

**SOUTH GRENVILLE MINOR HOCKEY ASSOCIATION
CONSTITUTION 2011 – 2012**

1. **ARTICLE ONE - NAME**

1.1 The Association shall be known as South Grenville Minor Hockey Association.

2. **ARTICLE TWO - JURISDICTION**

2.1 South Grenville Minor Hockey Association, (SGMHA), shall be known by District One records as Zone 0107, and shall have for its territorial rights all the Township of Edwardsburgh and all the Township of Augusta, all of the County of Grenville.

2.2 Territorial Boundaries Defined:

Commencing at a point where the boundary lines of Matilda, Mountain, South Gower and Edwardsburgh Townships meet, proceed West along the boundary line dividing South Gower and Edwardsburgh Townships to a point at the Northwestern extreme of Augusta Township: proceed south along the boundary line dividing the Townships of Elizabethtown and Augusta to a point on the St. Lawrence River denoting the territorial waters of Canada. Proceed east on this territorial line to a point where a projected boundary line between Matilda and Edwardsburgh Townships would intersect. Proceed North on this projected line and boundary to the point of origin. South Grenville shall enjoy all the territory therein defined. This is from the ODMHA District One dated January 17th, 1990.

3. **ARTICLE THREE - OBJECTIVES**

3.1 Provide the Town of Prescott, and the Townships of Edwardsburgh/Cardinal and Augusta with a minor hockey organization to govern and administer one set of rules & regulations for all minor hockey members in the Townships and the Municipalities.

3.2 Keep a record and registration of all boys and girls playing minor hockey in this organization according to Hockey Canada rules & regulations.

3.3 Provide an opportunity for all boys and girls to play hockey regardless of ability, race, colour, creed or sex.

3.4 Recommend that all participants receive fair ice time.

4. **ARTICLE FOUR - ORGANIZATION**

4.1 This Association shall be a member of the ODMHA which in turn is affiliated with and subject to all the regulations and decisions of the ODMA and Hockey Canada.

4.2 EXECUTIVE OFFICERS

- A) The following positions shall form the Governing Body of the SGMHA.
- 1) President
 - 2) Past President
 - 3) 1st Vice President
 - 4) Treasurer
 - 5) Registrar
 - 6) Chairperson of Rules & Discipline Committee
 - 7) Secretary/Publicity

 - 8) Referee-in-Chief
 - 9) Hockey Development Co-ordinator
 - 10) Ice Scheduler

- 11) Chairperson of Ways & Means
- 12) Equipment Manager
- 13) Convenors:
 - (1) Initiation Convenor
 - (2) Novice Convenor
 - (3) Atom Convenor
 - (4) PeeWee Convenor
 - (5) Bantam Convenor
 - (6) Midget / Juvenile Convenor
 - (7) Coach Mentor (NEW 2009)

B) All executive members shall be elected from the membership at large at the Annual General Meeting. The exception to this is the position of Past President.

C) The positions of President, Vice-President, Treasurer, Rules & Discipline And Registrar shall be elected for 2 year terms in alternating years as indicated below:

- President, even years
- Treasurer, even years
- RIC, even years (NEW starting 2010)
- Vice President, odd years
- Chairperson of Rules & Discipline, odd years
- Registrar, odd years

D) All other executive positions shall be for 1 year terms.

4.3 PAST PRESIDENT: The Past President Shall:

- A) In the absence of the President and Vice President, will be the SGMHA representative to the Upper Canada Minor Hockey League and District One.
- B) Act as a delegate for SGMHA at the request of the President.
- C) Help guide the executive within the spirit of the constitution.

PRESIDENT: The President Shall:

- A) Be the SGMHA representative to the Upper Canada Minor Hockey League and District 1.
- B) Conduct, chair and call all regular meetings, once monthly.
- C) Call the Annual General Meeting.
- D) Attend any special meetings.
- E) Conduct all meetings in a business-like manner and according to the democratic procedures as outlined in Robert's Rules of Order.
- F) Guide the Executive within the spirit of the constitution.
- G) Be empowered to act as official spokesperson for the SGMHA.
- H) Be responsible for all the day-to-day happenings of the SGMHA.

VICE-PRESIDENT: The Vice-President shall:

- A) In the absence of the President will be the SGMHA representative to the Upper Canada Minor Hockey League and District One.
- B) Be a signing officer for the Association.
- C) Act as a liaison between the SGMHA and the Recreation Committees.
- D) Submit a sanctioned tournament permit to the ODMHA for approval and serve as a contact person for the SGMHA.
- E) Will be responsible for all Risk & Safety Issues.
- F) When called upon, may head the Rules and Discipline Committee.

