

NORTHERN ONTARIO HOCKEY ASSOCIATION

OPERATIONS MANUAL



2025/26

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NOHA CONSTITUTION – As approved on June 14, 2025

A By-law that relates generally to the conduct of the affairs of the NOHA.

BE IT ENACTED as a By-law of the NOHA as follows:

1.0 DEFINITIONS

- 1.1 In this By-law and all other By-laws, Regulations, and Resolutions of the NOHA unless the context otherwise requires:
- A) **"Act"** the Not-for-Profit Corporations Act, 2010, and, where the context requires, including the regulations made under it, and any statute amending or enacted in substitution therefore, from time to time;
 - B) **"AGM"** means a reference to an Annual General Meeting of the NOHA;
 - C) **"Amateur"** means an Amateur hockey player is one who is not participating in organized Professional hockey;
 - D) **"Associate Member"** means an individual who is affiliated with the NOHA who assists in the administration, and/or operation of NOHA programs and who has been approved as such by the Board of Directors and/or the Executive Director of the NOHA from time to time;
 - E) **"Association"** means a local hockey organization operated and controlled by duly elected or appointed Officials, the members of which shall designate from among themselves the signing officers of that organization;
 - F) **"Auditor"** means an external independent licensed public accountant who is a member of a firm of Chartered Public Accountants duly authorized to provide audit services to the public;
 - G) **"Board"** means the Board of Directors of the NOHA;
 - H) **"Centre"** means a Minor Hockey Association within the NOHA that is a city, town, village, municipality or geographic subdivision which has corporate limits or boundaries as accepted by the NOHA for the purpose of determining hockey eligibility of Players for competition within the jurisdiction of the NOHA;
 - I) **"Corporation"** means the NOHA or such name as the Corporation may in the future legally adopt;
 - J) **"Delegate"** means an individual authorized to represent an Amateur Hockey Association, League, Club or Team and authorized to vote at the meeting of members of the NOHA;
 - K) **"Director"** means an individual who has been elected or appointed to the Board of Directors of the NOHA;

- L) **"District"** shall refer to the nine groupings of regions that have been established for the purpose of determining residency and for the purpose of electing representatives to serve on the Board and until changed, shall include, without limitation the following:
- (i) DISTRICT NUMBER ONE – BLACK RIVER-MATHESON (Holtyre, Matheson, Ramore, Shillington, Val Gagne, Wahgoshig), CHAPLEAU (Chapleau, Chapleau Cree FN, Chapleau Ojibwe FN, Brunswick House FN, Nicholson), PORCUPINE (Connaught, Hoyle, Porcupine, South Porcupine, Whitney), SCHUMACHER, TIMMINS (Foleyet, Gogama, Mattagami FN, Sultan, Timmins)
 - (ii) DISTRICT NUMBER TWO – SUDBURY REGION: CAPREOL, CONISTON (Coniston, Estaire, Wahnapiatae, Wanup), NICKEL CENTRE, (Garson, Falconbridge, Skead), RAYSIDE BALFOUR (Chelmsford, Azilda), ONAPING FALLS (Cartier, Levack, Onaping, Dowling), WALDEN (Lively, Naughton, Whitefish, Whitefish Lake FN, Worthington), ESPANOLA (Birch Island, Espanola, McKerrow, Nairn Centre, Webbwood, Whitefish Falls, Whitefish River FN, Willisville).
 - (iii) DISTRICT NUMBER THREE – SAULT STE MARIE: DUBREUILVILLE (Dubreuilville, Lochaish), NORTH CHANNEL (Bar River, Bruce Mines, Bruce Station, Desbarats, Echo Bay, Hilton Beach, Kentvale, Leebrun, Ophir, Poplar Dale, Richard's Landing, Rydal Bank, St Joseph Island), SAULT STE. MARIE (Batchewana Bay, Garden River, Goulais River, Gros Caps, Havilland Bay, Heyden Lake, Montreal River, Pointe aux Pins, Sault Ste. Marie, Searchmont), THESSALON (Sowerby, Thessalon, Wharncliffe)
 - (iv) DISTRICT NUMBER FOUR – TEMISKAMING: ENGLEHART (Chamberlain, Charlton, Dack, Earlton, Elk Lake, Englehart, Gowganda, Hilliardton, Thornloe, Tomstown), KIRKLAND LAKE (Boston Creek, Chaput Hughes, Dane, Kearns, Kenogami, King Kirkland, Kirkland Lake, Larder Lake, Matachewan, Sesekinika, Swastika, Tarzwell, Virginiatown), TEMISKAMING SHORES (Bear Island, Belle Vallee, Brethour, Cobalt, Dymond Twp, Haileybury, Harley, Harris Twp, Henwood Twp, Kenabeek, Kern Twp, Latchford, New Liskeard, North Cobalt, Temagami)
 - (v) DISTRICT NUMBER FIVE – NORTH BAY: EAST NIPISSING (Astorville, Bonfield, Callander, Corbeil, Rutherglen), FRENCH RIVER (Alban, Dokis, Monetville, Noelville), MARKSTAY-WARREN (Hagar, Markstay, River Valley, Warren), MATTAWA (Brent, Calvin Twp, Kiosk, Mattawa), NORTH BAY (Beaucage, Eldee, Marten River, North Bay, Redbridge, Thorne, Tilden Lake), POWASSAN (Arnstein, Chisholm Twp, Commanda, Golden Valley, Loring, Nipissing Twp, Nipissing Village, Port Loring, Powassan, Restoule, Trout Creek), ST. CHARLES, VERNER (Badgerow, Field, Lavigne, Verner), WEST NIPISSING (Cache Bay, Crystal Falls, Garden Village, Jocko Point, Sturgeon Falls)

