



Simcoe Region Local League Constitution and Bylaws

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Preamble

We, the hockey enthusiasts of the York and Simcoe Regions, recognizing the love and passion for the game, and desire to promote fair play, camaraderie, and sportsmanship, do hereby establish this comprehensive Constitution for the Simcoe Region Local League.

The name of this organization shall be the Simcoe Region Local League, hereinafter referred to as “SRLL” or the “League.”

The purpose of this League is to provide a platform for minor hockey teams and players within the York and Simcoe Regions and surrounding communities to engage in organized and competitive hockey while fostering a spirit of sportsmanship, teamwork, skill development and community involvement.

Article 1: Definitions

In this bylaw, the following terminologies are applicable:

- i) **Act:** Refers to the Ontario not for Profit Corporations Act (2010), Ontario, and where the context requires, includes the regulations made under it, as amended, or re-enacted from time to time.
- ii) **AGM:** Annual General Meeting, held in April of each year, purpose to hear motions to change the wording or Articles in the Constitution, and to hold elections for the Directors whose terms will have expired.
- iii) **Board:** refers to the Board of Directors (Executive Committee) of the League.
- iv) **Bylaws:** refers to this Constitution representing the Simcoe Region Local League.
- v) **Chair:** refers to the Association President, or their designated representative.
- vi) **Committee:** two or more delegates to the League assembled for the purpose of investigating, researching, or developing topics of operational concern to the League.
- vii) **Delegate:** a Member center appointed representative who shall represent the Center
- viii) **Directors:** also referred to as the Executive Board. Delegates who have been elected by the Membership to provide the Leadership to the SRLL.
- ix) **HC:** reference to Hockey Canada, the overall authority for amateur minor hockey in the country.
- x) **Hockey Canada Pathways:** the framework structure for the development of minor hockey participants in Canada.
- xi) **League:** the collective association referred to as the Simcoe Region Local League (SRLL).
- xii) **Members:** all the associations, and their respective teams, who have been approved to participate in the programming provided by the League
- xiii) **Members in Good Standing:** members in the League, who have no outstanding fees, or property belonging to the SRLL, or are not the subject of any type of investigation by the League.

- xiv) **OHF:** Ontario Hockey Federation, overseer of amateur hockey in the province.
- xv) **OMHA:** Ontario Minor Hockey Association, governing body for Leagues operating in the province of Ontario.
- xvi) **Operating Policies:** written statements, contained in a separate document, which govern the operations of the League. Policies have been considered and approved by the Members of the League
- xvii) **SRLL:** Simcoe Region Local League
- xviii) **U (x):** Age groupings of the registered players. When registered to play by the home association, players are assigned an age level, and will play in that tier. With exception, players may move up one age bracket, or down a bracket. Such moves will be initiated by the Member Center and approved by the Members at a regular League Meeting.

Article 2: Objectives

The League is a Not-for-Profit Organization, formed to oversee the annual organization of regular season and end of season tournament play for amateur minor hockey teams in York and Simcoe Counties, Ontario. The League is incorporated as an entity under the Corporations Act of Ontario.

The Leagues registration is based in York and Simcoe Counties, Ontario. Corporate Seal and documents of incorporation are filed with the legal office of CAPO SGRO LLP, offices based in Woodbridge, Ontario

At its inception, the following centres were a part of the league: Beeton, Bradford, East Gwillimbury, Innisfil, Lefroy, Nobleking, Richmond Hill (Oak Ridges), Schomberg, Thornton, and the Town of New Tecumseth (TNT). Georgina joined the League in 2020, to make a total of eleven centres.

Members will enter the League in the following age categories: U7, U9, U11, U13, U15, U16, U18 and U21. Member centers are responsible for registering and assigning the players into teams. The number of teams per age division is then forwarded to the League for the development of schedules.