SECRETARY/PUBLICITY: The Secretary shall:

- A) Be responsible for taking the minutes of all meetings and distributing copies of these to all members of the Executive before the next meeting.
- B) Inform all members of the Executive of the next regular meeting dates as they come about, as well as all special meetings.
- C) Be responsible for all correspondence at the request of the Executive.
- D) Be responsible for all weekly write-ups in the local newspaper.
- E) Be responsible to advertise all regular monthly SGMHA meetings.
- F) Ensure that all advertising for tournaments is co-ordinated through the Chairman of that function.

TREASURER: The Treasurer shall:

- A) Be responsible for all financial matters of the SGMHA under the direction of the Executive.
- B) Bring to the attention of the Executive at the monthly meetings, all financial matters and provide an accounting for same.
- C) Pay all accounts by cheque, where possible, signed by himself/herself or the President or Vice-President.
- D) Ensure that two members of the Executive have audited the financial records prior to their disclosure.
- E) Be responsible for all financial matters pertaining to the "AA/AAA" Tournaments.
- F) Provide projected eligible funds to be transferred to SGMHA from the AA/AAA revenues annually for budgeting purposes.

CHAIRPERSON OF RULES & DISCIPLINE: The Chairperson of Rules & discipline shall:

- A) Be responsible to see that the rules of SGMHA and the ODMHA are carried out within our own Association.
- B) Head up a Rules & Discipline Committee comprised of Rules & Discipline including three to four executive members. (NEW 2011-2012).
- C) Call a meeting of all Coaches, Managers and Convenors sometime during October before the official start of league games so that all new rules can be explained in detail.
- D) Inform the District 1 Rules & Discipline Chairman of all disciplinary action handed down by the SGMHA.
- F) Be the Rules & Discipline Chairperson for both Minor & Major Midget AA/AAA Tournaments.

CONVENORS: The Convenor shall:

- A) Be responsible for all the happenings within their own division.
- B) Ensure that all teams are divided equally as per SGMHA bylaws.
- C) Assist the team managers for tournaments held in their divisions
- D) Consult with their division coaches on all matters concerning their team's tournaments.
- E) All divisional convenors will be responsible for collecting applications and monies for all their division tournaments. This is to enable tournaments to be filled on a timely basis and run efficiently. **NEW 2008**

CHAIRPERSON OF WAYS & MEANS: The Chairperson of Ways & Means shall:

- A) Be responsible for all trophy engraving, and upkeep of all trophies, the trophy case and ordering of all crests, trophies and medallions for all the Level I, II and III team tournaments.
- B) Be the co-ordinator for all fund-raising activities.
- C) Be responsible to distribute SGMHA year end award nomination forms to all Convenors to distribute and collect from coaches/managers prior to the end of the season.

- D) Be responsible to notify the Award Sponsors and winners of when and where the awards will be handed out.

ICE SCHEDULER: The Ice Scheduler shall:

- A) Be responsible for all scheduling and ice rentals at the three (3) arenas with the assistance of the President and Vice-President.
- B) The only SGMHA Executive member to allot available ice times to teams.
- C) Liaise with Arena Recreations Directors for commitments of any SGMHA ice usage.
- D) Verify/approve ice usage invoice(s) and submit same to Treasurer for payment.
- E) Develop and publicize Association regular team allotted schedules, conditioning camp schedules, tryout and team selection time and locations prior to the commencement of each season's start of activity.
- F) Equally provide opportunity to all SGMHA teams to any extra or regular float ice times.
- G) Notify SGMHA Executive members of all known misuses of ice times and recommend appropriate follow-up.

REFEREE-IN-CHIEF (RIC): The Referee-in-Chief shall:

- A) Be responsible to provide qualified, competent officials for all minor hockey games in which South Grenville players are participating.
- B) Be responsible to ensure all officials enforce the Hockey Canada, ODHA, and ODMHA and UCMHL rules & regulations.
- C) Will evaluate, supervise and rate all officials.
- D) Will recruit new officials & ensure that all officials are re-certified each year.
- E) Be responsible for all disciplinary actions that may be required for actions of officials both on the ice and off the ice, so far as conduct pertains to the involvement of minor hockey.
- F) RIC may hold both Referee-in-Chief and Referee Scheduler positions if he/she chooses.

EQUIPMENT MANAGER: The Equipment Manager shall:

- A) Be responsible for ordering and maintenance of all SGMHA equipment.
- B) Hand out all the equipment at the start of the hockey season and see that all the equipment is returned at the end of the season.
- C) The equipment manager must maintain an accurate database of all SGMHA equipment and sweaters. Condition of all equipment must be listed upon sign out and noted upon return as well. Any damage to equipment must be reported to the executive for further action.