- (vi) DISTRICT NUMBER SIX – ABITIBI: COCHRANE (Clute Twp, Cochrane, Driftwood, Taykwa Tagamou Nation), IROQUOIS FALLS (Iroquois Falls, Monteith, Porquis, Potter, Tunis), MOOSE FACTORY, MOOSONEE
 - (vii) DISTRICT NUMBER SEVEN – BLIND RIVER: BLIND RIVER (Algoma Mills, Blind River, Dayton, Dean Lake, Mississaga, Pronto East, Iron Bridge), ELLIOT LAKE (Elliot Lake, Serpent River, Spragge, Cutler), LITTLE CURRENT (Little Current, Sheguiandah, Aundek Omni Kaaning), MANITOWANING, MASSEY (Massey, Sagamok, Spanish, Walford), M'CHIGEENG, MINDEMOYA (Mindemoya, Providence Bay, Sandfield, South Baymouth, Tehkummah, WESTERN MANITOULIN (Evansville, Gore Bay, Kagawong, Meldrum Bay, Sheshegwaning, Silverwater, Spring Bay, Zhiibaahaasing), WIKWEMIKONG
 - (viii) DISTRICT NUMBER EIGHT – SUDBURY CITY: City of Sudbury, Copper Cliff
 - (ix) DISTRICT NUMBER NINE – KAPUSKASING: HEARST (Calstock, Constance Lake, Hailebourg, Hearst, Jogues), HORNEPAYNE, KAPUSKASING (Kapuskasing, Moonbeam, Val Rita, Fauquier), SMOOTH ROCK FALLS (Departure Lake, Gregoires Mills, Smooth Rock Falls, Strickland)
- M) **“District Council Director”** is a Member of the NOHA Board of Directors elected by the District in which they reside, or appointed in accordance with the NOHA By-laws;
- N) **“Division”** means the age groups governed by the NOHA, including:
 Senior – Open.
 Junior – Under 21 years of age as of December 31st of the current season.
 U18 – Under 18 years of age as of December 31st of the current season.
 U15 – Under 15 years of age as of December 31st of the current season.
 U13 – Under 13 years of age as of December 31st of the current season.
 U11 – Under 11 years of age as of December 31st of the current season.
 U9 – Under 9 years of age as of December 31st of the current season.
 U7 – Under 7 years of age as of December 31st of the current season.
- O) **“General Member”** means an Amateur Hockey Club, Team, Association or League that is in good standing with the NOHA’s rules and regulations;
- P) **“Head Office”** means the head office of the Corporation which is located at 110 Lakeshore Drive, North Bay, Ontario, P1A 2A8 or such other location as may in the future be legally adopted as the Head Office;
- Q) **“Letters Patent”** “Letters Patent” mean the Letters Patent incorporating the Corporation, as dated February 6, 1973;
- R) **“Major Centre”** means Sault Ste. Marie, Sudbury, Timmins and North Bay;

