# HAMILTON MINOR
# HOCKEY COUNCIL
# BY-LAWS

Revised – August 2008

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## PREAMBLE

Tiering provides the opportunity for all participants to play in the tier where the calibre of play is equal to their ability and provides a wholesome environment, and an experience for personal growth in team play.

## RECREATIONAL HOCKEY

The Recreational Hockey Leagues will provide a community based programme which will allow the player to participate in an environment which will provide an opportunity for fun and physical exercise.

Recreational hockey players will abide by the rules and regulations of their own Association and the Recreational House Leagues Constitution & By-Laws.

The RHL's through their representing director, will coordinate the efforts for that association with other City RHL'S towards a fair and uniform set of procedures on a City wide basis.

The RHL's will govern the H.L.S. with rules approved by the RHL Committee and in accordance with the Alliance handbook.

## CITY HUB LEAGUE

The City Hub League will be made up of teams created At-Large by the HUB Convening Committee in the Old City of Hamilton. The League will operate on an Old City-Wide basis and allow players to participate in a more competitive level of hockey.

The Hub Board of Directors reserves the right to accept teams from outside the Old City of Hamilton to provide a viable and balanced league, subject to the approval of the Hamilton Minor Hockey Council. All teams will abide by the By-Laws of the H.M.H.C. All teams will be affiliated with the Alliance and abide by their rules and regulations where applicable. C.H.L. players should receive a fair share of ice time.

## "AA" AND "AAA" REPRESENTATIVE TEAMS

The "AA" and "AAA" teams will be the City's Representative Tier and provide the highest levels of competitive hockey, allowing the participants to develop an inter-city understanding.

They will be members of the M.H.A.O. and play in their respective groups. They will abide by the rules and regulations of the M.H.A.O. and the H.M.H.C.

## OPERATION

The H.M.H.C. will operate its programme through the Affiliation Agreement with the City of Hamilton with co-operation of the Department of Culture and Recreation.

All members of the Council are subject to the Constitution and By-Laws of the H.M.H.C. and their respective Tier, Constitution, Bylaws and operating policies.

## ABBREVIATIONS

| | |
|---|---|
| "AA" "AAA" | Representative Tier |
| C.H.L. | City Hub League |
| C.S.A. | Canadian Standards Association |
| H. C. | Hockey Canada |
| H.L.S. | House League Select |
| H.M.H.C. | Hamilton Minor Hockey Council |
| M.H.A.O. | Minor Hockey Alliance of Ontario |
| Reps | Representative Tiers (AA and AAA) |
| R.H.L. | Recreational Hockey Leagues<br>(e.g. Associations, Affiliates, etc.) |
| T.D.C. | Technical Development Committee |
| CHOP | Canadian Hockey Officiating Programme |
| R.D.G. | Referee Development Group |

## INTERPRETATION

In these By-Laws of the H.M.H.C. thereafter passed, unless the context otherwise requires, words importing the singular number of the masculine gender shall include the plural number of the feminine gender, as the case may be, and vice-versa.

## BY-LAW NO. 1

## BY-LAW OF ORIGIN

1.1 The philosophy of community based Recreational Hockey League programs will be the cornerstone of the Hamilton Minor Hockey Council, therefore

1.2 Whereas the grass root development of a player's hockey skills are initiated in the Recreational Hockey League and

1.3 Whereas the philosophy of a fun environment is the intended role for this hockey league and

1.4 Whereas this base has been tested over time and proven to be a strong and viable program it is resolved that the Hamilton Minor Hockey Council will herein ensure that strong community based hockey leagues will operate under the umbrella of the Council and its mandate but with the independence to determine the best environment and irrevocable principles to nurture these recreational hockey league programs.

1.5 "The philosophy and principles of Recreational Hockey League programs under which they operate, as outlined in the Recreational House Leagues Constitution and Bylaws.

**BY-LAW NO. 2**
**ELIGIBILITY AND REGISTRATION**

2.1 Participation is open to all persons upon payment of the prescribed registration fees and in compliance with registration requirements including provision of proof of age.

2.2 The H.M.H.C. reserves the right to prescribe requirements from time to time including promulgation of the By-Laws specifying grounds for refusing or with-drawing participation, disciplinary actions and related matters.

