outside the boundaries of the ENMHA.

The ENMHA executive shall provide a minimum of 24 hours notice before holding a meeting that involves agenda items regarding changes to this bylaw or team selection. This notice, which would include the subject or intention of the motion, will be placed on the ENMHA website and any association social media sites.

ARTICLE B – 5: PLAYER REGULATIONS

- 5.01** Players will not be allowed to play out of their own classification except with the approval of the player, the player's parent or guardian, and a two-third (2/3) majority of the executive.
- 5.02** A hockey player residing within the ENMHA boundaries shall not play or try-out with any team that is not under the jurisdiction of the ENMHA without the appropriate signed releases, as per Article B – 6: Releases.
- 5.03** Swearing, rough play and/or damage to an arena by any player registered with ENMHA will not be tolerated, and the offenders will be subject to suspension as determined by the discipline committee.

The ENMHA has a zero tolerance with respect to any harassment and/or abuse, which will be dealt with by the disciplinary committee.

- 5.04** Parents/Guardians and family members, of any players registered with the ENMHA, who in any way discredit the association, their team, team officials, game officials, arena staff, executive members, or any other person volunteering for the ENMHA will be subject to disciplinary action.

This could include the suspension of the child, from all ENMHA activities, that is related to the parties committing the infraction. The parent/guardian and/or family member could also face permanent ejection from any arena where the association is conducting play.

- 5.05** At all times, during team practices and games all players must wear:

- I. CSA certified helmet, properly fastened,
- II. CSA certified facemask, properly secured,
- III. BNQ certified neck guard,
- IV. An intra-oral mouth guard.

Failure to observe this rule may result in cancellation of team practices or suspension of the offending player(s) and/or coach(s).

- 5.06** Players will only be allowed to play on one team except for replacement goalies.
- 5.07** The rules of Hockey Canada, the NOHA, and the NDHL will govern all ENMHA game
- 5.08** All players in the ENMHA will be given equal ice time on a regular shift basis. The coach will have the responsibility to explain to parents, players, and the Executive if for some reason this is not followed.

- 5.09** Registration deadline will be determined by the Executive, prior to the annual general meeting. Once, registration is closed new registrants will only be accepted if there are openings on a team. Players moving into the area will not be placed on teams which are filled.

Players registering on or before the deadline will be placed on a team.

- 5.10** ENMHA teams must abide by NOHA regulations/rules with respect to team size and composition.

- 5.11** Once a player leaves the ENMHA all equipment, loaned to them, must be returned immediately.

ARTICLE B – 6: RELEASES

- 6.01** Player releases are governed by Hockey Canada, NOHA, and ENMHA rules.
- 6.02** The ENMHA will **NOT** release players that are classified as House League players.
- 6.03** The ENMHA will not release a player to tryout and play for a “AA” Rep team if the rep team released to plays against our rep teams at the same age category. (approved AGM May 10th 2016)
- 6.04** The ENMHA will always release a player to tryout and play for a “AAA” Rep team.
- 6.05** The ENMHA will release a female player if the female player wants to play for an all female team even if that team will compete, in league play, against an ENMHA team.
- 6.06** Although, a player release is not required, the ENMHA will release players to play high school hockey.
- 6.07** If a player or parent wishes to appeal a decision made by the ENMHA regarding player releases, the following procedure must be followed:
- I. A formal complaint(s) must be filed with the ENMHA.
 - II. A non-refundable administration fee of \$200.00 must be paid by the complainant, to the ENMHA.
 - III. The president shall set a meeting of the disciplinary committee.
 - IV. It has been determined by a majority vote of the disciplinary committee that the decision should be changed.

ARTICLE B – 7: GAME OFFICIALS REGULATIONS

- 7.01** The referee scheduler is not part of the executive committee. The referee scheduler is appointed by the NOHA Referee-in-Chief. The referee scheduler will work with the ENMHA executive and the ice scheduler to assign appropriate officials.
- 7.02** The referee scheduler is responsible for scheduling referees, for all regular season and play-off games as required by the NOHA, NDHL, and the ENMHA.
- 7.03** The referee scheduler is responsible to ensure that all E.N.M.H.A. referees are properly registered before the deadline each season and that they attend the appropriate referee clinics.
- 7.04** The referee scheduler is responsible to keep an accurate record and have it available upon request from the ENMHA executive, coaches, and parents.
- 7.05** Referees and Linesmen will be paid the rates set forth in the schedule of fees for officials submitted and accepted by the NOHA.
- 7.06** Timekeepers and scorekeepers shall be paid the rates set forth and accepted by the executive of the ENMHA.
- 7.07** Officials for ENMHA home games shall be paid on a monthly basis. The referee scheduler will submit referee timesheets to the treasurer for payment to officials.
- 7.08** Where a two-man system is used in place of a three-man system, payment shall be made as per two (2) referees.
- 7.09** The referee scheduler will ensure that rules as provided by the Hockey Canada, OHF, NOHA, NDHL, and/or ENMHA, and are adhered to where applicable.