- S) **"Meeting of Members"** includes an AGM and a special meeting of Members;
- T) **"Members"** means a Team, Club, League, Association and Active Members, General Members and Associate Members being all of the classes of Membership in the NOHA as provided for in Article 5.
- U) **"Membership"** means all classes of memberships in the NOHA as provided for Article 5;
- V) **"Member in good standing"** shall refer to a Member or other Person who has paid any membership dues or other fees owing to the NOHA; who has met all of the required obligations imposed by the NOHA and who is not the subject of a disciplinary investigation or sanction by the NOHA;
- W) **"Officers"** means the President, First Vice President, Second Vice President, Third Vice President, Immediate Past President, and Executive Director; and any such other individuals who may be designated by the Board as an Officer from time to time;
- X) **"OHF"** the Ontario Hockey Federation (or such other name as the OHF may in the future legally adopt);
- Y) **"Person"** includes an individual, sole proprietorship, partnership, unincorporated association, unincorporated syndicate, unincorporated organization, trust, body corporate and a natural person in their capacity as trustee, executor, administrator, or other legal representative;
- Z) **"Policies, Procedures and Regulations Manual" or "Manual of Operations"** means the compilation of written procedural rules, regulations and guidelines and used to deal with issues involving the NOHA or in governing the affairs of the NOHA which have been considered and approved by the Board;
- AA) **"Regulations"** means the NOHA's regulations and rules of competition and any other rules and guidelines in effect from time to time and which govern competition of amateur hockey within the NOHA's Territory;
- BB) **"Team"** means a group of officials, at least one of whom must be a coach, and at least one of whom must be a Hockey Trainers Certificate Program (HCTP) certified trainer and a group of registered Players, at least one of whom must be a goaltender (except in U13 AA and below) who are qualified in a Division and Category under the OHF or Member Partner Regulations up to the maximum number provided by Hockey Canada Regulations.
- CC) **"Team Officials"** means all or any of the following Persons involved in the management of a Team and includes: a coach, trainer, manager and any assistant coach, assistant trainer, or assistant managers.
- DD) **"Territory"** means the jurisdictional boundaries of the NOHA being as follows: that area of the OHF to the area east of the 85th meridian along the shoreline of Lake

Superior and Lake Huron in an easterly direction to the French River to Highway 69, southerly along Highway 69 to Highway 522, easterly along Highway 522 to the western boundary of the Township of South Himsworth, southerly along the western boundary of the Township of South Himsworth, easterly along the southern boundary of the Township of South Himsworth and the Township of Boulter to the western boundary of Algonquin Provincial Park, northerly along the western boundary of Algonquin Provincial Park. Further from this point easterly along the northern boundary of Algonquin Provincial Park including the community of Kiosk being the eastern boundary of the territory of the NOHA.

- 1.2 Unless otherwise stated herein, all terms defined herein shall have the same meaning ascribed in the Act.
- 1.3 In this document, words importing a specific gender shall include all genders and words importing the singular shall include the plural and vice versa.

2.0 REGISTERED OFFICE AND SEAL

- 2.1 The registered office of the Corporation shall be in the City of North Bay in the Province of Ontario. Until changed by special resolution of the Members, the Corporation shall have an office located at 110 Lakeshore Drive, North Bay, Ontario, P1A 2A8.
- 2.2 The Corporate Seal of the Corporation shall be in the form as the Board may by resolution from time to time adopt and shall be entrusted to the Secretary of the Corporation for its use and safekeeping.