Article 3: Governing Authority

In all matters pertaining to the League Operations, the Hockey Canada playing rules, in collaboration with the Ontario Hockey Federation, (OHF) and the Ontario Minor Hockey Association (OMHA) shall be the governing authority for all activities in the League. Additional rules, operating policies, and procedures specific to the operations of the League, as needed, may be adopted by the Member Centers at a regular meeting or at the Annual General Meeting.

1.2 The OMHA exercises jurisdiction over all hockey operations, including associations, participants and representatives. The OMHA Regional Director, through the League Convenors, will oversee the assessment of penalties, according to the Suspension Tables. Associations are

responsible for the conduct of their members, including players, coaches and parents. SRLL has jurisdiction over the conduct of the League members and delegates.

“Article 4: Membership and Voting Rights

- 4.1) Membership in the League shall be open to all amateur hockey teams and players residing in the Simcoe Region or immediate vicinity, subject to the rules and regulations outlined in this Constitution,
- 4.2) Membership in the League (Corporation) will consist of those centres outlined in Article 2. Any centers wishing to join the Association must comply with League policies and be accepted by majority vote of the existing membership,
- 4.3) Membership in the Association will be Centres that have applied to and have been accepted by the Members. The term of Membership shall be one year, renewed annually if the Member remains in good standing. Every center in this class of membership is entitled to receive notice of, attend, and vote at all meetings. Each center is entitled to one vote at such meetings,
- 4.4) Teams that wish to participate in the League, in the aforementioned age groupings, are required to be registered with their Association, and have the consent of the OMHA,
- 4.5) Centers that have four or more teams in an age division, will not be permitted to enter into Local League play. Exemptions to this will be approved by the Executive Committee,
- 4.6) Each member center will post a Bond to the League at the beginning of the season as a membership fee for that season. The bond will be returned at the end of the season or be rolled over to the next season. The amount of the bond shall be set by the Member Centers prior to the beginning of each season,
- 4.7) Membership rights and privileges shall include participation in League games, access to League resources, eligibility for League awards and recognitions, and the opportunity to participate in the League decision making processes,
- 4.8) Each Member Center will pay an additional fee per team entered, to be used for the Operating Expenses for that season. The fee will be presented to the Centers, as part of the Leagues annual operating budget, at the first scheduled meeting of the season, to be discussed and voted upon by the Centers,
- 4.9) Meeting and voting privileges will be extended to each Member Center in good standing, provided that the annual bond is paid by the first meeting, and that the team registration fee is paid by the date agreed upon. If said fees are not paid by the established deadlines, voting privileges may be rescinded to the Center in arrears. Any member center in arrears may be excluded from further League activity until such fees have been remitted,

- 4.10) Each Member center will appoint a delegate, as well as an alternate delegate who shall represent the Center at the monthly League Meetings and at the Annual General Meeting. Each center will have one (1) vote on matters before the Board. Proxy votes are not allowed,
- 4.11) All communications to the League Executive from the Centers must be initiated by the Center delegate, or the alternate, in his/her absence,
- 4.12) A fine of \$100.00 will be assessed to a member centre for not attending a League meeting and providing reasonable cause. This fine must be paid at the next meeting in order to reinstate the Centers voting rights.

Article 5: League Governance

- 5.1) The League shall be governed by an Executive Committee consisting of a minimum of three, to a maximum of five elected Directors: President, First Vice President, Second Vice President, Treasurer and Secretary. The position(s) of Secretary and the Treasurer may be amalgamated, with the position retitled Secretary Treasurer,
- 5.2) The Executive Committee (Board of Directors) shall serve as such without remuneration, and no Director shall directly or indirectly receive any profit from occupying the position,
- 5.3) Directors may be reimbursed for reasonable expenses they incur in the performance of their duties, given that the expense is deemed reasonable and approved by the majority vote of the members,
- 5.4) The Executive Committee shall be elected by the League members through a democratic process held annually at the League AGM .
- 5.5) The Executive Committee shall have the authority to make decisions regarding League operations, rule changes, disciplinary actions, fiscal management, and other matters deemed necessary for the proper functioning of the League,
- 5.6) The Executive Committee shall appoint additional committees or officials as needed to assist in specific areas of League administration, or operations, discipline, fundraising or marketing,
- 5.7) Matters outside of the authority of the Executive will be referred to the OMHA Convenor or Regional Director for consultation or approval,
- 5.8) A Director, Officer or committee member who, has complied with the Act and the Associations Bylaws, and b) exercised their powers and discharged their duties in accordance with this Constitution, will not be held liable for any loss, damage or misfortune which may happen in the execution of the duties of his/her respective office,