ARTICLE B – 8 COACHES AND MANAGERS REGULATIONS

Coaches and Managers will:

- 8.01** Promote and foster the goals of the ENMHA.
- 8.02** Be at the arena at least fifteen (15) minutes prior to game time. If the coach or manager cannot be present, they are responsible for appointing a replacement capable of providing appropriate supervision of their players.
- 8.03** Provide a line-up to the timekeepers, prior to the start of the game.
- 8.04** Have the goaltender dressed prior to game time.
- 8.05** At all times, during team practices and games, ensure that all players are wearing:
- 8.12** Coaches, managers, and trainers are responsible for their designated team, only. The ENMHA will not tolerate interference by a coach, manager, or trainer into any appropriate coaching practises of another team.
- 8.13** Absolutely no player, coach, manager, trainer, referee, or other official shall be under the influence of alcohol or drugs while taking part in any ENMHA sanctioned activities. No profane or vulgar language is to be used by coaches or tolerated from players.
- 8.14** All players in the ENMHA will be given equal ice time on a regular shift basis. The coach will have the responsibility to explain to players, parents, and the ENMHA executive if for some reason this is not followed.
- 8.15** Coaches and managers shall be required to participate in any mandatory clinic(s) organized by the Hockey Canada, OHF, NOHA and/or ENMHA.
- 8.16** Managers will work directly with the coach, parents, players, and ENMHA convenor for their level.
- 8.17** The Manager must be a parent from the team who is present at all team practises and games.

ARTICLE B – 9: COMPETITION REGULATIONS

- 9.01** Playing rules as set down by Hockey Canada, OHF, NOHA, NDHL, and ENMHA will govern play in all regular, exhibition, and play-off games.
- 9.02** The coach may arrange a replacement goalie, from another team, with the permission of the goalie's coach and the parents. All goalies and players must fulfill their commitment to their regular team first.
- 9.03** Discipline should be given to a player in private only. Coaches have the power to discipline their players but not the power to suspend a player outright, without first speaking with the coach convenor.

ARTICLE B – 10: PRACTICE REGULATIONS

- 10.01** If a Coach cannot attend a practice, it is their responsibility to find a substitute. No team will practice without a coach or properly carded substitute present.
- 10.02** If there is more than one team in a house league division (i.e. Tyke, Novice, Atom, or Pee Wee) then two teams must conduct 90% of their practises at the same time.

ARTICLE B – 11: TEAM REGULATIONS

11.01 PARENT LIASON OFFICER

All ENMHA teams shall have a parent liaison officer who will act as a liaison between the team and Liason Director when issues arise that cannot be resolved at the team level.

11.02 TEAM FUND RAISING

All team fund raising endeavours and expenses for team fund raising must have the approval of the ENMHA executive. Teams must open a bank account to manage the teams finances. Financial Statements and team budgets must be provided to the team and association for review.

The sponsorship committee will be responsible for approaching team sponsors for donations towards sweaters. No team shall approach its team sponsor for donation; but, if the team sponsor approaches the team, this is acceptable.

11.03 TEAM COMPLIMENT

An injured or suspended player on a Rep or House League team cannot be replaced permanently by a player from the House League or another Rep team.

Players may be replaced by a player from one level down only, (e.g. Peewee Rep may borrow from Peewee House League).

11.04 BORROWING PLAYERS

All teams must complete an Affiliation at Large worksheet to select potential players that may affiliate throughout the season. The Rep or House League teams may borrow a player from House League; but, if the House League player is scheduled for a House League game at the same time, the player must fulfill his commitment to his/her House League team first. Permission must be received from the player's coach before borrowing of players. If a conflict arises, the convenor(s) will settle the dispute.

ARTICLE B – 12: GOALTENDING PROGRAM

12.01 GOALTENDING PROGRAM

The East Nipissing Minor Hockey Association believes in the development of goaltenders. As part of our goal in developing goaltenders, the ENMHA will reimburse parent(s) or guardian(s) of children playing as a goaltender 50% of what they paid from their registration fees or provide a goaltender skill sessions or clinics throughout the season. This provision shall be reviewed annually and voted on at the AGM.