3.0 MISSION OF THE CORPORATION

- 3.1 The purpose and objects of the Corporation are to:
- (i) foster, develop, promote and encourage the sport of amateur hockey for the youth of and within the Territory;
 - (ii) organize, administer, encourage and conduct competition among the various Leagues, Divisions and Associations within the Territory;
 - (iii) provide for the affiliation of hockey Associations, organizations, and/or Leagues within the Territory;
 - (iv) instill good behaviour in all Players, Team Officials, parents and Members associated with the NOHA; To stress respect for team and game officials and authority generally;
 - (v) promote the sport of hockey to the full extent of facilities and financial resources within the Territory;
 - (vi) represent the interests of its Members at the OHF and HC levels;
 - (vii) work with the OHF and HC to promote the cooperative development of hockey programs and their effective administration;
 - (viii) enhance the positive value of programs by providing leadership and initiatives to develop Players, Team Officials, Officials and local volunteers; and
 - (ix) to engage in activities to meet the objectives of the OHF and HC.
- 3.2 The NOHA shall be operated without the purpose of pecuniary gain to any of the Members

and any surplus or accretions of the NOHA shall be used solely for the purposes of the NOHA and for the promotion of its objects.

4.0 AFFILIATIONS

- 4.1 The NOHA shall be affiliated with or shall be a member of the Ontario Hockey Federation (OHF) and Hockey Canada (HC). For the purposes hereof, the NOHA's By-Law No. 1 shall automatically be amended or revised where required to comply with any amendment or change required to be made in order to comply with a new rule or regulation imposed by the OHF or HC.

5.0 MEMBERSHIP

5.1 Classes of Membership

Membership in the NOHA may, upon the approval of the Board, be granted to an Amateur Hockey Club, Team; League; or Association which meets the eligibility requirements of the NOHA then in effect. There shall be the following classes of members in the NOHA:

- (a) Active Members;
- (b) General Members;
- (c) Associate Members;
- (d) League Members; and
- (e) Life Members

5.2 Membership List

- (a) The First Vice President / Secretary of the NOHA shall prepare and maintain a list of all current Members. This list shall be kept at the Head Office of the NOHA and updated as necessary and made available to Members upon request as contemplated in the Corporations Act. Such list of Members shall be used to determine eligibility to attend and vote at any meeting of the Membership.

- 5.3. Unless otherwise determined by these By-Laws, every Membership shall commence immediately following the Annual General Meeting and shall terminate immediately following the next Annual General Meeting unless otherwise renewed in accordance with the NOHA's policies and procedures then in effect.

5.4 Termination of Membership

- (a) Membership in the NOHA shall not be transferable and shall terminate upon the Member's resignation, withdrawal, or where the Member fails to qualify for membership.
- (b) Members may resign from the NOHA by submitting a letter of resignation to the Secretary of the NOHA who will in turn notify the Board. The resignation shall take effect on the date the resignation was delivered or the date that is specified in the letter of resignation.

5.5 Membership Fees

Membership fees shall be established and approved annually by the Board. Fees for any unexpired term of membership are not refundable. However, the Board may, in its sole discretion, grant a request for such a refund in extenuating circumstances.

5.6 Right to Vote

- (a) All Members who are in good standing, shall be entitled to notice of, to attend, and to vote at all meetings of Members of the NOHA. Until changed by the Members, the following shall be authorized to vote:

All NOHA Senior, Intermediate and Junior Teams – 1 Delegate each per Team;
All NOHA Minor Teams (Representative Teams) – 1 Delegate per Division;
All NOHA Minor Teams (House League) – 1 Delegate per Division;
All Associations – 1 Delegate each per Association;
NOHA Board of Directors – 14 Delegates;
NOHA Director of Officials – 1 Delegate;
NOHA Past President – 1 Delegate; and
Life Members – 1 Delegate.