- 5.9) Any Director who may be involved in a conflict of interest, whether it pertains to financial or operational matters, shall make this disclosure to the Board. No Director shall attend any part of a meeting or vote upon any resolution as a result of this discussion.

Article 6: League Play

- 6.1) The League will organise competition for all Member Centers in the following age categories at the Local League level: U7, U8, U9, U11, U13, U15, U16, U18, and U21,
- 6.2) All centers are required to submit their team numbers to the Executive no later than seven (7) days prior to the scheduling meeting,
- 6.3) The League believes that all players within our membership regardless of skill levels should be given the opportunity to play in all situations to maximise their hockey development. The League policy mandates a **Fair Play** practice to allow for the development of players. The League asks that coaches strive to ensure all players receive the same amount of ice time, be it exhibition, regular season, and end of season activities. The League acknowledges that hockey is a healthy form of recreation,
- 6.4) Scheduling and season lengths are all subject to the prevailing Hockey Canada Pathways guidelines in force at the time of season startup,
- 6.5) All participants in League sanctioned events, including players, coaches, officials, volunteers, and spectators, shall conduct themselves in a manner that upholds the highest standards of fair play, respect, integrity, and sportsmanship,
- 6.6) Any form of unsportsmanlike conduct, including but not limited to verbal abuse, physical aggression, harassment, discrimination, cheating or disrespect toward officials, opponents, teammates, or League officials, shall not be tolerated and will be dealt with appropriately by the League or OMHA Convenor.
- 6.7) The League shall promote positive behaviour, teamwork, mutual respect, inclusion, and adherence to the principles of good sportsmanship through education, communication, and enforcement of its codes of conduct.

Article 7: Meetings and Elections

- 7.1) The League will schedule regular delegates meeting on the first Wednesday of the month during the season. The date may be changed as necessary if a quorum cannot be present. Expected attendance at the meetings are the Center delegates and the League Executives. Notification of the meeting will be posted on the League website and sent to the Members no later than ten (10) days prior to the meeting.
- 7.2) Meetings will take the form of either in person or video conference call. A Director may participate in a League or Committee meeting by telephone or by any other electronic

means that permits all participants to communicate adequately. In this case, the Director is deemed to be present.

- 7.2) Invitations to the meetings are extended to the OMHA convenors and the Regional Directors.
- 7.3) Additional meetings may be called as necessary by a majority of the Member Centers.
- 7.4) Meetings may be scheduled during the April to August period, as needed.
- 7.5) Notifications of the meetings will be sent to the delegates ten (10) days prior to the date of the meeting.
- 7.6) The League will hold its Annual General Meeting (AGM), in April of each year. All motions to amend any language in the Constitution and By Laws must be presented at the AGM and passed by a two thirds (**2/3rds**) **majority** of the members present.
- 7.7) Business conducted at the AGM will consist of the following:
 - i) receipt of the agenda
 - ii) receipt and approval of the minutes of the previous AGM
 - iii) consideration financial statements
 - iv) receipt of the engagement review
 - v) Appointment or re-appointment of the auditor to conduct the review engagement for the following year.
 - vi) election of Directors
 - vii) any other business outlined in the agenda
- 7.8) Any motion to amend the language or content of the Constitution and bylaws must be submitted to the Executive Committee by March 1st of the current year to be reviewed for addition to the AGM agenda.
- 7.9) Any motion that has been presented prior to the deadline, will be evaluated to be either “in Order” or “Out of Order.” Motions that are deemed to be in order are then added to the agenda of the AGM.
- 7.10) A quorum of **51%** of the Member Centers and **two** (2) of the Executive (one of whom must be the President or a Vice President) shall be required at any league meeting or AGM in order for the business to be conducted at the meeting. A lack of quorum will require the Executive to call another meeting.
- 7.11) All league meetings shall be chaired by the President (or by a Vice President in the absence of the President)