2.3 PRIORITY TO REGISTER WILL BE:
(i) residents of the City of Hamilton on a first come, first serve basis.
(ii) non-residents, if openings exist two weeks after the annual registration day in September. Non-residents may be charged a non-resident fee at the discretion of the signing association or Tier.

Special Note:
The Ontario Hockey Federation voted to maintain the geographical areas of the minor hockey associations in the Hamilton area regardless of what happened to the Super Cities boundaries. We, as well as the other hockey associations in the NEW Hamilton, are obligated to use these boundaries as our registration boundaries. The boundaries of the OLD City of Hamilton are the geographical boundaries as of December 31, 2000.

2.4 All applicants must be registered on a designated registration form as decided by the H.M.H.C.

2.5.1 All applicants for registration must furnish proof of age. (Birth Certificate, Baptismal Paper, or some other certified affidavit.)

2.5.2 First time players registering with M.H.A.O. or H.C. carded teams must submit their original birth certificates (or Birth Registration cards) unless born in the Province of Quebec or outside Canada.

2.6.1 Registration will remain open until the quota for each division is reached. December 31 will be the last date for registration for the current season. New city residents will be accepted at the discretion of the local associations and/or as specified by MHAO Regulations.

2.6.2 Registration forms will be retained by the Association or Tier.

NOTE: Registration forms are confidential. Each Association or Tier must retain the previous 3 years records. These records are to be available on request by the Vice-President in charge of Registration, the Department of Culture & Recreation and the Secretary-Treasurer of the HMHC.

The RHL, CHL, and REP Tiers, will submit a preliminary registration report on October 1st of each year to the Registrar with a copy to the Secretary/Treasurer. Final registration reports are to be submitted by Jan. 10th of each year.

Failure to comply will result in discipline, fines and/or loss of status at the HMHC level.

2.7 A registration form must be filed with the Respective Executive Committee , accompanied by the appropriate fee, before an RHL player can participate in any activity sponsored by the H.M.H.C. A registration form for Rep. and CHL players will be completed when players have been signed to a Rep or Hub team at the conclusion of their respective tryouts.

2.8.1 If a AAA, AA or CHL player terminates his participation <u>on his own volition</u>, after the league starts, he will receive <u>NO REFUND</u> unless his position can be filled on that team.

2.8.2 Extraordinary circumstances under 2.8.1 will be considered by the Respective Executive Committees.

2.8.3 Refunds required due to player movement will be the responsibility of the respective RHL or Tier involved and will be completed within 14 days of notification.

2.8.4 Refunds can be obtained upon the return of sweaters, or any other equipment belonging to the H.M.H.C. or the RHL's in the same condition that it was issued.

2.8.5 If a player terminates his participation after the league starts, his refund will be pro-rated based on the hours of ice scheduled and the condition of the returned equipment.

2.8.6 No refunds will be given after December 31 of the playing season. Deposits may be forfeited for withdrawal at any time.

2.9 Ages per division will be those set by H. C.

2.10 Players participating in the C.H.L., AA and AAA Teams must be City residents.

2.11 RHL, CHL, AA and AAA registration fees will be established by the respective Executive Committee.

2.12 City wide registration will be set by the Registration Committee and announced prior to December 31st of the preceding year.

2.13 Registration procedures, quotas, etc. will be established by the RHL Convening Committee.. RHL's may pre-register up to 100% of their current player registration during the pre-registration dates set by the RHL's. Players pre-registering must be currently registered with the Association. Note: For Ice Allocation purposes, each Association and Tier will agree to a capping of the number of teams.
The capping levels referred to, were those set by all parties during Hockey Council meetings.

2.14 HMHC Assessment fees must be submitted by November 1, based on 100% of previous seasons final registration numbers. Failure to comply will result in discipline, fines and/or loss of status at the HMHC level.

2:15 Alliance Assessment Fees must be paid by October 1st of each year. Failure to comply will result in loss of subsidized ice unless special circumstances are approved by HMHC.

# BY-LAW NO. 3
# SWEATERS & EQUIPMENT

3.1 Sweaters for AA & AAA players are the responsibility of the Rep Tier.

3.2 Sweaters for RHL and HLS players are the responsibility of the individual Associations within the RHL Tier.

3.3 Sweaters for CHL players are the responsibility of the HUB Tier

3.4 All players during games and practices must wear the proper protective equipment as follows:

(i) Approved HC/CSA helmets and ear guards, with full face protection including properly fastened chin strap.

(ii) Approved athletic support and cup or 'Jill'.

(iii) Approved hockey gloves.

(iv) Approved hockey shin pads.

(v) Hockey pants, shoulder pads and elbow pads.

(vi) A regulation hockey stick must be used for all league play and/or exhibition games.

(vii) Neck guards, HC/CSA approved.

(viii) Mouth guards are recommended.

3.5 Goalkeepers must wear, in addition to the above equipment, a H.C. facemask and C.S.A. approved helmet, chest pad, goalie gloves, goalie pads, neck guards, throat protector and must use a regulation goal stick.

3.6 Approved equipment must be as per requirements of H.C., M.H.A.O. or any group with whom the H.M.H.C. may be affiliated.

3.7 All RHL, HLS, CHL, AAA and AA officials must wear C.S.A. approved helmets, including properly fastened chin strap with C.S.A. approved referees face guard and ear guards, and approved skates with approved heel guards.

**BY-LAW NO. 4**
**PLAYER MOVEMENT**

4.1 ALL PLAYERS SHOULD BE ENCOURAGED TO PLAY AT THE LEVEL OF THEIR ABILITY BUT NO PLAYER MAY BE FORCED TO PLAY AT A HIGHER CLASSIFICATION AGAINST HIS WISHES. ANY COACH OR MANAGER WHO PERSUADES, COERCES, COMPELS OR OFFERS INDUCEMENTS TO ANY PLAYER TO PLAY FOR HIS TEAM, SHALL BE SUBJECT TO DISCIPLINE REVIEW BY THE DISCIPLINE COMMITTEE AND MAY BE SUBJECT TO SUSPENSION FOR UP TO ONE SEASON.

4.2.1 "AAA" & "AA" TEAMS:
Novice, Atom, Peewee, and Bantam teams shall declare rosters of no less than 17 players on or before the FIRST Friday following Labour Day. Teams carrying less than 17 players must have the approval of their Convening Committee.

4.2.2 Midget teams shall declare rosters of no less than 19 players on or before October 1. Teams carrying less than 17 players must have the APPROVAL of their Convening Committee.

4.2.3 CHL TEAMS:
Novice, Atom, Peewee and Bantam teams shall declare rosters of no less than 17 players before September 30. Teams carrying less than 17 players must have the approval of the HUB Executive.

4.2.4 Midget teams shall declare rosters on or before October 15. Teams carrying less than 19 players must have the approval of the HUB Executive.

4.2.5 All CHL, AAA and AA final team rosters must be declared in writing with the following number of players:

| | |
|---|---|
| AAA | 15 to 20 players |
| AA | 15 to 20 players |
| CHL | 15 to 17 players |

4.2.6 RHL TEAMS:
Initiation Program Tyke and Novice, Atom, Peewee and Bantam teams will be selected by their own RHL's after October 1. Midget Teams shall be selected after October 15 with the aim of commencing the Midget schedules by approximately November 1. Ice time requested for Midget teams in October could be allocated by the RHL's to other divisions as required during October.

4.2.7 Hub tryout procedures and dates will be determined by the HUB Convening Committee.. Procedures will be announced prior to December 31st of the preceding year.

4.2.8 A maximum of 5 CHL team officials per team will be registered with the M.H.A.O. from HUB funds. Additional officials may be registered but that team will bear the additional financial responsibilities.

4.2.9 No player may register with a 'AAA', 'AA', or 'CHL' team after October 1 if he is registered in a RHL program unless he is released by that RHL's president or executive.

4.3 The H.M.H.C. will publish contacts and known try-out times for the respective teams in 'AAA','AA' and CHL in the news media, at their discretion.

4.4.1 No player may transfer to another RHL unless a place is open in that RHL’s registration numbers.

4.4.2 Any player trying out for a CHL team and NOT signed after the second tryout may request their release from that CHL team to try out for another CHL team. Coaches are required to give releases to any player not signed after the team's third (3RD) tryout if requested by the player.

4.5 CHL players, once they have signed, may not return to an RHL unless the local RHL Executive agrees to the move in conjunction with the Tier Director. Transfer notices will be forwarded as required. Any player who signs the HUB Intent To Play Form or a HC Registration Card with a HUB Team, will have been deemed to be signed to that team’s roster for the upcoming/current season.

4.6 At the beginning of each season the AA and AAA tiers will declare their choice of horizontal or vertical movement.

4.7.1 Carded CHL players may play as alternate players in accordance with the Affiliation Agreements between the CHL and the Rep tier.

4.7.2 Affiliated players can only participate with the permission and knowledge of the coach of the team of lower classification and in accordance with the Affiliated Player Agreement between the Hub & Rep Tiers.

4.8.1 Any permanent player movement between CHL, "AA" and "AAA" teams shall be frozen (horizontally or vertically as declared) as of December 10. Any proposal for movement after that date shall be the responsibility of the REPS Chairman and the HUB Director to ensure no REP, HUB or RHL team is penalized by such a move. No move will be considered after January 5 to provide processing time with the Alliance.

4.8.2 In all age groups, a player of a lower age (novice, atom etc.) or classification (CHL, AA, AAA) may play for a team of a higher age or classification at any time. But, if the player plays more than five games after January 10 with a major team of a higher classification, the player shall remain with the higher classification team for the balance of the season. This ruling does not apply to minor teams. A different ruling is applicable to goaltenders.

4.8.3 No player may be transferred without the approval of the respective Convening Committee. No player and/or parent may be contacted until such time as the respective Convening Committees have discussed a permanent player movement with the respective coaches. They will then agree on who will contact the respective parties.

4.8.4 No upward player movement between CHL and the Representative level may take place unless the move is agreed to, in writing, by the players involved and their parents and/or guardians. Any downward player movement from Representative level to CHL must be approved by the respective tier Chairpersons.

4.8.5 The maximum number of permanent player exchanges will be 2 per team per season.

4.8.6 Permanent player movement can only take place from RHL to CHL or from CHL to REP. No movement can take place from RHL to REP, without the agreement of the RHL Convening Committee

4.9.1a If a CHL player leaves his team of his own volition after the season starts, he can only play for an RHL team, where an opening exists. All such cases will be referred to the T.D.C. for review.
For the purpose of this rule the HUB Season commences at such time as the player/parent signs the HUB "Intent to Play For Form" and finishes with playoffs in April.

4.9.1b If a AA or AAA player leaves his team of his own volition after registration but prior to Dec. 10th, he can only play for a CHL or RHL team if an opening exists and on approval of the Tier Chairpersons. All such cases will be referred to the T.D.C. for review.

4.9.2 Should a CHL player request movement to another team prior to November 1, he must submit a written request with explanation to the HUB Director. The request will be forwarded to the HUB Executive Committee for approval. Approval or denial will be completed by November 15. No requests after November 1 will be considered.

4.9.3 " AAA " AND " AA " TRYOUTS:
It is the policy of the HAMILTON MINOR HOCKEY COUNCIL to provide the "AA" and "AAA" tiers with the best players available for those tiers. Tryouts will be open to all, so that all players have an equal opportunity to tryout, but tryouts will also be by written invitation. In conjunction with the coach and the Technical Development Committee the respective divisional Convenor will invite selected players to tryout.

4.9.4 Unless approved by the Third Director, NO PLAYER leaving a "AA" OR "AAA" team may register with any Hub team unless (A) that team has a vacancy on its declared roster and (B) if the players financial affairs are in order with the "AA" OR "AAA" team they have left.

4.9.5 He cannot return to the 'AA' or 'AAA' tiers for the balance of the season.

4.9.6 The RHL which places him should be encouraged to provide a replacement for him.

4.10 Any player:

a) finishing Major Pee Wee, wishing to play major Bantam OR

b) finishing Minor Bantam, wishing to play Midget, and requesting the opportunity to tryout as an underage player for a " AAA " team must apply in writing to the respective Convening Committee by February 1st, before the scheduled tryout dates, and after having received parental permission to follow such course. The request will be processed as per Appendix " C " - Player Evaluation Form and Request for Permission to play as an underage player - approval procedure.

To qualify for a tryout as an underage player, the player must:

a) receive a grading of <u>EXCEPTIONAL</u> as per the Player evaluation form, and

b) must qualify as one of the <u>TOP THREE</u> players on the team he is applying <u>FOR.</u>

4.11.1 The Registration Committee shall notify the representative convening committees that a new player has moved into residence, after the respective signing dates.

4.11.2 After the player has been properly registered as per the H.M.H.C. Rules and Regulations, the player shall be granted a ten day try-out in a designated age classification, up until January 15 of the current hockey season. Such registration is subject to the Rules and Regulations of the H.C. and the M.H.A.O. and the H.M.H.C.

4.12 Any player requesting his release from a representative team, after December 10, must first notify his coach and division convenor, who will immediately refer the request to the respective convening committee or RHL for a final decision.

4.13 The responsibility for the release of any player from the H.M.H.C. is vested with the H.M.H.C. Board of Directors.
Refer to Appendix "A" - "RELEASES".

**BY-LAW NO. 5**
**CONDUCT AND DISCIPLINE**

5.1 Any Member of the Board of Directors, Executive Council Member, RHL Member, Convening Committee Member, Committee Members, Coaches, Managers, Trainers or Players shall be subject to:

(i) suspension from the Council's activities if he contravenes in any way the Constitution or By-Laws of the H.M.H.C.
(ii) disciplinary action and/or suspension for conduct not befitting the intent or objectives of the H.M.H.C. Such action will be administered by the H.M.H.C. Discipline Committee.
(iii) the Zero Tolerance Policy of the City of Hamilton.

5.2.1 Any member of the H.M.H.C., coach, manager, trainer or player who deliberately damages or defaces facilities used by; or equipment of the H.M.H.C.; shall forthwith be suspended from the H.M.H.C. until the cost of repair or replacement of the damaged equipment has been paid in full.

5.2.2 In addition to the suspension and the payment of damages, the offending individual may be subject to further disciplinary action and/or suspension at the discretion of the Disciplinary Committee of the HMHC.

5.3 The use of alcohol or drugs at any H.M.H.C. sponsored function, or in any arena or other facility used for such function, by any coach, manager, official, trainer or player affiliated with the H.M.H.C., will not be tolerated and may lead to suspension, without refund (where applicable), for the balance of the season.

5.4.1 Discipline and suspension rules for 'CHL', 'AAA', and 'AA' players, coaches, managers, and trainers will be governed by H.C., M.H.A.O., and the respective District playing rules, and the H.M.H.C. By - Laws where applicable.

5.4.2 Any player, coach, trainer or manager in 'AAA', 'AA' or 'CHL' who is suspended by the M.H.A.O. or under 'CHL' rules may, at the discretion of the appropriate Tier Director have his suspension reviewed by the Disciplinary Committee of the H.M.H.C. for further action.

5.4.3 Any off-ice fighting, before, during, or after the game by any H.M.H.C. member, on arena property, or in the parking lot, is automatically an indefinite suspension subject to review by the Discipline Committee.

5.5.1 All tiers and RHL's must report any season ending or league termination suspensions to the H.M.H.C. Secretary-Treasurer for inclusion in the central file.

5.5.2 It is understood that this file is confidential and will only be used on a 'request' basis. It will not be made available unless requested by the Chairman of the Disciplinary Committee or by a Tier Director or an RHL's President.

5.5.3 In such cases the request must be for a particular player; not the entire file. Only the Secretary-Treasurer will have a copy of the complete file.

5.6 For any suspension that cannot be completely served in a given season the remainder of the suspension will carry into the following season.
Note: For the purpose of this rule a player, coach, trainer or manager may participate in the try-outs for the 'AA', 'AAA' or CHL but once the team is declared the remainder of the suspension will be served during the regular season.

5.7 The H.M.H.C. will inform all member Associations of any major suspensions in excess of three games and it is recommended that all member Associations honour said suspension.

5.8 Any rule changes affecting M.H.A.O. or H.C. teams made by those bodies before or during the season will be in force with H.M.H.C. teams and included in the next revision of the H.M.H.C. By-laws as required.

**BY-LAW NO. 6**
**POLICY FOR TOURNAMENT PLAY**

6.1 M.H.A.O. affiliated teams within the H.M.H.C. must not take part in any tournament unless such Tournament has a sanction permit from the M.H.A.O. or permission from the M.H.A.O.

6.2 Non Affiliated teams within the H.M.H.C. must not participate in any sanctioned tournament without permission of the governing body of said tournament.

6.3 H.C. insurance is in effect only in games or tournaments sanctioned by the M.H.A.O.

6.4 Rules and procedures for tournament participation shall be the responsibility of the respective Tier Convening Committee.

6.5 No Hamilton Tier or RHL may knowingly schedule a Tournament or Exhibition game between Hamilton Teams of different classifications.

**BY-LAW No. 7**
**QUALIFICATIONS**
**COACHES, MANAGERS, TRAINERS AND REFEREES.**

7.1 All coaches, assistant coaches & trainers within the H.M.H.C. must have certification in accordance with H.C. & M.H.A.O. policies.

7.2 All coaches, assistant coaches, managers and trainers within the H.M.H.C. must have a valid police check.

7.3 SELECTION OF COACHES:

(i) AAA and AA will be selected by the REP Tier Convening Committee.

(ii) The RHL's will select their own RHL and HLS coaches.
The T.D.C. is available as a resource group should the RHL's request their services.

(iii) CHL coaches will be selected by the HUB Tier Convening Committee.

7.4 All referees within the HMHC must be duly certified/re-certified and must have a valid police check.

**BY-LAW NO. 8**
**FINANCES**

BUDGETS AND FINANCES

8.1 Each RHL, the RHL Committee, the Representative Tier, and all standing Committees are responsible for the financial affairs of their group, through their elected and/or appointed Officers.

8.2 The H.M.H.C. recognizes that the responsibility for financial dealings is vested with each separate group in regards to the following areas:

- The set-up and operating of each group's own bank account.
- Establishing a balanced budget.
- Establishing a base registration fee in conjunction with other RHL's within the H.M.H.C.
- Collection of registration fees for Recreational and RHL sponsored CHL teams.
- Forwarding CHL fees to the HUB Convening Committee.
- Purchase and payment for equipment, ice rentals, and any Provincial Sales Taxes and/or Federal Goods and Services Taxes applicable.
- Application for any possible tax rebates or grants
- Payment of Officials.
- Group banquets, trophies, Awards costs etc.
- Application for licenses to cover items such as 50/50 draws, Bingos, raffle tickets, etc.
- Payment of Insurance fees to the H.M.H.C. group policy or M.H.A.O. coverage.
- Payment of any H.M.H.C. fees or assessments.
- Collection of sponsorship fees for their teams
- Fundraising events.
- Financial dealings involved with dances or other socials.
- Any other commitments made on behalf of their group or the H.M.H.C.

8.3 Each group is considered a non-profit group operating to the best of their ability and within the general philosophy and regulations of the H.M.H.C. Any monies remaining at the end of one season shall be used towards the continuance of their program for the following season.

8.4 Compliance with any Laws or Regulations as stipulated in regards to fundraising applications of those applicable to the operations of a non-profit Incorporated Group.

8.5 All RHL's, the RHL Committee, the CHL Tier, the Rep Tier, the Technical Development Committee, the H.M.H.C. Secretary-Treasurer, and all Standing Committees; where applicable, will forward a copy of their year end Financial Statements to the Secretary-Treasurer of the H.M.H.C. by September 30 of the year following the seasons end.

8.6 Failure to comply will result in Loss of Standing, Expulsion, or Suspension.

8.7 All Groups and Committees are requested to operate their Fiscal year from June 1 of the current year to May 31 of the following year.

8.8 From time to time the H.M.H.C. may sponsor a fundraiser and it is expected that all AAA, AA, CHL, and RHL teams will participate in those fundraisers.

## BY-LAW NO. 9

## N.C.C.P., C.H.O.P . AND TRAINER CLINICS

9.1 The H.M.H.C. will have the responsibility to sponsor clinics each year. Those clinics will be available to all Tiers and published 4 to 6 weeks before the scheduled dates. Officials clinics will be arranged by the T.D.C. in conjunction with the Referee Development Group.

9.2 To encourage team and game Officials to obtain the highest levels possible, the H.M.H.C. will subsidize Hamilton clinic participants to the extent of funds available, as follows:

A. 100 % SUBSIDIZATION FOR PARTICIPANTS IN:

i) H.C. Initiation Program

ii) NCCP Level Coach

iii) CHOP Certification

iv) H.C. Trainers I

v) HMHC Officials Course

I) NCC Intermediate Coach

NOTE: HOUSE LEAGUE OFFICIALS ATTENDING RECERTIFICATION COURSES WILL BE SUBSIDIZED 1/3 FROM THEIR OWN ASSOCIATION AND 1/3 FROM THE T.D.C. OF THE LEVEL I COST.

9.3 All subsidization will be forwarded after the participant has passed the course. Any participants who qualify for subsidization, that took part in an OUT-OF-TOWN course, must submit their receipts within 14 days, except for NCCP Intermediate Coaches who submit their receipts within 14 days after the final marks are received.

9.4 All applicants must apply to, and be approved by, the TDC Clinic Coordinator before registration to qualify for any subsidization, including those wishing to attend Out-of-Town Clinics.

## BY - LAW NO. 10

## SPONSORSHIP

10.1 No Breweries, Distilleries, Wineries or Tobacco Companies will be permitted to sponsor any team in the H.M.H.C.

10.2 The Respective Tiers will set the dollar level for sponsorships based on the recommendations of the respective tier Committees.

## BY-LAW NO. 11

## M.H.A.O. EXPENSES

11.1 The H.M.H.C. Executive Council shall be responsible for approving expenses, either full or in part, for the Representatives of the H.M.H.C. attending the M.H.A.O. Annual Meeting.

11.2 Mileage will be paid to the Board of Directors for travel outside the City of Hamilton, when attending H.M.H.C. business.

11.3 Each tier is responsible for the expenses of their respective representatives to such meetings.

11.4 The mileage rate will be the same as that rate paid by the City of Hamilton to its employees.

## BY-LAW NO. 12

## INSURANCE

12.1 The Executive Council of the H.M.H.C. will have the responsibility of providing adequate insurance to all members in every level for H.M.H.C. sponsored functions.

12.2 All H.M.H.C. teams that are members of the M.H.A.O are covered by the HC insurance plan.

12.3 All H.M.H.C. teams that are not members of the M.H.A.O. will secure their own insurance plan.

12.4 Copies of the insurance plans will be made available to and retained by the Secretary-Treasurer of the H.M.H.C.

12.5 All participants of the H.M.H.C. will be insured to the level recommended by Hockey Canada.

## BY-LAW NO. 13

## COUNCIL SUBMISSIONS

13.1 Any person(s) requesting an item or issue to be placed before the Council for consideration, shall do so in writing. Such items or issues may be placed on the agenda of a regularly scheduled Council meeting for discussion. A person, or persons will be notified, in writing, of the Council's decision and may be asked to attend the following Council meeting.

## BY-LAW NO. 14

## APPEAL PROCEDURE

14.1 Any Member of the Board of Directors, Executive Council Member, RHL member, Convening Committee Member, Committee Member, Coach, Manager, Trainer or Player may appeal the decision of the Board of Director7777777777777s, or Discipline Committee, under the following items:

Constitutional Items: Article 5.5 (Contravention of Constitution, By-Laws, Recommendation for discharge).

By-Laws Items: 2.8 (Refunds), 4.1 (Player Movement), 4.11 (Underage Player), 5.1, 5.2, 5.3 (Conduct).

14.2 Any appeal of a decision or disciplinary action must be filed in writing with the Secretary-Treasurer of the H.M.H.C. within seven (7) days of the written decision.

14.3 Upon receipt of an appeal, the Chairperson will examine the appeal to determine that the appeal meets with the requirements of 14.1.

14.4.1 Any written appeal must be accompanied by a fee of Twenty-five($25.00) dollars, payable to the H.M.H.C.

14.4.2 Any appeal which is presented in person shall be subject to a fee of Fifty ($50.00) dollars payable to the H.M.H.C.

14.4.3 Appeal fees are refundable if the appeal is upheld.

14.4.4 The Board of Directors shall give its oral decision, not more than fourteen (14) days after the hearing is completed followed by a written decision within seven (7) days.

14.4.5 Any disciplinary action taken against an Executive Council member by the Board of Directors is subject to the approval of the Executive Council.

14.5 Within five (5) days of an appeal being filed the Chairperson shall set a date for the hearing of the appeal. The hearing date will be no more than fifteen (15) days after the filing date unless the appeal is to the Board of Directors or the Executive Council, in which case the appeal will be heard at the next Board of Directors or Executive Council meeting.

14.6 The Chairperson shall notify all parties to the appeal as soon as the hearing date is set. This notice shall inform the parties of the time, place, date and purpose of the hearing. It will also advise that if the party does not attend the hearing the appeal may proceed in the parties absence and will void entitlement to any further notice in the proceedings.

14.7 A party to the appeal may be represented by counsel or agent, call and examine witnesses, present arguments and submissions, conduct cross-examinations of witnesses reasonably required for a full and fair disclosure of facts given in evidence.

14.8 It will be the jurisdiction of the appeals committee to decide:

1) whether the appeal filing procedures have been properly followed.
2) whether the proper fees have been submitted.
3) if (a) and (b) are not in order, shall excuse the principals and decide whether there is sufficient merit to continue

14.9 Hearing Procedures:

1) the appellants submission should deal strictly with the facts. It should outline the original circumstances, the original decision, the result of decision and where there is error in the original decision.
2) one spokesman shall be allowed to complete the submission without interruption.
3) committee members or other parties to the appeal may ask questions, through the Chairman, once the submission is complete.

14.10 The Committee may only allow new evidence at an appeal hearing to be introduced if that evidence was not available to the appellant(s) at the time of the original hearing. Evidence that was available at the time of the original hearing, but not introduced as evidence at that time shall not be allowed at an appeal hearing. The onus is on the introducer of new evidence to prove that the evidence was not reasonably available for the original hearing.

14.11 In rendering a final decision the Committee may:

1) allow the appeal
2) dismiss the appeal
3) vary the decision appealed from/by:
    (I) increasing or decreasing fines and /or suspension
    (ii) issuing an order prohibiting the continuation of any matters dealt with in the appeal.
4) assessing the whole or any part of the costs of the appeal to any party to the appeal.
5) determine the disposition of the appeal fees

**APPENDIX "A"**

**RELEASES**

No player under the age of sixteen ( 16 ) will be released to a Junior team without, a review of the players ability by the TDC, and the approval of the Board of Directors.

No sixteen ( 16 ) year old player will be released to a Junior team, while openings exists on H.M.H.C. " AAA ", " AA ", or CHL teams. Consideration will be given to releasing a 16 year old player to a Junior " A " or " B " team.

If no openings exist, then written application by a Junior team will be considered, subject to the recommendation of the appropriate Tier Convening Committee and the Board of Directors.

A Release will only be granted, provided our affiliated " B " team is in agreement. No release will be effective before September 30 of any year.

It is understood that releases will only be granted upon receipt of the appropriate Release forms and fees.

The decision of the HAMILTON MINOR HOCKEY COUNCIL BOARD OF DIRECTORS can be appealed to the M.H.A.O. under the Appeal Rule of the M.H.A.O. Manual of Operations.

Released players will not be allowed to return into the HAMILTON MINOR HOCKEY COUNCIL system until such time as they have secured their Releases from the Junior team.

**APPENDIX "B"**

**UNDERAGE PLAYER MOVEMENT**

Reference to By-Law 4.11

The procedure for obtaining approval to play as an underage player is as follows:

1. A written request, with parental permission, to the respective Convening Committee prior to February 1.

2. The request will then be forwarded to the Technical Development Committee who in conjunction with the respective Convening Committee will evaluate the player.

3. The recommendations of the T.D.C. and the respective Convening Committee will be presented to the Executive Committee for decision.

NOTE:

It is the belief of the Hamilton Minor Hockey Council that an underage player should only **be allowed to tryout and play IF SIGNED,** for the "AAA" team of the older age group. He should return to the "AAA" team of his own age group if he fails to make that team. He will not be allowed to participate on a "AAA" team outside his age group.