For the purposes hereof, Minor Team Delegates may vote only on matters which have an effect on Minor Hockey and the election of Council Directors and Officers.

Persons eligible to vote on behalf of Teams will be the Team Officials registered in the Hockey Canada Registry with the named Team that is listed on the Delegate certificate or any Person from the Teams' Association Executive (as stated below).

- (b) The Associations' Executive list used will be the one submitted to the NOHA Office with the Association membership. Notwithstanding the above, Association Presidents may appoint Executive members as needed by the Association and register them and their position with the NOHA by October 31st, unless an Association has changed Executive prior to the NOHA Annual General Meeting, these individuals shall also be eligible to vote. These appointees shall be entitled to vote, as Association Members, at the NOHA AGM or any other Special General Meeting.

NEW

- (c) Only delegates **approved by an Association, League or Single Entry Teams' Signing Officer** shall be admitted to the Annual General Meeting or any other Special General Meeting. These delegates may represent only one Team or Association and may only cast their own ballot

6.0 MEETINGS OF MEMBERS

6.1 Annual General Meeting

- (a) The AGM shall be held annually on a date as determined by the NOHA Board of Directors and confirmed with the Membership by September 1 of every season. The AGM shall be rotated annually to one of the Major Centres, unless an application to host the AGM is received by another Major Centre and the applying Major Centre is not in the same district as the previous year's host Major Centre. The order shall be

as follows: Sudbury, Sault Ste. Marie, North Bay, and Timmins. Once the rotation is complete it shall recommence at the start of the cycle. The exact time and place for the AGM shall be determined by the Board for the purpose of doing business as set out in the agenda of such AGM.

- (b) Notice -- The notice of an AGM shall be given not fewer than thirty (30) days before the day on which the AGM is to be held. The notice of the AGM shall be communicated to all Members (electronically or otherwise) at the last known email address recorded for such Members as contained in the records of the NOHA. The Notice of the AGM shall also be advertised on the “home page” on the NOHA’s Web Site at least thirty (30) days prior to the date of the meeting.
- (c) A committee on credentials shall be appointed by the President prior to each Annual General Meeting and Annual Minor Meeting.
- (d) No motion shall be received unless submitted in writing, with the names of the moving and seconder thereon, and said motions shall not be open for discussion until so stated by the presiding officer.

6.2 Special General Meeting

- (a) In addition to the Annual General Meeting described above in Article 6.1(a), a Special General Meeting of the membership may be called at any time by resolution of the Board or upon the written petition of not less than ten percent (10%) of the voting Members addressed to the President and setting out the nature of the business to be dealt with at the Special General Meeting in sufficient detail to permit any Member to form a reasoned judgment thereon.
- (b) Notice -- The notice required for a Special General Meeting shall be given not fewer than thirty (30) days before the day on which the meeting is to be held. The notice of the Special General Meeting shall be electronically communicated to all Members at the last known address recorded for such Members in the records of the NOHA. Finally, the Notice shall also be posted on the NOHA’s Web Site at least thirty (30) days prior to the date of the meeting.

6.3 Error or Omission in Notice -- No inadvertent error or omission in giving notice of any Annual General Meeting or Special General Meeting or any adjourned General Meeting, whether Annual or Special, shall invalidate such a meeting or make void any proceedings taken during such meeting, and any Member may at any time waive notice of any such meeting and may ratify, approve and confirm any or all actions or proceedings taken at such meeting.

6.4 Quorum for Meetings -- A quorum for an Annual General Meeting or a Special General Meeting shall be twenty (20) Members present and eligible to vote. No business shall be transacted in the absence of a quorum except to take measures to obtain a quorum or to establish the date and time to which to adjourn the meeting or to take a recess.

6.5 The President, or in their absence, a Vice-President shall be Chairperson of any meeting of Members. If no such Director is present, the Directors present shall choose one (1) person

from their number to be Chairperson. If the Secretary is absent, the Chairperson shall appoint someone from their number to act as Secretary of the meeting.