7.12) a) The member centers will elect the League Officers at the AGM. League officers shall be:

i) Immediate Past President

ii) President

iii) 1st Vice President

iv) 2nd Vice President

v) Treasurer

vi) Secretary

Note: the position of Secretary and Treasurer may be combined.

b) to be eligible for election, a person must be over the age of eighteen (18), be a member in good standing in a Member Center, and be nominated by a Member Centre

c) The League Officers shall make up the Executive Committee. No Member Center shall have more than two (2) League Officers holding current office unless approved by the Members.

d) the Directors shall be eligible to be elected or appointed for a term of two (2) years, the exception being the Immediate Past President.

e) The elected Directors shall hold office starting May 1st following their election for a term of two (2) years which expires on April 30th.

f) In order to establish a continual flow to the League operations, the election of officers will be determined by an alternating slate. Each year, half of the League Directors will be up for election. Immediately upon implementation of this Constitution, the following slates will be in effect:

Slate A

President

2nd Vice President

Treasurer

Slate B

1st Vice President

Secretary

g) If an Executive position is vacated after one (1) year of the two-year (2) term, the position shall be filled at the following Annual General Meeting for the remainder of the term.

h) An officer may be removed prior to the end of their term by:

a) resignation

b) ceases to be a member in good standing of a Member Center

c) by special resolution passed by **two-thirds** (2/3) of Member Centers at a League Meeting.

i) Any vacancies in the positions of President, Vice Presidents, Secretary or Treasurer arising during a term of office shall be filled by an appointment by the Executive Committee until such time as the appointment can be approved by the Member Centers at a League Meeting.

j) Each Officer, with the exception of the President, shall hold one vote per individual motion. In the case of a tie, the President will be required to cast a vote.

Article 8: Duties of Officers and Delegates

President:

The President is elected from a member of the governing body and must have been on the League Executive for a period of one-year. The term of Office is two (2) years. The President will only vote in the case of tie. The President cannot vote, move or second a motion on the floor.

General duties, but not restricted to include:

- a) Exercise general supervision of the League in accordance with its bylaws and such policies, regulations and rules as determined by the Member Centres.
- b) Be an ex-officio Member of all committees of the League.
- c) Delegate tasks, as necessary.
- d) Chair the Constitution and Bylaw committee.
- e) Chair the monthly meetings of the League.
- f) Maintain close collaboration with OMHA officials, as well as Executives from neighbouring Leagues.
- g) Any other duties as deemed necessary for the successful functioning of the League.

Vice President (First and Second)

The Vice Presidents are elected by vote of the Membership and must have served on the League Executive for a period of one year or more. The term of Office is for two (2) years. The Vice Presidents can vote, make motions and second them as well. In the absence of the President, the Vice President will chair meetings and assume the role of the President.

General duties, but not restricted to, include:

- a) In the absence of the President, conduct League Business (chair meetings, investigate complaints). In the long-term absence or resignation of the President, the Vice President shall fill the position until such a time as an appointment can be made. In such case, the

Board shall appoint a new Vice President from amongst the remaining Board Members, subject to the terms of article 7.12 (i)

- b) Be available to assist any Executive Member requiring assistance in the completion of his/her duties.
- c) Maintain close collaboration with the Member Centers in terms of League operations, reporting any incidences or concerns to the Executive Members.
- d) Assist in the transition of duties to incoming Executive Members.
- e) Generally, but not inclusive, the First Vice President looks after the end of season trophies and award presentations, while the Second Vice President co-ordinates regular and end of season scheduling.
- f) Any other duty that deemed necessary for the successful operation of the League.

