

**2016-2017**

**Constitution**



## **Constitution**

### **INTRODUCTION**

Hockey Eastern Ontario Minor is a voluntary association of members and individuals established to promote and foster hockey through fair play, and maintain and increase interest in the game of hockey by insuring that all organized amateur hockey is developed within the Hockey Eastern Ontario Branch (HEO) (hereinafter referred to as the Branch) in accordance to prescribed standards. Hockey Eastern Ontario Minor (HEO Minor) is an integral part of Hockey Eastern Ontario (HEO) and by virtue of this affiliation is a member of Hockey Canada, the governing body of amateur hockey in Canada. And whereas it is declared that one of the purposes of this Constitution, Bylaws and Regulations shall be to confer upon Hockey Eastern Ontario Minor and its Executive Committee Members all of the powers of a fully self governing organization, be it hereafter enacted:

### **ARTICLE ONE – NAME**

- 1.1 The organization shall be called "Hockey Eastern Ontario Minor", hereinafter referred to as HEO Minor.
- 1.2 HEO Minor is a recognized Council of Hockey Eastern Ontario (HEO), one of the 13 Branches of Hockey Canada, the recognized governing body of amateur, ice and inline hockey in Canada.

### **ARTICLE TWO – OBJECTIVES**

- 2.1 The objectives of HEO Minor are to:
  - 2.1.1 Encourage minor hockey within the jurisdiction of HEO Minor as outlined within this Constitution and the Constitution of HEO.



- 2.1.2 Ensure the enforcement of the rules of the game as adopted by HEO Minor.
- 2.1.3 Decide all matters in dispute between various players, associations, leagues and other bodies as defined in article Four- Membership.
- 2.1.4 Conduct matches between the various teams for the different association championships (District, Provincial and National).
- 2.1.5 Promote fair play and leadership development..

### **ARTICLE THREE – JURISDICTION**

- 3.1 HEO Minor shall have jurisdiction over all minor ice hockey of the various Minor Divisions as defined by Hockey Canada (that is, Juvenile, Midget, Bantam, Pee Wee, Atom, Novice and Initiation) in that part of Ontario lying east of and including the Counties of Lanark, Renfrew and all of Leeds, except the town of Gananoque and the portion west of County Rd 32 (formerly Highway No. 32) and south of Highway No. 15 in the Province of Ontario.

### **ARTICLE FOUR - MEMBERSHIP**

- 4.1 Wherever used in the Constitution, Bylaws, Rules and Regulations, the word, "members" shall be deemed to include, where the context permits, any Association, Organization, League or Team or any individual registered with HEO Minor; the word, "individual" shall include but is not limited to any person, player, coach, manager or executive member affiliated with or associated with HEO Minor and shall also include game and off-ice officials. Whenever the terms "Executive Committee Member" or members; and "Minor



Council Member" or members are used it is understood that these are separate and distinct from the membership and are defined in Bylaws V 1.0 and VI.

- 4.2 All members as outlined in 4.1 shall conduct themselves in accordance with HEO Minor, HEO, and Hockey Canada Constitution, Bylaws, Rules and Regulations.
- 4.3 Membership in HEO Minor shall be open to all Minor Hockey Associations and Organizations conducting minor hockey within the Branch. No individual shall be barred membership in a Minor Hockey Association and Organization on the basis including but not limited to, that individual's race, sex or religious belief.
- 4.4 All Minor Hockey Associations, Districts, and Leagues must submit any changes to their current Constitutions, Bylaws and Regulations to HEO Minor before the commencement of the season for review to ensure the conformity to Hockey Canada Rules and Regulations; HEO and HEO Minor Constitutions, Bylaws and Regulations. Changes should be detailed in an attached letter to the new Constitution, Bylaws and Regulations.
- 4.5 There shall be only one Association or Organization administering Minor hockey in a zone as approved by Minor Council.
- 4.6 Associate membership shall include those Minor Hockey Associations or Organizations from other Branches of Hockey Canada, USA Hockey who have been sanctioned to play in HEO Minor by virtue of an agreement and receiving prior approval of HEO Minor, HEO, the resident Branch, Hockey Canada (if specifically outlined in Hockey Canada's



Constitution, and Bylaws) and USA Hockey, as applicable.

- 4.7 Membership in HEO Minor is bound by all the rulings and decisions of the HEO Minor Executive Committee and Minor Council.
- 4.8 Any such decisions can be appealed through a properly conducted appeal process.

## **ARTICLE FIVE – ORGANIZATION**

- 5.1 The governing body of HEO Minor shall be the membership represented by the Association Presidents, District Chairpersons, all Presidents of the AAA, AA, A and B leagues, and Executive Committee Members at each Annual General Meeting or Special General Meeting.
- 5.2 The day-to-day business of HEO Minor shall be administered by the Executive Committee, between Minor Council meetings, according to the Constitution, Bylaws, Rules and Regulations of Hockey Canada, HEO and HEO Minor.
- 5.3 The Minor Council is empowered to carry on the business of HEO Minor at its regular or special meetings between General Meetings, either Annual or Special.
- 5.4 The Executive Committee of HEO Minor shall be the President, Immediate Past President, First Vice-President, Second Vice-President, Vice-President Finance, Director Zoning and Constitution, Director of Risk and Safety, plus two (2) Directors at Large.
- 5.5 Minor Council shall consist of the Executive Committee Members and District Chairpersons, as



well as the Referee-in-Chief and Branch Registrar as non-voting members.

## **ARTICLE SIX – MEETINGS**

6.1 There shall be an Annual General Meeting (hereinafter the “AGM”) of HEO Minor on or before June 30<sup>th</sup> each year. The Executive Committee will decide the exact place, date and time of this meeting.

6.2 The order of business at the AGM should be as follows:

6.2.1 Call to order, roll call, approval of agenda

6.2.2 Adoption of Minutes of the previous AGM; and any Special General Meetings held

6.2.3 Business arising from Minutes

6.2.4 President’s Report

6.2.5 Executive Committee and Committee Reports

6.2.6 Presentation of Financial Statements

a) A financial statement approved and signed by a certified chartered accountant must be submitted to HEO Minor by the HEO Minor F&A by the Annual General Meeting

6.2.7 Notices of Motion; Constitution, Bylaws, Rules and Regulations

6.2.8 Appointment of a Returning Officer and Scrutineers



6.2.9 Nomination and election of HEO Minor  
Executive Committee Members

6.2.10 New Business

6.2.11 Adjournment.

6.3 Voting shall be on the basis of one vote for each voting member who must be present. The method of voting shall be by a show of hands unless a majority of the voting members decide that the method of voting shall be by some other means.

6.4 Elections of Executive Committee Members shall be by secret ballot.

6.5 The positions of the newly elected Executive Committee Members become effective the first day of July in the year of the election.

6.6 The President can call Special General Meetings as deemed necessary.

6.7 Special General Meetings can be called by any Executive Committee Member with the approval of the HEO Minor President or a Vice-President.

6.8 The Executive Committee and Minor Council are required to meet monthly.

## **ARTICLE SEVEN – AMENDMENTS**

7.1 No proposed amendment to the Constitution or Bylaws shall be presented at the AGM or Special General Meetings of the membership unless the proposed amendment is in writing and has been provided to the President or delegate by and with the support of another member of the governing



body as set out in Article 5.1 as per the following schedule:

- An initial “Notice of Motion” must be filed with the HEO Minor office not later than forty-five (45) days prior to the date of the meeting that contains, at minimum, the section for the By-laws or Constitution where a change is being proposed and the rationale for the change. Final wording is not necessary at this stage.
- A final “Notice of Motion” must be filed not later than thirty (30) days prior to the date of the meeting with the final wording.

However, if approved, at the AGM, by a two-thirds (2/3) majority vote of the member Associations and Organizations present at that meeting, corrections may be made to the wording in any Motion solely for the purpose of clarifying its intent or scope.

It shall be the duty of the Executive Committee to make available at the HEO Minor office a copy of all proposed amendments to each Association or Organization in good standing, at least fifteen (15) days prior to the date of such meetings. Motions shall be voted on at the AGM or at Special General Meetings in the exact form and wording as were made available to the member Associations or Organizations fifteen (15) days prior to the date of the AGM.

7.2 Any proposed amendment to the HEO Minor Regulations and Code of Discipline must be approved by a fifty percent plus one (50% + 1) majority vote of the member Associations and Organizations present and in good standing at the AGM or a Special General Meeting of the membership, a quorum being present. These





proposed amendments must be submitted in writing to the President or delegate on the prescribed motion form, duly submitted and seconded by current members of the governing body as set out in Article 5.1, as per the following schedule:

- An initial “Notice of Motion” must be filed with the HEO Minor office not later than forty-five (45) days prior to the date of the meeting that contains, at minimum, the section for the By-laws or Constitution where a change is being proposed and the rationale for the change. Final wording is not necessary at this stage.
- A final “Notice of Motion” must be filed not later than thirty (30) days prior to the date of the meeting with the final wording.

However, if approved, at the AGM, by a 50% +1 majority vote of the member Associations and Organizations present at that meeting, corrections may be made to the wording in any Motion solely for the purpose of clarifying its intent or scope.

It shall be the duty of the Executive Committee to make available at the HEO Minor office a copy of each proposed amendment to each Association and Organization in good standing at least fifteen (15) days prior to the date of the said meeting, after which no changes to the proposed amendment can be made.

7.3 HEO Minor may, at regular Minor Council Meetings by a two-thirds (2/3) majority vote of the Council’s voting members; a quorum being present, amend the Regulations and Code of Discipline to meet emergency or unusual situations. These amendments must be ratified at the next AGM



following such change(s). Any such amendments shall be included in the President's Report.

7.4 A quorum is composed of one half plus one of the membership as defined by Article 5, Item 5.1, that includes at least four Executive Committee Members for the Annual and Special General Meetings.

7.5 A quorum is composed of one half plus one of Minor Council that includes at least two Executive Committee Members at all regular and special meetings of the Minor Council

7.6 All amendments passed at the HEO Minor AGM or Special GM's shall become effective on July 1 of that year, unless specified otherwise at the time of the motion being passed.

## **ADDENDUM TO CONSTITUTION**

The above mentioned is believed to be an accurate reproduction of the constitution of HEO Minor and is reproduced and provided as a convenience to it's members. It may not include all amendments that have been passed since it's reproduction and resort should be had to the original Constitution filed at the offices of HEO Minor. Should any errors or omissions or discrepancies exist between the within and the original Constitution filed at the offices of HEO Minor, the original Constitution filed at the offices of HEO Minor shall be final and binding.