REGISTRAR: The Registrar shall:

- A) Be responsible for the recording of registration files of all boys and girls playing minor hockey in the SGMHA.
- B) Be responsible for obtaining and passing out all ODMHA cards to the team coaches.
- C) Ensure that the insurance forms are filled out properly and forwarded to the President for registration with the ODMHA.

HOCKEY DEVELOPMENT CO-ORDINATOR: The Hockey Development Co-ordinator shall:

- A) Co-ordinate all coaches and trainers clinics and pass on the dates and times to the level convenors.
- B) Co-ordinate all clinics to be given through SGMHA.
- C) Co-ordinate conditioning camps.
- D) Work with the Coach Mentor (of SGMHA or District 1) to help enhance the skill levels of the SGMHA coaches to use on all players with SGMHA.
- E) Maintain SGMHA Hockey Development resource center.

- G) Not to be part of any player evaluations within SGMHA. Outside resources will be sought to ensure non-bias suggestions.

- H) Secure outside resources (with help of the District 1 Hockey Development or Coach Mentor) for SGMHA player evaluations if required.
- I) Should not sit on any rules and discipline panels.
- J) Should develop a yearly Hockey Development plan.

REFEREE SCHEDULER: The Referee Scheduler shall:

- A) Is responsible to the Executive for the Referee Assignments for exhibition, regular season, playoff and tournament games.
- B) Will keep track of monies owed to the game officials for games they are assigned.
- C) Act as liaison with other Associations Referee-in-Chiefs to assist them by assigning SGMHA Referees as required.
- D) Will assign games based on a rating list which will rate each official and state which levels of hockey each official can referee.
- E) Will not deviate from this list without permission from the SGMHA Referee-in-Chief.
- F) Will be elected before the SGMHA Referee-in-Chief each year at the AGM.
- G) This position can be held by the Referee-in-Chief if he/she chooses.

COACH MENTOR: The Coach Mentor shall

- A) Attend all scheduled meetings by the District 1 Coach Mentor.
- B) Schedule monthly or bi-monthly meetings with ALL SGMHA coaches to discuss issues regarding Coach Development and pass along information gathered at the District 1 Coach Mentor meetings.
- C) Assist the District 1 Coach Mentor with evaluations in different District 1 Associations as required for non-bias reasons.
- D) Work with the Hockey Development co-ordinator of SGMHA as required.
- E) Does have a vote at the SGMHA table. (NEW 2011-2012)
- F) Does have a vote at the SGMHA AGM.
- G) Assist “new” coaches with practice plans, player issues, etc, until comfortable with position.
- H) Does not sit on any Rule & Discipline panels.
- I) Does not sit on any evaluation panels within SGMHA.

4.4 The SGMHA Executive President may request that sub-committees be formed to conduct particular affairs of the Association.

4.5 The SGMHA Executive shall have full control of the affairs of the South Grenville Minor Hockey Association.

4.6 The position of President must be filled by someone who has served a minimum 2 year period on the SGMHA executive in some capacity in the past 5 years.

4.7 All members of the SGMHA executive shall be allowed to cast one vote with the exception of the President who may only vote in the event of a tie in which he/she may cast the deciding vote. NEW 2009

4.8 The President of SGMHA will select a committee to receive all coaches applications and ensure each applicant has a completed police check with their application. (NEW 2011-2012)

5. **ARTICLE FIVE - MEMBERSHIP**

5.1 Membership shall be defined as one of the following persons:

- A) A parent or legal guardian of a child currently registered and playing in South Grenville Minor Hockey.
- B) A member of the South Grenville Minor Hockey executive.
- C) A person, 18 years of age or older who is currently officiating (referee or linesman) within the

South Grenville Minor Hockey Association.

D) A person currently registered as a member of a bench staff within the South Grenville Minor Hockey Association.

6. **ARTICLE SIX - MEETINGS**

6.1 The regular Executive meetings are open to the public but only Executive members will have a vote on matters pertaining to SGMHA. The times and locations of meetings are to be decided at the first general meeting of the new Executive. **The minutes of each meeting will be posted on the SGMHA web site as soon after the meeting as possible so the members are updated on decisions or changes made at these meetings. (New 2007-2008)**

6.2 The Annual General Meeting will be held as soon as possible after the completion of the year's program and activities.

6.3 A special meeting may be called by the President, or in the President's absence, the Vice-President, for the purpose of handling any business which must be handled before the next Annual General Meeting. Constitutional changes will be permitted at any special meeting. Special meetings must be announced in the same way that an AGM is announced, following the same guidelines. Every effort must be made to have as many members of SGMHA present at any special meeting.