Treasurer

The League Treasurer is elected to a two-year (2) term. The position is a voting one with the ability to make, move or second a motion from the floor.

General Duties, but not restricted to, include:

- a) Be responsible for the financial transactions of the League.
- b) Ensure adherence and implementation of financial policies and protocols needed for the successful operation of the League.
- c) Provide financial statements at the Monthly League Meetings.
- d) Co-ordinate and issue invoices to all Member Centers for registration, providing a periodic update to the Executive Committee.
- e) Deposit League Receipts into the League Bank account.
- f) Pay all approved invoices by cheque, duly authorised by at least one other signing authority.
- g) Arrange a year end Review Engagement of the Leagues business through the current year, reporting the results to the Board as ready.
- h) Evaluate, review, and recommend financial policy to the Executive Committee.
- i) Assist in the transition of duties to an incoming Treasurer.
- j) Any additional duties as deemed necessary for the successful operation of the League.

Secretary

The League Secretary is elected to a two-year (2) term. The position is a voting one with the ability to make, move or second a motion from the floor.

General Duties, but not restricted to, include:

- a) Maintain up to date records of team registrations.
- b) Maintain up to date communication lists for delegates and Member Center executives.
- c) Ensure that the SRL website is up to date with all current data on League information, delegate contact information, and news and League news.

- d) Co-ordinate the booking of delegate meetings, either through booking meeting sites at the Host Centers, or arranging Zoom conference call links.
- e) Be responsible for initiating or receiving communication either to or from the Member Centers and forwarding such to the Executive Committee.
- f) Prepare an agenda for the delegate meetings, and the AGM, and forward it to the Member Centres at least one week prior to the meeting.
- g) Record the minutes of the League Meetings (Delegate Meetings) and the AGM, in proper business format, and forward it to the Member Centers within seven (7) days of the meeting. Such minutes are to be organised and stored, to be submitted to the Regional Director at the end of the year.
- h) Ensure that all business is conducted pursuant to any applicable statutes of law, The Constitution and Bylaw of the League.
- i) Ensure the proper custody of the League corporate seal, corporate minutes, and any other matters pertaining to the operations of the League.
- j) Recommend policy to the Executive regarding internal and external communications of the League.
- k) Assist in the transition of duties to the incoming Secretary.
- l) Any other duties that are deemed necessary in order to ensure the successful operation of the League.

Immediate Past President

The Immediate Past President is a non-voting member of the League Executive, whose term may be limited to one (1) year.

Duties include, but are not limited to:

- a) Be available to assist the Incoming President, or new Board members to the position.
- b) To provide counsel to the current Board on matters of concern regarding League operations.
- c) Steward special projects, as assigned by the Board, to foster the growth and development of the League.

Center Delegates

Center delegates are nominated or appointed by their Member Centers. Each delegate has one vote, representing their individual centers. The Delegate can also be a member of a standing or one time committee of the League.

Duties include, but are not restricted to:

- a) Being the liaison between the League and the Member Centers
- b) Representing the centers interest at the League meetings by bringing forward any concerns that affect the flow of the season.
- c) Ensure that their Center is in good standing.

- d) Ensure that all coaches are equipped with the electronic game sheet systems and are familiar with uploading game results into the system.
- e) Monitor and supervise the completion of suspensions enacted on the players and/or the coaches in the League, relative to their centers.

Article 9: Committees

The Executive Committee shall have the authority to establish standing committees to manage various duties of the League. Such committees may be:

- a) Nominations and Elections Committee
- b) Constitution and Rules Committee
- c) Scheduling Committee

A member of the Executive Committee will chair committees, and may include representatives from the OMHA, and interested delegates.