- 6.6 At any Meeting of Members, the respective voting rights of Members are those as set out in Section 5.
- 6.7 There shall be no proxies at any Meeting of Members.
- 6.8 The Order of business at any Meeting of Members shall be at the discretion of the Chairperson of the meeting. Subject to the aforesaid, the Order of business shall otherwise be as follows:
- (a) Call to Order
 - (b) Reading of notice call the meeting
 - (c) Reading and approval of the previous Meeting of Members
 - (d) Directors Reports
 - (e) Financial Report
 - (f) Approval of the Auditor's Report
 - (g) Fixing the Auditor's remuneration for the next fiscal year
 - (h) Motions
 - (i) Correspondence
 - (j) Election of the new Board (elected positions only) – AGM only
 - (k) Other / New Business
 - (l) Adjournment
- 6.9 A majority of votes cast by Members entitled to vote, unless otherwise required by the Corporations Act or by By-laws of the NOHA, shall decide every question proposed for consideration at Meetings of Members. The Chairperson presiding at the meeting shall have one (1) vote only in the event of a tie vote. Every question shall be decided by a show of hands, unless a specific count or unless a secret ballot is required by the Chairperson or requested by any Member entitled to vote. Whenever a vote by show of hands has been taken upon a question, a declaration by the Chair that a resolution has been carried or lost by a majority shall be sufficient. The result of the vote shall be entered into the minutes of the meeting.
- 6.10 Any meeting of the Members of the NOHA may be adjourned at any time and from time to time and such business may be transacted at such adjourned meeting(s) as might have been transacted at the original meeting from which adjournment took place. No notice shall be required of any such adjourned meeting other than to those members present in person at the adjourned meeting.

7.0 BOARD OF DIRECTORS

7.1 A Member of the Board:

- (a) shall be eighteen (18) or more years of age;
- (b) shall not be an undischarged bankrupt or of unsound mind;
- (c) shall remain a Member of the NOHA in Good Standing at the time of their nomination and election or appointment;

- (d) shall remain a Member of the NOHA throughout their term of office;
- (e) shall not be or have been employed by the NOHA during the previous two (2) fiscal years and shall not have received remuneration in excess of \$10,000.00 annually;
- (f) shall not have been an employee or partner of the current or former Auditor of the NOHA in the previous two (2) fiscal years;
- (g) shall be a resident of Canada; and
- (h) shall not be eligible to be an on-ice Official involving NOHA Teams and shall not be an elected or appointed as a Board Member of any Association, Team, Club or League within the NOHA.

7.2 Nominations

Elections for Board of Directors positions shall take place at the Annual General Meeting of the Membership.

7.3 Number of Directors

The affairs of the NOHA shall be managed by a Board of Directors composed of between six (6) to fourteen (14). Members duly elected to the position by the voting Members of the NOHA. One (1) Director shall be the Immediate Past President of the NOHA and shall hold such position on the Board of Directors *ex officio*. The remaining Directors shall be elected and retired in rotation as follows:

- (a) the President, First Vice President/Secretary, Second Vice President/Treasurer and Third Vice President shall hold office for a three (3) year term upon being elected, starting at the conclusion of the Annual General Meeting;
- (b) elections for five (5) District Council Directors (Districts 1, 3, 5, 7, 9) shall take place in odd numbered years and each shall hold office for a two (2) year term starting at the conclusion of the Annual General Meeting; and,
- (c) elections for four (4) District Council Directors (Districts 2, 4, 6, 8) shall take place in even numbered years and shall hold office for a two (2) year term starting at the conclusion of the Annual General Meeting.

7.4 Change in the Number of Directors

The NOHA may by special resolution increase or decrease the number of its Directors. Any change in the number of Directors shall be in compliance with the provisions of the Not-for-Profit Corporations Act and the Letters Patent and By-Laws of the NOHA.

7.5 Board Composition

The Board shall consist of and be composed of the following positions:

- (a) Immediate Past President – *ex officio*
- (b) President – elected;
- (c) First Vice-President/Secretary – elected;

- (d) Second Vice-President/Treasurer – elected;
- (e) Third Vice-President – elected; and
- (f) Nine (9) District Council Directors.

7.6 Election Procedures

NEW

- (a) The election of Directors shall take place at the Annual General Meeting of the membership. No election or appointment of a Board Member is effective without their consent given in writing prior to the election or appointment. Nomination forms for the Board shall be available each year from the First Vice President / Secretary of the NOHA by **February 1st**. A nomination form must be completed by each nominee and by one (1) other nominator who is a Member in Good Standing of the NOHA. Such completed nomination form must be delivered to the Secretary of the NOHA prior to **April 1st** in each year, unless a conflict of interest prevents them from receiving the nomination forms, in which case they will be delivered to the President.

The NOHA Executive Director shall post on the NOHA's Website a listing of all individuals who have been properly nominated for election to the Board, together with the positions for which they have been nominated by April 1st in each year. Furthermore, the NOHA Executive Director shall present the same to the Membership at the Annual General Meeting. Such listing shall identify which position each nominee is seeking election for.

An individual accepting a position on the NOHA Board of Directors must resign from their position on a Minor Hockey Association/Single Entry Team Board, if applicable, within ten (10) days of their acceptance.

The appointed Directors will be approved by the new Board at the first meeting following the Annual General Meeting.

- (b) Anyone letting their name stand for Officer may do so for a maximum of two (2) positions only. Council Directors, whose term is up, may let their name stand for Council Director, in addition to two (2) Officer positions. Individuals who are nominated are to be advised by the Executive Director so that they can advise which positions they are interested in prior to publication of the AGM meeting material.
- (c) Only members from the District shall be entitled to vote for the Director that will represent the District. Sitting members of the NOHA Board of Directors, NOHA Past Presidents, NOHA Life Members and the NOHA Director of Officials shall be entitled to vote for the Director in the District where they reside only. In case of a tie vote, the scrutineers will advise the NOHA President who will cast the deciding vote. In Districts that are represented by a Vice-President, a Director may be appointed to that area by the Executive in consultation with the Teams and clubs in the District. Council Directors to be elected by ballot.

7.7 Vacancies

- (a) Vacancies on the Board may be filled for the remainder of the current term by appointment at a Board Meeting provided the remaining Directors constitute a

quorum.

7.8 Removal of a Director by the Membership

Provided that notice specifying the intention to pass such a resolution has been given with the notice of meeting, eligible voting Members of the NOHA, by a resolution passed by at least two thirds (2/3rds) of the votes cast at a General Meeting of Members, may remove any Director before the expiration of their term of office, and by a majority of the votes cast at that meeting, may elect any Person in their stead for the remainder of their term.

7.9 Absenteeism

Unless otherwise determined by the Board, where there is insufficient reason or explanation, the absence of a Director from three (3) consecutive Board Meetings or the absence of a Director from three (3) out of five (5) consecutive Board Meetings without just cause shall be brought to the Membership with a recommendation from the Board for removal as per 7.8.

7.10 Resignation

A Director of the Board may resign their Directorship by submitting a letter of resignation to the President of the NOHA. The resignation shall be deemed to be effective on the date it was received or as of any future date contemplated in the letter of resignation.

7.11 Resignations / Removal by Default

A Director shall be deemed to be removed or have resigned automatically upon the occurrence of any of the following events:

- (a) the Director filing for bankruptcy;
- (b) the Director becoming of unsound mind, as so found by a court of competent jurisdiction;
- (c) the Director being convicted of a serious indictable criminal offense;
- (d) the Director losing their “resident Canadian” status within the meaning of the Income Tax Act (Canada);
- (e) upon the death of the Director.