6.4 A quorum of 50 + 1% (fifty plus one percent) members of the Executive, in filled positions, must be present at any meeting of the Executive before it may deal with matters of the Association.

6.5 Anyone participating in or using equipment or facilities of the SGMHA do so at their own risk. The SGMHA will not be liable or responsible for any injuries or damages resulting from the use of the Associations equipment or participation in any of their activities.

7. **ARTICLE SEVEN - ELECTIONS**

7.1 A) The election of Executive officers shall be conducted at the Annual General Meeting. Candidates for all positions must be nominated and seconded by members of the SGMHA, and voting shall be by ballot.

7.1 B) Every member of the SGMHA in good standing shall have a vote. A person may be elected by acclamation if there is no other candidate for the position. In the event that a position remains vacant after the AGM, the President shall have the power to appoint candidates based on the recommendation of the executive members at hand.

7.2 In the event that a member of the SGMHA Executive resigns or is unable to continue his/her term of office, or fails to perform his/her duties, the criteria as set out in 7.1B shall be exercised.

7.3 If an executive member is unable to attend a regular meeting, a written report is to be submitted to the secretary prior to the meeting.

8. **ARTICLE EIGHT - AMENDMENTS**

8.1 Any amendment of the Constitution must be made at the Annual General Meeting and requires a 2/3 majority vote of members present at the meeting. By-Laws can be amended or struck at the Annual General Meeting with a majority of 50 + 1% present at the meeting. Thirty days prior to the Annual General Meeting a notice is to be published requiring that anyone wishing to make a motion or an amendment to the Constitution shall do so in writing to the Secretary of the Association within 72 hours

prior to the meeting. Copies of the Constitution and By-Laws requiring discussion or change would then be reviewed at the Annual meeting. **A brief guide describing how to submit an amendment or motion will be posted on the SGMHA web site. (NEW 2007-2008)**

**SOUTH GRENVILLE MINOR HOCKEY ASSOCIATION
BY-LAWS 2011 - 2012**

1. BY-LAW 1 - RULES

1.1 TEAMS, TEAM SIZE and PLAYER SELECTION

A) Based on the recommendation of the Registrar and the Division Convenor, the Executive will set the size of the teams including the number of goalies per team. (NEW 2011-2012)

B) All team lists will be handed over to the Registrar who will ensure that all teams are duly registered in a timely manner. The Registrar will return certified lists to the Division convenor for distribution.

1.2 “B” REP AND “B” HOUSE TEAMS

A) The coach will select their team with the assistance of at least 2 hockey knowledgeable evaluators who are NOT associated with any part of SGMHA in a manner which may be construed as being a conflict of interest.

B) Upon making cuts (where applicable) each player should be notified individually of his/her acceptance or rejection **in writing. Coaches should not use personal attributes as reasons, be specific in regards to his/her hockey ability, and what he/she needs to work on. (New 2007-2008)**

C) Preliminary cuts must be made following the completion of the 2nd scheduled tryout session, reducing the maximum players in the remaining tryout sessions to no less than 20 per team being drafted. The preliminary cuts are those players who have NOT made the team. If less than 20 players attend try outs then all plays will remain until the final cut. In such instance the total number of tryout ice times may be reduced. **JULY 27/09**

D) Coaches must notify each player of his/her next ice time.

E) There will be a 72 hour grievance period following the final ice time. See Grievance Procedures as to the process of filing a grievance regarding player selection.

F) Once all of the rosters have been finalized, the coaches shall endeavor to submit to the Division Convenor a list of their final 5 cuts. This must be completed before the start of the regular hockey season.

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G) The Coaches of the “B” Rep and “B” House teams of each level will be responsible for running one (1) of the conditioning camp ice times. The Division convenor should only be responsible for organization and co-ordination of the camps based on registrants in their respective divisions.

Novice / Atom B & B HL	Bantam / Pee Wee
Atom / Novice	Minor Midget / Major Midget
Pee Wee / Bantam	

H) There is no posting of team lists as a means of communicating your choices.

1.3 ALL “C” HOUSE TEAMS

A) All “C” House teams are to be made up by a draft of eligible players. The order of the draft will be determined by the toss of a coin. For the purpose of the draft, each player should be categorized as to ability by the coaches, the division convenor and the hockey development persons. All coaches must draft their son(s)/daughter(s) as a first pick and the other teams will select a player of equal caliber to match this first selection. All “C” House League drafts will be attended by the President or Vice President or, in their absence, the Past President. Every effort will be made to ensure the equal distribution of talent amongst all teams. If need be, an exhibition game will be played to ensure equality.

B) All coaches must participate in the draft of his/her own players. All drafts should be completed by the first week of October. A sample draft would be as follows:

1st round Team 1 - Team 2
2nd round Team 2 - Team 1
3rd round Team 1 - Team 2

This can be extended to a 3 or 4 team draft if required.

C) If the “C” house league teams are obviously unbalanced, the Convenor should attempt to rectify the situation by changing players from one team to another. Any changes after this date become the responsibility of the Rules & Discipline committee.

D) All boys and girls on house league teams must have reasonably equal ice time during the regular season. For playoffs, crucial and tournament games, coaches may deviate from this rule, but caution along with discretion must be used.

1.4 COACHES

A) Convenors should have their coaches before the hockey season starts.

B) Selection of Coaches: (New 2011-2012)

The deadline for coaches applications for the hockey season shall be June 1st and all applications are to be submitted to the President of SGMHA. The President of SGMHA shall organize a coaches selection committee to interview the applicants and make recommendations. The President of SGMHA shall bring forth to the SGMHA Executive all recommendations. The Executive will take the recommendations under advisement along with all pertinent information and shall select the coaches for the upcoming season. Where vacancies exist, the SGMHA Executive will attempt to recruit possible candidates and forward these names to the President of SGMHA. All coaches will be interviewed for a coaching position and all applications must be completed BEFORE consideration will be given. An application is considered to be complete when all required documentation is attached.

C) Coaches Selection Committee:

Under the guidance of the President of SGMHA, a sub-committee of the SGMHA Executive shall be put in place to recommend hockey knowledgeable people who may form the “Coaches Selection Committee”. This sub-committee may include various members of the current executive. The “Coaches Selection

Committee” will interview and submit a report to the President of SGMHA outlining their recommendations.

- D) A Coach, Assistant Coach or Trainer shall be allowed to hold one position on a team (i.e. A coach could not also be a trainer, trainer can not be a coach).
- E) Coaches of “B” Rep and “B” House league teams must have their roster completed at the end of the final try out ice time. Failure to do so shall result in the final selections being made by the Division convenor.
- F) Each team registered with SGMHA will be allowed a maximum of 3 exhibition games in a season paid for by the Association. All costs (including officials) incurred with additional exhibition games shall be the sole responsibility of the team.
- G) Coaches/Managers must call the Referee Scheduler to book referees for all their games. A league schedule for the season should be provided to the Referee-in-chief or Referee Scheduler by the Coach or Manager as soon as it is received from the Upper Canada League.
- H) The Division Convenor must ensure that the Coaches arrange for minor officials to look after the time clock and game sheets for all games. It is the coaches responsibility to see that a number of responsible individuals are trained in the use of the clock so that they can be called upon to look after the clock and game sheets during the year. NOTE: Minor Officials must be 14 years or older to be an official scorekeeper. Coaches/Managers should encourage opposing teams to place a responsible person in their penalty box during regular league games.
- I) Coaches are responsible for ensuring all bench staff (Managers, Trainers, Assistant Coaches, and on-ice helpers) are properly certified, and have been approved by the Chairperson of the Rules & Discipline and the Registrar, prior to performing their duties. Coaches are ultimately responsible for actions of all players and bench staff as per ODMHA rules and regulations.

1.5 GENERAL

- A) All coaches and managers must inform their division Convenors, who must investigate, why a player is a repetitive absentee. This effort is to be made in an attempt to keep our boys and girls in Minor Hockey.
- B) Any player who tries out for, and is chosen for a rep team, and after making the team, decides because of personal reasons, not to play on this team, will be placed on a team by the Rules & Discipline Committee. This will apply also if the player is dropped as a result of disciplinary action. If a player is granted permission to try out in a higher division and doesn't make that team, he/she will remain in the upper division playing in a lower level.
- C) Any Player movement in SGMHA must be finalized by December 15th. All special consideration cases will be dealt with by Rules & Discipline Committee. Any overage players must be approved by the Upper Canada Minor Hockey League.
- D) Affiliation rules are governed by the ODMHA and can be found in the ODMHA handbook. Affiliation forms can be found on the ODMHA website - <http://odmha.on.ca>.
- E) Any team participating in a game outside of the ODMHA jurisdiction (e.g. Massena, Belleville, etc) must have a travel permit signed by the District 1 Chairperson or designate. To travel to the USA, an ODMHA travel permit is required. Signing authority for SGMHA is the President or his/her designate and the District 1 Chairperson or their designate.
- F) All Managers from South Grenville Minor Hockey teams, must hand in a detailed expense statement to the players and coaches of their respective teams and a copy to the Convenor at the end of league play. **(NEW 2007-2008)**
- G) All managers shall be provided with a manager's package which will contain copies of the SGMHA, UCMHL and ODMHA constitutions. They will also be provided with a list of duties and responsibilities. **NEW 2008**

2. BYLAW TWO - RULES AND DISCIPLINE COMMITTEE

2.1 No initiation rites will be performed on ANY PLAYER within the SGMHA.

2.2 Conduct detrimental to SGMHA may result in suspension to players, managers, trainers, and or coaches and referees. A division Convenor or Referee-in-Chief may levy a maximum of 2 games suspension and must report them to the Rules & Discipline Committee immediately. Any second time offender must appear before the Rules & Discipline Committee.

2.3 Records on Coaches and Players be kept up to date regularly. All complaints are to be given to the Rules & Discipline Committee.

2.4 *GRIEVANCE PROCEDURE:*

Any person having a grievance with the SGMHA shall follow the procedures listed below:

A) Wait 24 hours before bringing complaint forward (required to ensure a cooling down period has been observed). Persons must observe this procedure otherwise be subject to disciplinary action by the Rules & Discipline Committee.

B) Discuss the complaint with the team Coach or Manager.

C) Discuss the complaint with the Division Convenor.

D) Submit the grievance in writing and a cheque for \$25.00 to the Rules & Discipline Committee.

E) NOTE: There will be no action taken unless proper procedures have been followed. It is not necessary to follow steps 2.4.a) through 2.4.c) if the grievance can be settled in either 2.4.a), 2.4.b), or 2.4.c) in that order. Grievances submitted in writing at steps 2.4.d) must be resolved within 7 days by a quorum of Rules & Discipline Committee Members.

2.5 *SUPPLEMENTARY DISCIPLINE*

A) A Coach/Manager may levy only one (1) game suspension for disciplinary reasons. All suspensions must be reported to the Rules & Discipline Committee Chairperson. Any second time offender must appear before the Rules & Discipline Committee.

B) Any player who receives a game suspension could have such suspension matched by the Rules & Discipline Committee.

C) Players, Managers and Coaches suspended by arena officials will be suspended from all active SGMHA hockey for the duration of the suspension.

2.6 *GENERAL*

A) All SGMHA, UCMHL, District 1, ODMHA, ODHA and Hockey Canada Rules apply in the sequence provided.

B) Coaches, Managers, Trainers and Players must show respect for officials at all times or be subject to disciplinary action by the Rules & Discipline Committee. Minor Officials must also show respect or face the same results.

C) As per ODHA/ODMHA no one is allowed in the referee rooms unless in a supervisor capacity.
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D) Any Coach, Manager, Player or team official entering the referee's room to dispute a ruling will automatically be suspended for 5 games over and above any other suspensions they receive.

E) All Coaches and/or Managers who remove their team from the ice prior to completion of a game, are subject to instant dismissal and shall be dealt with by the Upper Canada Minor Hockey

League, District 1 and the SGMHA Executive. This rule shall apply to all levels of teams playing at home and away. (Hockey Canada)

F) Any Coach that is found guilty of using illegal players will automatically be suspended for 3 games over and above any other suspensions given by District 1 and the Upper Canada Minor Hockey League.

G) ZERO TOLERANCE: Physical and verbal abuse inflicted upon coaches, assistant coaches, managers, trainers, referee's, associate members (parents, guardians, and/or hockey players) and SGMHA Executive Members will NOT be tolerated within the South Grenville Minor Hockey Association.

Likewise, SGMHA is opposed to illegal drug and alcohol use as well as tobacco use by minors, and is sincere in its duty to uphold the laws of the land in which its members operate.

Zero tolerance means that behavior contrary to the above will not be tolerated. Incidents will be dealt with on an individual basis.

H) All Coaches are responsible for updating the players files as to their years achievement. This should be scrutinized by the Division Convenor.

I) Where possible, members of the immediate family should not act as a referee for games in which members of their family are playing. They may, however, act as a linesman.

J) Any member of SGMHA who has failed to adhere to the SGMHA constitution or bylaws will be asked to explain his/her actions before the R&D Committee who will rule accordingly.

3. BYLAW THREE - DUTIES OF THE EXECUTIVE COMMITTEE

3.1 All Executive Members are eligible to apply for, and secure head coaching positions within the association.

Thus, continuing to perform the duties and functions of both positions simultaneously. The exception to the motion for change would be that the Rules & Discipline Chairperson, President, Vice-President, Referee in Chief, Referee Scheduler would be ineligible to accept head coaching responsibilities while holding said positions. In addition, a division convenor would not be permitted to accept a head coaching position in the division in which they have been assigned. (NEW 2007-2008)

3.2 No one has the authority to spend money and charge to South Grenville Minor Hockey without first obtaining a purchase order from the Treasurer. Any purchase over \$50.00 must be on a purchase order. (New 2003)

3.3 Any purchase charged to SGMHA without the written permission (purchase order) will not be paid for by SGMHA but will be the responsibility of the person charging the purchase.

3.4 There will be no soliciting by any teams or individual players to local area businesses in an attempt to secure donations or monetary sponsorships for such individual teams or players or division tournaments. The SGMHA Executive reserves the right to solicit local businesses in an attempt to gain donations or sponsorships for the entire membership body. The SGMHA Executive will use above mentioned donations to help offset increasing operating costs as well as the purchasing of new equipment as needed to benefit all members of the association. Any team found not in compliance will be subject to a fine/penalty as set out by the SGMHA Executive.

3.5 Equipment donated to SGMHA by a sponsor automatically becomes the property of SGMHA.

3.6 Ice time charged to SGMHA without the consent of the Ice Scheduler will not be paid by the SGMHA but will be the responsibility of the person obtaining it.

3.7 If any member of SGMHA Executive misses three consecutive regular meetings, he/she will be suspended for the balance of his/her term of office.

3.8 Every member of the SGMHA Executive will be able to vote on motions. (New 2001/2002)

3.9 No player shall be released from the SGMHA without the approval of the majority of the voting Executive. Nor shall any player from SGMHA participate with any team, organization or association without the consent of the ODMHA.

3.10 The SGMHA will sanction the AA/AAA tournaments held within SGMHA

3.11 The SGMHA shall conduct 2 meetings annually where players are invited to express their ideas and concerns regarding SGMHA. This is an opportunity for the players to have a voice in the direction of the association.

4. BYLAW FOUR - ASSOCIATION SUPPLIED EQUIPMENT

4.1 C.S.A. approved face masks and helmets are mandatory for all players and goaltenders at all times while participating in any on ice activity. All coaching staff must wear a CSA approved helmet during on ice activities. It is the coach's responsibility to see that this rule is carried out and that all straps are fastened when on the ice. (Hockey Canada)

4.2 Approved neck protectors and mouth guards are mandatory for all SGMHA players for all on Ice activities, including practice ice times. Suspensions may be issued to players and Coaches for non compliance.

4.3 On Ice Helpers must be registered with minor hockey, junior hockey, or be an on ice official. Must be a minimum of one division higher at peewee. Bantam and above as on ice helpers must wear CSA helmets (mask or visor depending upon what is required for the level they play), neck guard, gloves and skates. Peewee and younger on ice helpers must wear full equipment. On ice helpers are instructors not participants..

4.4 No SGMHA player will be permitted on the ice without a team official in attendance who will accept responsibility for that player.

4.5 Goaltenders must wear approved goalie neck protectors. (Hockey Canada)

4.6 All Coaches will be held responsible for the return of their SGMHA equipment to the SGMHA Equipment Manager in accordance with SGMHA policy.

4.7 Use of any uniform or equipment for any other activity outside of SGMHA is strictly prohibited unless prior approval from the Equipment Manager. Failure to abide by this, may result in disciplinary action.

5. BYLAW SIX - FUND-RAISING, SOLICITATION OF FUNDS AND MATERIALS

5.1 If a player transfers to another team, all tournament fees will also be transferred, less the fees associated with tournaments that were already played.

5.2 All donations and grants will be accepted by the SGMHA in order to provide the best possible minor hockey program.

6. BYLAW SEVEN – 8 TEAM TOURNAMENT RULES AND REGULATIONS

6.1 Each team will be guaranteed two games.

6.1a2 Other than the rules listed below, ODMHA rules will apply, including the ODMHA code of Discipline.

6.1b Team officials must check in with the tournament convenor one hour prior to their first scheduled game. Each team will be expected to be ready to go on the ice 15 minutes prior to the scheduled start in the event the tournament is running ahead of time.

6.1c Each game is allotted 50 minutes to complete 3 – 10 minute periods.

6.1d During the third period running time will commence with a four (4) or more goal spread. Once running time commences it will not be stopped, even if the four goal spread is reduced.

6.1e Each team will be allowed one thirty (30) second time out during a game.

6.1f In the event of a tie of any game the following tie breaker will apply:

- * Three minutes of sudden death stop time period of 4 on 4.
- * If still tied three minutes of sudden death stop time period of 3 on 3.
- * If still tied penalty shots will be taken as follows:
 - * Five penalty shots per team will be taken simultaneously (beginning with the starting Line-up).
 - * If the score is still tied after the first five penalty shots, sudden death penalty shots will be taken. No player will repeat until each player has taken his/her turn.
- * If an additional round is still required, the players must go in the same order as in the First round.
- * A player serving a penalty when the shoot out starts is ineligible to participate in the Shoot out.

6.1g If a penalty is called in overtime when the teams are playing with reduced number of players, the non offending team will add a player. If the penalty expires while play is in progress, the penalized player will return to the ice and at the next stoppage of play the teams will revert back to the equal number of players.

Bylaw 6 – 16 Team Tournament Rules & Regulations.

(6.2)

6.2 Each team will be guaranteed three games. Teams will be divided into 4 groups of 4 teams. The top two teams from each division will qualify for the playoff round.

6.2a Other than the rules listed below, ODMHA rules will apply, including the ODMHA code of Discipline.

6.2b Team officials must check in with the tournament convenor one hour prior to their first scheduled game. Each team will be expected to be ready to go on the ice 15 minutes prior to the scheduled start in the event the tournament is running ahead of time.

6.2c Each game is allotted 50 minutes to complete 3 – 10 minute periods.

6.2d During the third period running time will commence with a four (4) or more goal spread. Once running time commences it will not be stopped, even if the four goal spread is reduced.

6.2e Each team will be allowed one thirty (30) second time out during a game.

6.2f With the exception of the finals the following will apply:

- * Points will be awarded as per the following:
 - * Win – 2 points
 - * Tie – 1 point
 - * Loss – 0 points

6.2g Goals for and against will be tracked and used if needed for tie breakers as per the following tie breaker format to advance to round d 2:

- * Head to Head

- * Goal Differential 0 Goals for minus goals against
- * Least Goals against

6.2h Home team in Round 2 & 3 will be decided by

- * Goal differential – Goals for minus goals against
- * Coin toss

6.2i In the event of a tie in any of the four final games the following tie breaker will apply

- * Three minutes of sudden death stop time period of 4 on 4.
 - * If still tied three minutes of sudden death stop time period of 3 on 3
 - * If still tied penalty shots will be taken as follows:
 - * Five penalty shots per team will be taken simultaneously (beginning with the starting line-up).
 - * If the score is still tied after the first five penalty shots, sudden death penalty shots will be taken.
- No player will repeat until each player has taken his/her turn.
- * If an additional round is still required, the players must go in the same order as in the first round.
 - * A player serving a penalty when the shoot out starts is ineligible to participate in the shoot out.

6.2j If a penalty is called in overtime when the teams are playing with reduced numbers of players, the non offending team will add a player. If the penalty expires while play in progress, the penalized player will return to the ice and at the next stoppage of play the teams will revert back to the equal number of players.

6.3 BYLAW SIX- 6 TEAM TOURNAMENT RULES AND REGULATIONS

6.3 Each team will be guaranteed three games. Teams will be divided into two groups of three teams. The top team of each division will play in the A Final, second place team in each division will play in the B Final and the third place team in each division will play in the C Final.

- A) Other than the rules listed below, ODMHA rules will apply, including the ODMHA Code of Discipline.
- B) Team officials must check in with the tournament convenor one hour prior to their first scheduled game. Each team will be expected to be ready to go on the ice 15 minutes prior to the scheduled start in the event the tournament is running ahead of time.
- C) Each game is allotted 50 minutes to complete 3-10 minutes periods.
- D) During the third period running time will commence with a four (4) or more goal spread. Once running time commences it will not be stopped, even if the four goal spread is reduced.
- E) Each team will be allowed one thirty (30) second time out during a game.
- F) With the exception of the finals the following will apply:
 - Points will be awarded as per the following:
 - Win – 2 points
 - Tie – 1 point
 - Loss – 0 points
- G) Goals for and against will be tracked and used if needed for tie breakers as per the following tie breaker format to advance:
 - Head to head
 - Goal Differential – Goals for minus goals against
 - Least goals against
 - Least amount of penalty minutes
 - Coin toss

H) In the event of a tie in any of the three final games the following tie breaker will apply:

- Three minutes of sudden death stop time period of 4 on 4.

-If still tied three minutes of sudden death stop time period of 3
-If still tied penalty shots will be taken as follows:

- Five penalty shots per team will be taken simultaneously (beginning with the starting line-up).
- If the score is still tied after the first five penalty shots, sudden death penalty shots will be taken. No Player will repeat until each player has taken his/her turn.
- If additional round is still required, the players must go in the same order as in the first round.
- A player serving a penalty when the shoot out starts is ineligible to participate in the shoot out.

- I) If a penalty is called in overtime when the teams are playing with reduced numbers of players, the Non-offending team will add a player. If the penalty expires while play in progress, the penalized player will return to the ice and at the next stoppage of play the teams will revert back to the equal number of players.