Nominations and Elections Committee

- a) Shall be chaired by the First or Second Vice President, whomever is not up for election in the current year. The membership shall include two Member Center delegates who are not represented on the Executive Committee.
- b) Will solicit nominations for each position that will be elected at the AGM.
- c) Be responsible for conducting the election in accordance with this document.
- d) Recommends policy to the Executive Committee relating to Nominations and Elections

Constitution and Rules Committee

- a) Shall be chaired by the President, and include the Vice Presidents, Secretary, OMHA representatives, and three delegates whose Centers are not represented on the on the Executive Committee.
- b) Accept amendments to the Constitution that have been submitted by the Member Centers.
- c) Determine the admissibility of each submission.
- d) Submit each approved submission to the Executive Committee, for inclusion to the AGM Agenda

Scheduling Committee

- a) Shall be chaired by the Second Vice President, and consist of an OMHA Convenor, and two delegates whose centers are not represented on the Executive Committee.
- b) Shall make all the necessary arrangements for the Scheduling Meeting at the beginning of the season, and in co-ordination with the League Secretary, send the scheduling instructions to the Center delegates.

- c) Construct the regular season date/timelines for each age division. Start dates may vary dependant upon age groupings. All dates and scheduling parameters are to be guided by the Hockey Canada pathways program.
- d) Build the schedule for the end of season tournaments, by age groupings, following the Hockey Canada pathways programs. This schedule to be released at least one month prior to the end of the regular season.
- e) Monitor the progress of each team through the end of season tournaments, to plan in conjunction with the First Vice President, trophy and awards presentations.

Article 10 : Transaction of Affairs

10.1) Books and Records

The Executive Committee shall ensure that all necessary books and records of the League that are stipulated in the Constitution, are regularly and properly maintained, and any agreements or contracts are filed for safekeeping with the Secretary of the League. At the year end the financial reports, committee reports and minutes of the League Meetings are to be filed in the League Office.

10.2) Banking Resolution

The Executive Committee will designate, by resolution, the Signing Officers (minimum three) and any other authorised person(s) to transact the business of the League, with the bank, trust company or any other corporation that the Executive Committee has designated has the banker of the league. The signing authorities will have the power to:

- a) Operate the accounts of the League with a bank or trust company.
- b) Make, sign, draw, accept, endorse, negotiate, lodge or deposit or transfer any cheques, promissory notes, bills of exchange and orders for the payment of money.
- c) Issue receipts for and orders relating to any property of the League.
- d) Ensure that all financial transactions bear the signature of minimum two designated signing officers.
- e) Authorise any officer of the bank to act on behalf of the League in order to facilitate the League's business.

10.3) Banking Protocols

Matters relating to the financial transactions of the League, are subject to the following protocols:

- a) Any expenditure surpassing \$500.00 is to be pre-approved by the Member Centers before transaction is made.
- b) Any transaction over the specified limit above, will require a minimum of three quotes with suppliers, quotations to be voted upon by the delegates at a League Meeting.

- c) Any change in pricing and or other factors affecting the transaction to be brought to the Member Centers at a regular League Meeting.

Article 11: Repeal of Prior Bylaws

- 11.1) All prior By Laws of the League, including previously amended documents are hereby repealed.
- 11.2) The repeal of all prior BY Laws of the League shall not impair in any way the validity of any act or thing done pursuant to any such repealed bylaw.

Article 12: Effective Date

- 12.1) This bylaw shall come into force without further formality upon its enactment after having been approved by the Member Centers.
- 12.2) The foregoing By Law 11. (1), (2) hereby enacted, ratified, sanctioned, confirmed and approved without amendment by the affirmative vote of the Members at the Annual Meeting, at which a quorum was present on _____.

Name: _____
President:

Name: _____
Secretary: