**CLARENCE-ROCKLAND GIRLS HOCKEY**

**ASSOCIATION**

***CONSTITUTION***



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# Article 1- Name and Purpose

1. This association shall be known as the Clarence-Rockland Girls Hockey Association,

hereinafter to be referred as CRGHA.

2. The purpose of the CRGHA is to organize and govern the operation of hockey for girls and

women in the City of Clarence-Rockland and surrounding areas.

# Article 2- Aims and Objectives

1. The objective of the CRGHA is to foster and encourage girls' hockey throughout the City of

Clarence-Rockland and surrounding areas.

2. The aims of the CRGHA are:

a) To provide girls and women of the City of Clarence-Rockland and surrounding areas with

the opportunity to learn and play hockey.

b) To ensure that each player, to the extent possible, will be able to participate in a hockey

program suited to that player's skill and abilities.

c) To establish and maintain a variety of hockey programs (developmental, house league,

representative and competitive) for all age groupings.

d) To encourage the participation of any and all interested persons and organizations wishing

to volunteer their services in the administration and support of the CRGHA's affairs.

e) To foster and develop sportsmanship, team discipline, self-discipline, self-confidence,

respect for others, and enjoyment through participation in hockey.

# Article 3 – Membership

1. Players registered in any of the programs or activities of the CRGHA shall be considered

junior members of the CRGHA and shall not be entitled to vote at general meetings of the

CRGHA if they are less than 18 years of age.

2. Senior members of the CRGHA, hereinafter referred to as 'members', shall be the only

persons entitled to vote on matters of the CRGHA. All such members shall be 18 years of

age or older and shall only include:

i. Directors of the CRGHA;

ii. Up to a maximum of three (3) team officials per team, providing such persons are at

least eighteen (18) years of age and are registered with the CRGHA as team officials

prior to December 31st of the hockey year;

iii. Each parent or legal guardian of one or more junior members of the CRGHA for either

the current or ensuing year;

iv. Players registered with the CRGHA for the current year or ensuing hockey year that

are at least eighteen (18) years of age;

v. . Persons appointed by the Board of Directors to fulfill voluntary responsibilities on

behalf of the CRGHA who would not otherwise qualify as members (Non-Parent). Position will be a

decided by the Board of Directors if this is a voting position or person performing the role solely. This

position will only be for a term of 1 year and have to be re-elected each AGM.

3. The CRGHA shall have the full right to establish conditions of membership and to refuse

membership to persons failing to satisfy those conditions.

4. All female players in Eastern Ontario and Western Quebec may enroll in the CRGHA. Players

and parents in the House League and Competitive Programs are full members. Players and

parents registered with other ODWHA Member Associations are not voting members of the

CRGHA and cannot stand for election, unless agreed upon by two thirds of the standing board.

# Article 4 – Annual General Meetings

1. A general meeting of the CRGHA shall be held annually prior to the 31st day of May in the

hockey year, at a place, date and time determined by the Board of Directors.

2. The business of the Annual Meeting shall include:

i. Presentation and adoption of the minutes of the previous Annual General Meeting and

any Special General Meetings held during the hockey year;

ii. Presentation of awards and guests;

iii. Reports of Directors and Committees;

iv. The interim financial statements for the hockey year in which the meeting is held;

v. The budget for the ensuing year;

vi. Motions to adopt, amend, revise, or repeal Articles of the Constitution for which due

notice has been provided;

vii. Other business of interest and concern to the members;

viii. Nomination and Election of Officers and Directors; and,

ix. Adjournment

3. At all General Meetings of members, every question shall be decided by a majority of votes

of the members, present in person. Votes by proxy are not accepted.

4. Every question shall be decided, in the first instance, by a show of hands. A declaration by

the Chair that a resolution has been carried, or not carried, and an entry to that effect in the

minutes of the meeting, shall be admissible in evidence as prima facie proof of the fact,

without further proof of the number or proportion of the votes accorded in favour or against

the resolution.

5. Any member, present, may demand that the question shall be answered by poll. The

demand for poll may be withdrawn, but if not, the question shall be decided by a majority of

votes given by the members, present in person, and such poll shall be taken in the manner

directed by the Chair. The result of such poll shall be deemed the decision of the

Association upon the matter in question.

6. In the case of an equality of votes at any General Meeting, whether upon the show of hands

or at poll, the Chair shall be entitled to cast the deciding vote.

7. No business may be transacted at any General Meeting unless at least ten (10) members

are personally present.

# Article 5 – Special General Meetings

1. A special General Meeting of the CRGHA shall be called by the Board of Directors within six

(6) weeks of the receipt, by the Secretary, of a written request for such a meeting signed by

at least thirty (30) voting members of the CRGHA.

2. The written request shall specify the business to be transacted at this meeting, and only the

specified business shall be transacted.

3. The Board of Directors, by resolution, shall have full authority to convene a Special General

Meeting.

# Article 6 – Election of Board of Directors

1. Nominations for President signed by a mover and seconder must be given to the Secretary

at least 14 days before the Annual General Meeting is to take place. Both the mover and

seconder must be voting members of the Association. If the President is not elected from

those nominated, nominations for President will be accepted from the floor at the Annual

General Meeting. The nominees must be present or have signified in writing their willingness

to the office for which they have been nominated.

2. The President will be elected for a term of two (2) years.

3. Nominations and voting for the Directors to be ratified at a bi-annual general meeting, provided the nominees are present or have signified in writing their willingness to the office for which they have been nominated. Allowing the newly elected board members a transitional period prior to taking over the positions in May at the AGM.

3 (b). No two members from the same family shall occupy Board of Director positions.

4 (a). Positions within the Board of Directors including; Vice Presidents, Treasurer, Development Coordinator and Ice Scheduler may be elected by a show of hands, or by secret ballot, if requested by the majority of those present, for a two (2) year term.

4(a) i. Registrar Position may be elected by a show of hands, or by secret ballot, if requested by the majority of those present, for a three () year term.

4 (b). All remaining positions, apart from the President and above outlined positions, in the Board of Directors may be elected by a show of hands, or by secret ballot, if requested by the majority of those present, for a one (1) year term.by the majority of those present, for a term of one (1) year.

5. Any member of the CRGHA may vote only in person.

6. Any voting member of the CRGHA may be nominated for a vacancy on the Board of

Directors.

# Article 7 – Composition of the Board of Directors

1. Subject to the Constitution of the CRGHA, the affairs of the CRGHA shall be managed by a

Board of Directors who shall have full authority to conduct the business of the Association.

2. The Board of Directors shall consist of a minimum of seven (7) Officers and Directors.

3. As Directors of the CRGHA, the President, the Vice Presidents, the Secretary, Development Coordinator, Registrar, Ice Scheduler, Risk and Safety and the Treasurer shall be, members of the Board of Directors, with duties as specified in Article 8..

4. Officers of the Association include ~~the Ice Scheduler,~~ the Equipment Coordinator, the

Event Coordinator, the Webmaster, and the Past President. The Officers perform roles for the association

however do not serve on the Board of Directors (unless asked to assume responsibilities on an interim

basis. Officers are not required to vote on in season matters unless requested by the Board of Directors.

5. The President and the Directors shall be elected at an Annual General Meeting and shall hold office

until the adjournment of the next Annual General Meeting. A Director may be re-elected.

6. Vacancies on the Board of Directors, however caused, may be filled by resolution of the

Board of Directors, so long as a quorum of fifty percent of the Board of Directors remains in

office.

7. A person may only be appointed a Director until the adjournment of the next Annual General

Meeting.

8. If a quorum of Directors does not remain in office, the remaining Officers and Directors shall,

within thirty days, convene an Annual General Meeting or a Special General Meeting to fill

sufficient vacancies to at least constitute a quorum.

9. Officers and Directors shall receive no remuneration from the Association for acting as such.

# Article 8 – Duties of the Directors of the Association

## President

1. No person may be nominated for, acclaimed to or elected to the position of President unless

that person has been a senior member of the CRGHA for at least two years and has been

on the CRGHA Board of Directors for at least one year.

2. In the instance that person do not meets the criteria set forth in (1), the Board of Directors

may nominate one person to the position of President for the term of one year.

3. The President may not be nominated for, acclaimed to or elected President for a fourth

consecutive term.

i. The duties and responsibilities of the President shall include:

ii. Chairing meetings of the Board of Directors;

iii. Signing on behalf of the Association all By-Laws, documents or certificates;

iv. Coordinating the work of the Board of Directors;

v. Representing the Association at all meetings or functions of senior hockey bodies;

vi. Representing the Association within the community;

vii. Serving as an ex officio member of all committees of the Association;

viii. Assuming from time to time other duties as may be determined by the Board of

Directors;

4. The President may delegate any of the foregoing duties and responsibilities to any Director of the CRGHA.

## Vice-President of Hockey Operations1. No person may be nominated for, acclaimed to or elected to the position of Vice-President unless

that person has been a senior member of the CRGHA for at least two years and has been

on the CRGHA Board of Directors for at least one year.

2. In the absence or inability of the President, the Vice-Presidents shall fulfill the duties and

responsibilities of President.

3. If for any reason the position of President becomes permanently vacant, the Vice Presidents

shall fulfill the duties and responsibilities of President until the adjournment of the next

Annual General Meeting. If for any reason the Vice-Presidencies become vacant, the Board

of Directors may appoint an Officer or Director to be a Vice-President of the CRGHA, who

shall so serve until the adjournment of the next Annual General Meeting.

4. The Vice President of Hockey Operations is responsible for overseeing and guiding all on-ice related activities including, but not limited to: ice scheduling, development, equipment, risk & safety, and coaching.

## Vice-President of Business Operations

1.No person may be nominated for, acclaimed to or elected to the position of Vice-President unless

that person has been a senior member of the CRGHA for at least two years and has been

on the CRGHA Board of Directors for at least one year.

2. In the absence or inability of the President, the Vice-Presidents shall fulfill the duties and responsibilities of President.

3. If for any reason the position of President becomes permanently vacant, the Vice Presidents shall fulfill the duties and responsibilities of President until the adjournment of the next Annual General Meeting. If for any reason the Vice-Presidencies become vacant, the Board of Directors may appoint an Officer or Director to be a Vice-President of the CRGHA, who shall so serve until the adjournment of the next Annual General Meeting.

4. The Vice President of Business Operations is responsible for overseeing and guiding all off-ice related and business planning activities including, but not limited to: programming, registration, communications, events, social media, website, promotion, and sponsorship.

## Secretary

1. The Secretary shall be ex officio Clerk of the Board of Directors and shall attend all

meetings of the Board and ensure that all facts and minutes of the Board's proceedings are

recorded in the books of the Association.

2. The Secretary shall be the custodian of the Seal of the Corporation, instruments of

incorporation, correspondence, contracts and other documents belonging to the Association,

which the Secretary shall deliver up only when authorized by a resolution of the Board of

Directors and to such person or persons as may be named in the resolution.

3. The Secretary shall ensure that all proper notice required by the Constitution of the CRGHA

is provided to all members and Directors as required.

4. The Secretary shall fulfill other duties and responsibilities from time to time, as determined

by the President or the Board of Directors.

## Treasurer

1. The Treasurer will be responsible for maintaining full and accurate accounts of all receipts

and disbursements of the CRGHA in proper books of account.

2. The Treasurer shall collect and deposit all monies or other valuable effects in the name and

to the credit of the CRGHA in such bank or banks as may be designated by the Board of

Directors.

3. The Treasurer will be responsible for the disbursement of all monies, ensuring that all

disbursements are supported by acceptable receipts. The disbursements are made by

cheque or etransfer signed by the two persons being the Treasurer and the President with an assigned

Director as the alternate signee.

4. The Treasurer will be responsible to report all receipts and disbursements at the meetings of the

Board of Directors.

5. The Treasurer shall prepare a pre-season budget or estimated revenues and expenses and

shall issue a Financial Statement at the end of each season.

## Ice Scheduler

1. The Ice Schedule shall acquire and allocate all CRGHA ice for tryouts, practices, league play, playoffs,

tournaments and special events.

2. The Ice Scheduler may appropriate any previously allocated ice time as necessary.

3. The Ice Scheduler will notify team managers and the Webmaster when a schedule has been

made or updated.

## Development Coordinator

1. The Development Coordinator shall plan and coordinate try-outs.

2. The Development Coordinator shall plan and coordinate sort-outs.

3. The Development Coordinator shall be responsible for the establishment of Conditioning

Camps.

4. The Development Coordinator shall be responsible for the establishment of Clinics.

## Registrar

1. The Registrar shall process and record all registrations in the manner set forth by the

CRGHA and shall maintain a record of all membership within the CRGHA.

2. The Registrar shall complete and submit all registration documents to the ODWHA and

OWHA within the prescribed time limits.

3. The Registrar must supply complete team staff information to the webmaster as soon as it is

available.

## Risk and Safety Officer

1. Prepare forms for trainers.

2. Prepare and collect police check forms for coaches/managers.

3. Verify trainer / coach certifications, including speak out completion

4. Distribute and collect Codes of Conduct (Coaches, Parents, Players)

5. Coordinate and tabulate coach evaluations

# Article 9 – Duties of Officers of the Association

1. The Past President, Equipment Coordinator, the Event Coordinator, the Webmaster, and the shall be Officers of the Association.

## Past President

1. The Past-President shall serve in an advisory capacity to the Board of Directors.

## Equipment Coordinator

1. The Equipment Coordinator shall be responsible for the CRGHA equipment control, storage,

disbursement and collection.

2. The Equipment Coordinator shall be responsible for the purchase of any new equipment

and for reporting to the Board of Directors the minimum playing equipment standards.

3. Prepares and distributes first aid kits for team trainers.

## Event Coordinator

1. The Event Coordinator shall be responsible for the establishment of various sub-committees

to plan and operate all CRGHA events.

2. The Event Coordinator shall establish a pre-event budget and submit to the CRGHA Board

of Directors for input and approval.

3. The Event Coordinator shall be responsible for arranging and monitoring all fundraising

activities of the CRGHA.

## Webmaster

1. The Webmaster shall keep the CRGHA web site current and update social media sites when

needed.

2. The Webmaster shall post revised schedule as soon as possible after they are made

available by the Ice Scheduler.

3. The Webmaster shall complete the team staff section of the web site as soon as it is

received from the Registrar.

# Article 10 – Meetings of the Board of Directors

1. Except as otherwise required, the Board of Directors may hold its meetings at such place or

places as it may, from time to time, determine.

2. The board may appoint a day or days in any month or months for regular meetings at a

specific hour and place and for such meetings no notice need be sent.

3. Meetings may be formally called by the President or by the Vice President.

4. On the written direction of five Directors, the Secretary and Registrar must convene a

meeting of the Board of Directors within forty- eight (48) hours of receiving the written

direction.

5. Otherwise than provided in article 10 (4), the Secretary must, in writing or by telephone

provide each Officer and Director with notice of meetings of the Board of Directors at least

twenty four (24) hours prior to the time of the meeting. Such notice shall include the date,

time and place of the proposed meeting.

6. The statutory declaration of the Secretary or President that notice has been given pursuant

to this section shall be sufficient and conclusive evidence of the giving of such notice.

7. No error or omission in giving notice, pursuant to this By-Law, for a meeting of the Board of

Directors shall invalidate or make void any proceedings taken or held at such meetings. Any

director may at any time waive notice of any such meetings and may ratify and approve of

any or all proceedings taken or held at such meetings.

8. Fifty percent plus one of the directors shall form a quorum for the transaction of business.

9. Questions arising at any meeting of the Board of Directors that fall outside of existing delegated

authorities shall be decided by a majority of votes of the directors who are present.

10. The Chair does not have a vote except in instances where the vote is evenly divided. In the

case of an equality of votes on any matter, the Chair shall cast the deciding vote.

11. Any votes at any meeting of the Board of Directors shall be taken by secret ballot if so

demanded by any director present.

12. Any director may request a vote by show of hands or poll on any resolution at a meeting of

the Board of Directors.

13. A declaration by the Chair that a resolution has been carried and an entry to that effect in

the minutes shall be admissible in evidence as prima facia proof of the fact, without proof of

the number or proportion of the votes recorded in favour of, or against, such resolution.

14. In the absence of the President, the Vice President or director, as the Board may from time to time

appoint for such purpose, shall chair the meeting.

15. The Board of Directors shall meet at least four (4) times during the hockey year.

# Article 11- Resignation or Impeachment

1. Directors are required to attend meetings of the Board. Any Director who fails to attend two (2)

consecutive board meetings without just cause, as determined by the executive, shall be deemed to

have resigned.

2. The members of the Association, subject to the requirements of Article 5 requiring proper

notice, may, by resolution passed by at least two thirds of the votes cast by senior members

at an Annual General Meeting or a Special General Meeting called for that specific purpose,

remove any Officer or Director before the expiration of that person's term of office, and elect

another person or persons as set out in this Constitution.

# Article 12 – General Powers and Responsibilities of the

## Board of Directors

Subject to the Constitution of the CRGHA the Board of Directors shall:

1. Have all full and necessary powers and authorities to manage, order, administer and

direct the affairs of the Association.

2. Administer and complete the registration of all CRGHA players.

3. Determine the number of CRGHA teams to be entered in the appropriate league(s)

prior to each season.

4. Determine the caliber of each CRGHA team. If two or more CRGHA teams are to be

placed in the same House League Division within the appropriate league(s), the

Board of Directors will ensure that these teams are balanced in terms of caliber.

5. Administer and complete the coach selection process of all CRGHA teams.

6. Ensure that all team staff members have the coaching levels as required by the

OWHA Constitution.

7. Administer the affairs of the CRGHA in all things and make or cause to be made for

the CRGHA, in its name, any kind of contract which the CRGHA may lawfully enter

into, and generally may exercise all such other powers and do all such other acts

and things as the CRGHA is by its charter or otherwise authorized to exercise, upon

such terms and conditions as they may deem advisable.

8. From time to time authorize any Officer, Director, of the CRGHA or any other person

to make arrangements with reference to the monies borrowed or to be borrowed and

as to the terms and conditions such loans, and as to the securities to be given

thereof, with power to vary or modify such arrangements, terms and conditions and

to give such additional securities for any monies to be borrowed or remaining due by

the CRGHA as the Directors may authorize, and generally manage, transact and

settle the borrowing of money by the CRGHA.

9. Set, establish, increase, decrease and determine membership and registration fees,

other fees, dues and levies.

10. Adopt, amend, revise, revoke or repeal the Regulations of the Association.

11. Subject to the Corporations Act, enact, alter, amend, repeal or revoke the By-Laws of

the Association, but such undertakings must be ratified by the Senior Members at the

next Annual General Meeting or a Special General Meeting convened for such

purpose.

12. Exercise the right of prior review and approval of all hockey activities, programs and

undertakings in the name of the CRGHA and establish terms, conditions, standards

and objectives for them.

13. Assess, appoint, hire and engage coaches, assistant coaches, trainers, team

managers, referees, linesmen and timekeepers and other persons, all of whom shall

hold their positions at the pleasure of the Board of Directors.

14. Establish, appoint and direct the work of various committees to advise it on general

or specific issues.

15. Direct any other undertaking necessary to provide the CRGHA with sound and

effective administration.

16. The Board of Directors shall have full authority to suspend any member, team, team

official, game official or individual player for conduct prejudicial to the aims and

objectives of the Association or found to be in violation of the established Rules and Regulations.

# Article 13 – Books and Records

Execution of Documents

1. Deeds, transfers, licenses, contracts and engagements on behalf of the CRGHA shall be

signed by any two of, the President, Vice-President, Treasurer, or any other persons

designated by the Board of Directors. The corporate seal of the Association shall be affixed

to the instruments, as required the same.

2. Contracts, in the ordinary course of the CRGHA operation, may be entered into on behalf of

the CRGHA by any two of; the President, Vice President, Treasurer, or other person so

authorized by the Board of Directors.

3. Any two of; the President or Vice President or other person so authorized by the Board of

Directors, may transfer any and all shares, bonds or other securities from, time to time

standing in the name of the CRGHA, its individual or any other capacity, or as a trustee or

otherwise and may accept in the name and on behalf of the CRGHA, transfers of shares,

bonds or other securities, from time to time transferred to the CRGHA, and may affix the

corporate seal to any such transfers or acceptances of transfers, and may make, execute

and deliver under the corporate seal any and all instruments in writing, necessary or proper

for such purposes, including the appointment of any attorney or attorneys to make or accept

transfers of shares, bonds or other securities on the books of any company or corporation.

4. All cheques, bills of exchange or other orders for the payment of money, notes or other

evidence of indebtedness issued in the name of the CRGHA, shall be signed by such officer

or officers, agent or agents or the CRGHA and in such manner as shall, from time to time,

be determined by resolution of the Board of Directors.

5. Any of the aforementioned persons in article 13 (4) may, alone, endorse notes and drafts for

collection on account of the CRGHA through its bankers, and endorse notes and cheques

for deposit with the CRGHA's bankers for the credit of the CRGHA, or the same may be

endorsed 'for collection' or for deposit with the bankers of the CRGHA by using the

Association's rubber stamp for that purpose.

6. Any one of such persons authorized by article 13 (4) may arrange, settle, balance and

certify all books and accounts between the CRGHA and the CRGHA's bankers and may

receive all paid cheques and vouchers and sign all the bank's forms or settlement of

balances and release of verification slips.

7. The securities of the CRGHA shall be deposited for safekeeping with one or more bankers,

trust companies or other financial institutions to be selected by the Board of Directors.

8. Any and all securities, so deposited, may be withdrawn, from time to time, only upon written

order of the CRGHA signed by such officer, officers, agent or agents of the CRGHA, and in

such manner, as shall from time to time be determined by resolution of the Board of

Directors and such authority may be general or confined to specific instances. The

institutions which may be so selected as custodians of the Board of Directors shall be fully

protected in acting accordance with the directions of the Board of Directors and shall in no

event be liable for the due application of the securities so withdrawn from deposit or the

proceeds thereof.

9. The Board of Directors shall see that all necessary books and records of the CRGHA,

required by the By-Laws of the Association or by an applicable statute of law are regularly

and properly kept.

# Article 14 – Financial and Hockey Year

1. Unless otherwise ordered by the Board of Directors, the fiscal year-end of the CRGHA shall

be on the 31st day of May, in each year.

2. For the purposes of any Article of the Constitution or By-Laws of the CRGHA, the hockey

year of the CRGHA shall be the twelve-month period between the 1st day of June and the

31st day of May, each year.

# Article 15 – Amendments – Constitution

1. Amendments to the Constitution may be made at any properly called Annual Meeting of the

membership.

2. An amendment in writing signed by a mover and a seconder must be given to the Secretary

at least 14 days before the Annual Meeting is to take place. Both the mover and seconder

must be voting members of the Association.

3. An amendment must be approved by a two-thirds majority of the voting members present at

the meeting.

# Article 16 – Amendments – Rules and Regulations

1. The CRGHA Rules and Regulations Document, although separate, form part of the

Constitution.

2. Changes to the Rules and Regulations may be made, at any time during the year, by the

Executive “in-power” with an absolute 2/3 majority of the Executive eligible for voting. In

order to be ratified, all changes made during the playing season must be submitted in

accordance with Article 15, #2 above.

3. Proposed amendments to the Rules and Regulations, including any changes made during

the playing season by the Executive, must be submitted in writing to the CRGHA secretary,

14 days prior to the AGM.

4. Proposed amendments to the Rules and Regulations are to be voted (see Article 3, Voting

Eligibility) on, prior to the election of the new Executive Committee, in the following manner:

i. Changes to the Rules and Regulations made during the season that are to be

ratified require a 50% + 1 majority in order to be passed.

ii. New proposed amendments to the Rules and Regulations require an absolute

2/3 majority in order to be passed.

# Article 17 – Interpretation

1. In these By-Laws, and all other By-Laws of the Association hereafter passed, unless the

context otherwise requires, words importing the singular number of the masculine gender

shall include the plural number or the feminine gender, as the case may be, and vice versa,

and reference to persons shall include firms and corporations.

# CRGHA Constitution Amendments

|  |  |  |
| --- | --- | --- |
|  | CURRENT RULE | AMENDMENT |
| May 2025 |
| Article 8 (2) (1)Article 8 (3) (1) |  | No person may be nominated for, acclaimed to or elected to the position of Vice-President unlessthat person has been a senior member of the CRGHA for at least two years and has beenon the CRGHA Board of Directors for at least one year.Proposed that experience on any executive board for 1 year is equivalent *Implement a tier system when nominating volunteers/board members. Priority will be given to candidates based on the following system: Tier 1- Parents/member solely with CRGHATier 2 - Non-parentTier 3- Parents with children in a competing association.*  |
|
|  |  | Create a team manual (coaches, managers,) regarding policies and fair play rules.  |
| Article 6.4(a)(i) | Article 6.4.(a)Positions within the Board of Directors including; Vice Presidents, Treasurer, Registrar, Development Coordinator and Ice Scheduler may be elected by a show of hands, or by secret ballot, if requested by the majority of those present, for a two (2) year term. | Proposing registrar role be for a term of 3 years.  Registrar Position may be elected by a show of hands, or by secret ballot, if requested by the majority of those present, for a three (3) year term.  |
|  | Article 6.3 Nominations for the Directors will be accepted from the floor at the Annual GeneralMeetings provided the nominees are present or have signified in writing theirwillingness to the office for which they have been nominated. | Nominations and voting for the Directors to be ratified at a bi-annual general meeting, provided the nominees are present or have signified in writing their willingness to the office for which they have been nominated. Allowing the newly elected board members a transitional period prior to taking over the positions in May at the AGM. |
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|  | CURRENT RULE | AMENDMENT |
| May 2024 |
| Article 3 | v. Persons appointed by the Board of Directors to fulfill voluntary responsibilities onbehalf of the CRGHA who would not otherwise qualify as members. | v. Persons appointed by the Board of Directors to fulfill voluntary responsibilities onbehalf of the CRGHA who would not otherwise qualify as members (Non-Parent). Position will be a decided by the Board of Directors if this is a voting position or person performing the role solely. This position will only be for a term of 1 year and have to be re-elected each AGM. |
| Article 6  |  | 3(b). No two members from the same family shall occupy Board of Director positions.  |
| Article 7 | 3. As Officers of the CRGHA, the President, the Past President, the Vice Presidents, the Secretary, and the Treasurer shall be, ex officio, members of the Board of Directors, with duties as specified in Article 8. | 3. As Directors of the CRGHA, the President~~, the Past President~~, the Vice Presidents, the Secretary, Development Coordinator, Registrar, Ice Scheduler, Risk and Safety and the Treasurer shall be~~, ex officio,~~  members of the Board of Directors, with duties as specified in Article 8. |
| Article 7 | 4. Directors of the Association include the Ice Scheduler, the Equipment Coordinator, theEvent Coordinator, the Development Coordinator, the Registrar, the Webmaster, andthe Risk and Safety Officer. The President and the Directors shall be elected at an AnnualGeneral Meeting and shall hold office until the adjournment of the next Annual GeneralMeeting following the Annual General Meeting at which the Director was elected. A Directormay be re-elected. | 4. Officers of the Association include ~~the Ice Scheduler,~~ the Equipment Coordinator, theEvent Coordinator, ~~the Development Coordinator,~~ ~~the Registrar,~~ the Webmaster, and~~the Risk and Safety Officer~~ the Past President. The Officers perform roles for the association however do not serve on the Board of Directors (unless asked to assume responsibilities on an interim basis. Officers are not required to vote on in season matters unless requested by the Board of Directors. ~~The President and the Directors shall be elected at an Annual General Meeting and shall hold office until the adjournment of the next Annual General~~~~Meeting following the Annual General Meeting at which the Director was elected. A Director~~~~may be re-elected.~~ |
| Article 7 |  | 5. The President and the Directors shall be elected at an Annual General Meeting and shall hold office until the adjournment of the next Annual GeneralMeeting. ~~following the Annual General Meeting at which the Director was elected~~. A Directormay be re-elected. |
| Article 7  |  | Renumber lines 5-9. |
| Article 8 | 4. The President may delegate any of the foregoing duties and responsibilities to the VicePresidents, or any Director of the CRGHA. | 4. The President may delegate any of the foregoing duties and responsibilities to ~~the Vice~~~~Presidents, or~~ any Director of the CRGHA. |
| Article 8 | Past-President1. The Past-President shall serve in an advisory capacity to the Board of Directors.2. The Past-President may perform other duties and responsibilities that may bedetermined by the President and the Board of directors. | Past-President1. The Past-President shall serve in an advisory capacity to the Board of Directors.~~2. The Past-President may perform other duties and responsibilities that may be~~~~determined by the President and the Board of directors.~~ |
| Article 8 | 4. The Vice President of Hockey Operations shall be Coach Mentor for the Association, or delegate this role to a volunteer each season as agreed upon by 2/3 of the board | ~~4. The Vice President of Hockey Operations shall be Coach Mentor for the Association, or delegate this role to a volunteer each season as agreed upon by 2/3 of the board~~ |
|  | 4. The Vice President of Business Operations has primary responsibility for the administration of all complaints brought forward to the board and will manage them in conjunction with the President, Vice-President of Hockey Operations and appropriate director(s). | ~~4. The Vice President of Business Operations has primary responsibility for the administration of all complaints brought forward to the board and will manage them in conjunction with the President, Vice-President of Hockey Operations and appropriate director(s).~~ |
| Article 8 | 3. The Treasurer will be responsible for the disbursement of all monies, ensuring that alldisbursements are supported by acceptable receipts. The disbursements are made bycheque signed by the two persons being the Treasurer and the President with the Vice President of Hockey Operations as the alternate signee. | 3. The Treasurer will be responsible for the disbursement of all monies, ensuring that alldisbursements are supported by acceptable receipts. The disbursements are made bycheque or etransfer signed by the two persons being the Treasurer and the President with ~~the Vice President of Hockey Operations~~ an assigned Director as the alternate signee. |
| Article 9 |  | Move sections for Ice Scheduler, Development Coordinator, Registrar and Risk and Safety to Article 8 as Directors. Add Past president to Article 9. |
| Article 9 | 1. The Ice Scheduler, the Equipment Coordinator, the Event Coordinator, the DevelopmentCoordinator, the Registrar, the Webmaster, and the Risk and Safety Officer shall beDirectors of the Association. | 1. ~~The Ice Scheduler~~, the Equipment Coordinator, the Event Coordinator, ~~the Development~~~~Coordinator, the Registrar,~~ the Webmaster, and the ~~Risk and Safety Officer~~ shall beOfficers of the Association. |
| Article 10 | 8. Fifty percent plus one of the officers and directors shall form a quorum for the transaction of business. | 8. Fifty percent plus one of the ~~officers and~~ directors shall form a quorum for the transaction of business. |
| Article 10 | 9. Questions arising at any meeting of the Board of Directors that fall outside of existing delegated authorities shall be decided by a majority of votes of the officers and directors who are present. | 9. Questions arising at any meeting of the Board of Directors that fall outside of existing delegated authorities shall be decided by a majority of votes of the ~~officers and~~ directors who are present. |
| Article 10 |  | Formatting: Separate bullet point 10 |
| Article 10 | 14. In the absence of the President, the Vice President or such other officer or director, as theBoard may from time to time appoint for such purpose, shall chair the meeting. | 14. In the absence of the President, the Vice President ~~or such other officer~~ or director, as theBoard may from time to time appoint for such purpose, shall chair the meeting. |
| Article 11 | 1. Officers and Directors are required to attend meetings of the Board. Any Officer or Directorwho fails to attend two (2) consecutive board meetings without just cause, as determined by the executive, shall be deemed to have resigned. | 1. ~~Officers and~~ Directors are required to attend meetings of the Board. Any ~~Officer or~~ Directorwho fails to attend two (2) consecutive board meetings without just cause, as determined by the executive, shall be deemed to have resigned. |
| May 2023 |
| Article 7 | 3. As Officers of the CRGHA, the President, the Past President, the Vice President, the Secretary, and the Treasurer shall be, ex officio, members of the Board of Directors, with duties as specified in Article 8.  | 3. As Officers of the CRGHA, the President, the Past President, the Vice Presidents, the Secretary, and the Treasurer shall be, ex officio, members of the Board of Directors, with duties as specified in Article 8.  |
|  | Directors of the Association include the Ice Scheduler, the Equipment Coordinator, the Tournament Coordinator, the Development Coordinator, the Registrar, the Webmaster, and the Risk and Safety Officer. The President and the Directors shall be elected at an Annual General Meeting and shall hold office until the adjournment of the next Annual General Meeting following the Annual General Meeting at which the Director was elected. A Director may be re-elected.  | Directors of the Association include the Ice Scheduler, the Equipment Coordinator, the Event Coordinator, the Development Coordinator, the Registrar, the Webmaster, and the Risk and Safety Officer. The President and the Directors shall be elected at an Annual General Meeting and shall hold office until the adjournment of the next Annual General Meeting following the Annual General Meeting at which the Director was elected. A Director may be re-elected.  |
| Article 8 | Past-President 1. The Past-President shall serve in an advisory capacity to the Board of Directors. 2. The Past-President shall also perform other duties and responsibilities that may be determined by the President and the Board of directors.  | Past-President 1. The Past-President shall serve in an advisory capacity to the Board of Directors. 2. The Past-President may perform other duties and responsibilities that may be determined by the President and the Board of directors.  |
| Article 8 | Vice-President 1. In the absence or inability of the President, the Vice-Presidents shall fulfill the duties and responsibilities of President. 2. If for any reason the position of President becomes permanently vacant, the Vice Presidents shall fulfill the duties and responsibilities of President until the adjournment of the next Annual General Meeting. If for any reason the Vice-Presidencies become vacant, the Board of Directors may appoint an Officer or Director to be a Vice-President of the CRGHA, who shall so serve until the adjournment of the next Annual General Meeting.  | Vice-President of Hockey Operations1. In the absence or inability of the President, the Vice-Presidents shall fulfill the duties and responsibilities of President. 2. If for any reason the position of President becomes permanently vacant, the Vice Presidents shall fulfill the duties and responsibilities of President until the adjournment of the next Annual General Meeting. If for any reason the Vice-Presidencies become vacant, the Board of Directors may appoint an Officer or Director to be a Vice-President of the CRGHA, who shall so serve until the adjournment of the next Annual General Meeting. 3. The Vice President of Hockey Operations is responsible for overseeing and guiding all on-ice related activities including, but not limited to: ice scheduling, development, equipment, risk & safety, and coaching.4. The Vice President of Hockey Operations shall be Coach Mentor for the Association, or delegate this role to a volunteer each season as agreed upon by 2/3 of the board. Vice President of Business Operations1. In the absence or inability of the President, the Vice-Presidents shall fulfill the duties and responsibilities of President. 2. If for any reason the position of President becomes permanently vacant, the Vice Presidents shall fulfill the duties and responsibilities of President until the adjournment of the next Annual General Meeting. If for any reason the Vice-Presidencies become vacant, the Board of Directors may appoint an Officer or Director to be a Vice-President of the CRGHA, who shall so serve until the adjournment of the next Annual General Meeting. 3. The Vice President of Business Operations is responsible for overseeing and guiding all off-ice related and business planning activities including, but not limited to: programming, registration, communications, events, social media, website, promotion, and sponsorship.4. The Vice President of Business Operations has primary responsibility for the administration of all complaints brought forward to the board and will manage them in conjunction with the President, Vice-President of Hockey Operations and appropriate director(s). |
| Article 3  | 4. All female players in Eastern Ontario and Western Quebec may enroll in the CRGHA. Players and parents in the House League and Competitive Programs are full members. Players and parents registered with other ODWHA Member Associations are not voting members of the CRGHA and cannot stand for election. | 4. All female players in Eastern Ontario and Western Quebec may enroll in the CRGHA. Players and parents in the House League and Competitive Programs are full members. Players and parents registered with other ODWHA Member Associations are not voting members of the CRGHA and cannot stand for election, unless agreed upon by two thirds of the standing board. |
| Article 9 | Ice Scheduler 1. The Ice Schedule shall allocate all CRGHA ice for tryouts, practices, league play, playoffs, tournaments and special events.  | Ice Scheduler 1. The Ice Schedule shall acquire and allocate all CRGHA ice for tryouts, practices, league play, playoffs, tournaments and special events.  |
| Article 9 | Development Coordinator 1. The Development Coordinator shall plan and coordinate try-outs. 2. The Development Coordinator shall plan and coordinate sort-outs. 3. The Development Coordinator shall be responsible for the establishment of Conditioning Camps. 4. The Development Coordinator shall be responsible for the establishment of Clinics. 5. The Development Coordinator shall be the Coach Mentor for the Association.  | Development Coordinator1. The Development Coordinator shall plan and coordinate try-outs. 2. The Development Coordinator shall plan and coordinate sort-outs. 3. The Development Coordinator shall be responsible for the establishment of Conditioning Camps. 4. The Development Coordinator shall be responsible for the establishment of Clinics. ~~5. The Development Coordinator shall be the Coach Mentor for the Association.~~  |
| Article 9 | Risk and Safety Officer 1. Prepares and distributes first aid kits for team trainers. 2. Prepare forms for trainers. 3. Prepare and collect police check forms for coaches/managers.4. Verify trainer / coach certifications, including speak out completion 5. Distribute and collect Codes of Conduct (Coaches, Parents, Players) 6. Coordinate and tabulate coach evaluations  | Risk and Safety Officer ~~1. Prepares and distributes first aid kits for team trainers.~~ 2. Prepare forms for trainers. 3. Prepare and collect police check forms for coaches/managers.4. Verify trainer / coach certifications, including speak out completion 5. Distribute and collect Codes of Conduct (Coaches, Parents, Players) 6. Coordinate and tabulate coach evaluations  |
| Article 9 | Equipment Coordinator 1. The Equipment Coordinator shall be responsible for the CRGHA equipment control, storage, disbursement and collection. 2. The Equipment Coordinator shall be responsible for the purchase of any new equipment and for reporting to the Board of Directors the minimum playing equipment standards.  | Equipment Coordinator 1. The Equipment Coordinator shall be responsible for the CRGHA equipment control, storage, disbursement and collection. 2. The Equipment Coordinator shall be responsible for the purchase of any new equipment and for reporting to the Board of Directors the minimum playing equipment standards.3. Prepares and distributes first aid kits for team trainers.  |
| Article 10 | 9. Questions arising at any meeting of the Board of Directors shall be decided by a majority of votes of the officers and directors who are present.  | 9. Questions arising at any meeting of the Board of Directors that fall outside of existing delegated authorities shall be decided by a majority of votes of the officers and directors who are present.  |
| Article 11 | 1. Officers and Directors are required to attend meetings of the Board. Any Officer or Director who fails to attend two (2) consecutive board meetings without notifying the Secretary, either directly or indirectly, of inability to attend, shall be deemed to have resigned.  | 1. Officers and Directors are required to attend meetings of the Board. Any Officer or Director who fails to attend two (2) consecutive board meetings ~~without notifying the Secretary, either directly or indirectly, of inability to attend,~~ without just cause, as determined by the executive, shall be deemed to have resigned.  |
| Article 12 | 16. The Board of Directors shall have full authority to suspend any member, team, team official, game official or individual player for conduct prejudicial to the aims and objectives of the Association.  | 16. The Board of Directors shall have full authority to suspend any member, team, team official, game official or individual player for conduct prejudicial to the aims and objectives of the Association or found to be in violation of the established Rules and Regulations. |
| Article 8Treasurer - No. 3 | The Treasurer will be responsible for the disbursement of all monies, ensuring that all disbursements are supported by acceptable receipts. The disbursements are made by cheque signed by the two persons being the Treasurer and the President with the Vice-President as the alternate signee. | The Treasurer will be responsible for the disbursement of all monies, ensuring that all disbursements are supported by acceptable receipts. The disbursements are made by cheque signed by the two persons being the Treasurer and the President with the Vice President of Hockey Operations as the alternate signee. |
| Article 6.4 (Election of Board of Directors) | 4. The Board of Directors may be elected by a show of hands, or by secret ballot, if requested by the majority of those present, for a one (1) year term. | 4 (a). Positions within the Board of Directors including; Vice Presidents, Treasurer, Registrar, Development Coordinator and Ice Scheduler may be elected by a show of hands, or by secret ballot, if requested by the majority of those present, for a two (2) year term.4 (b). All remaining positions, apart from the President and above outlined positions, in the Board of Directors may be elected by a show of hands, or by secret ballot, if requested by the majority of those present, for a one (1) year term. |
|  | Updates April 2019 |  |
| Article 8-1 | 1. i) No person may be nominated for,acclaimed to or elected to the position ofPresident unless that person has been a seniormember of the CRGHA for at least two yearsand has been on the CRGHA Board ofDirectors for at least one year. ii) In the instance that no person meetsthe criteria set forth in (i), the board ofdirectors may nominate one person to theposition of President for the term of oneyear | \* Formatting Change Only1. No person may be nominated for, acclaimed toor elected to the position of President unless thatperson has been a senior member of the CRGHAfor at least two years and has been on theCRGHA Board of Directors for at least one year.2. In the instance that no person meets thecriteria set forth in (1), the Board of Directors maynominate one person to the position of Presidentfor the term of one year |
| Article 9 – Ice Scheduler |  | 3. The Ice Scheduler will notify team managersand the Webmaster when a schedule has beenmade or updated. |
| Article 9 Equipment Coordinator | 1. The Equipment and Fundraising Coordinatorshall be responsible for the CRGHA equipmentcontrol, storage, disbursement and collection.2. The Equipment and Fundraising Coordinatorshall be responsible for the purchase of anynew equipment and for reporting to the Boardof Directors the minimum playing equipmentstandards.3. The Equipment Coordinator orders andprepares the first aid kits and supplies | 1. The Equipment and Fundraising Coordinatorshall be responsible for the CRGHA equipmentcontrol, storage, disbursement and collection.2. The Equipment and Fundraising Coordinatorshall be responsible for the purchase of any newequipment and for reporting to the Board ofDirectors the minimum playing equipmentstandards.3. The Equipment Coordinator orders andprepares the first aid kits and supplies \*\*thisSchedule “A”should be part of risk and safety’sresponsibility since that person will distributethe kits |
| Article 9 – Webmaster 1 | The Webmaster shall keep the CRGHA website current.2. The Webmaster shall mentor team staff tupdate and maintain their team’s onlineinformation | 1. The Webmaster shall keep the CRGHA website current and update social media sites whenneeded.2. The Webmaster shall post revised scheduleas soon as possible after they are madeavailable by the Ice Scheduler. |
| Article 9 – Risk and SafetyOfficer | 1. Distribute first aid kits for team trainers  | 1. Prepares and distributes first aid kits forteam trainers |
| Article 9 – Webmaster 1 | The Webmaster shall keep the CRGHA website current.2. The Webmaster shall mentor team staff tupdate and maintain their team’s onlineinformation | 1. The Webmaster shall keep the CRGHA website current and update social media sites whenneeded.2. The Webmaster shall post revised scheduleas soon as possible after they are madeavailable by the Ice Scheduler. |
| Article 9 – Risk and SafetyOfficer | 1. Distribute first aid kits for team trainers  | 1. Prepares and distributes first aid kits forteam trainers |