8.0 BOARD RESPONSIBILITIES

8.1 Governance

The Board of Directors shall govern the NOHA in compliance with the objects, powers, By-laws and Policies of the NOHA and all applicable laws and regulations in effect at the time which regulate or purport to regulate the NOHA. The Board of Directors shall be authorized to make or cause to be made, in the name of the NOHA, any kind of contract which the NOHA may lawfully enter into, and save as hereinafter provided, generally may exercise all such other powers and do all such other acts and things as the NOHA is by its Letters Patent, its By-laws or the Corporations Act so permits it to exercise and do.

8.2 Regular Meetings

Regular Board Meetings shall be held no fewer than five (5) times per season at the call of the President. Notice shall be given by the Secretary to each Director at least five (5) days prior to the date of the meeting. Such notice shall include a tentative agenda and have sufficient detail to enable the Directors to form reasoned opinions of the contemplated topics of discussions. The meetings of the Board shall be held at a place determined by the President or First Vice President/Secretary. Non-Board Members may request from the President the right to attend a regular Board meeting for the purpose of making submissions upon not fewer than five (5) days prior written notice.

8.3 Special Board Meetings

Special Board Meetings may be called by the President or a Vice President in the absence of the President or on petition in writing to the Secretary signed by any three (3) Directors. Notice of Special Board Meetings must clearly specify the purpose for which the meeting is being called. The only business which may be transacted at a Special Meeting is that which is referred to in the notice.

8.4 Error in Notice

No error or omission in giving notice for a Board Meeting shall invalidate such meeting or invalidate or make void any proceedings taken at such meeting, and any Director may at any time waive notice of any such meeting and may ratify and approve of any or all proceedings taken or had thereat.

8.5 Adjournment of Board Meetings

Any Board Meeting may be adjourned at any time and from time to time and such business may be transacted at such adjourned meetings as might have been transacted at the original meeting from which such adjournment took place. No notice shall be required of any such adjournment.

8.6 Chairperson

The President or in their absence, a Vice-President, shall be Chairperson of any meeting of the Directors.

8.7 Quorum

A quorum for a Board Meeting shall be a majority of Board members. No business of the Board shall be transacted in the absence of a quorum.

8.8 Voting Procedures

At all Board Meetings, every question shall be decided by a simple majority. Every question shall be decided on by a show of hands unless a secret ballot is requested by a Director present at the meeting. The Chairperson shall declare that the motion has been carried or not carried and an entry to that effect shall be recorded in the Minutes. Each Director, present at the meeting, excluding the Chairperson, shall be entitled to one (1) vote. The Chairperson

shall have the deciding vote in the event of a tie vote. A Director who is absent from a meeting may not appoint a proxy to represent them for any reason whatsoever. Notwithstanding the foregoing, a meeting of the Board of Directors may be held by teleconference or such other form of communications system that allows the Directors to participate concurrently if the Directors of the Corporation consent to the means used for holding the meeting.

8.9 Conflict of Interest

- (a) Every Director who directly or indirectly has a personal or a financial interest in a proposed or existing contract or transaction or other matter relating to the NOHA shall make full and fair declaration of the nature and extent of the interest at a Board Meeting prior to the expense being incurred or at the next regularly scheduled Board Meeting.
- (b) The declaration of a conflict of interest shall be made at the Board Meeting at which the question of entering into the contract or transaction or other matter is first taken into consideration, or if the Director is not in attendance, at the next Board Meeting that they attend. If the Board has begun consideration of a contract, transaction or matter prior to the election or appointment of a Director who has a conflict of interest, the Director shall declare their conflict at the first Board Meeting they attend after their election or appointment.
- (c) After making such a declaration, no Director in a conflict of interest shall vote on such a contract or transaction or other matter nor shall they be counted in the quorum with respect to such a contract or transaction or other matter. The Director shall not participate in discussion and shall absent themselves from the meeting when any item that the presiding Chairperson considers a conflict is being discussed by the Board or any of its Committees.
- (d) The Director shall not solicit information on any such contract or transaction or any other matter.
- (e) The Director shall not be provided with any information on any such contract, transaction, or other matter by the Board, any of its Committees or its employees.
- (f) If a Director has made a declaration of an interest in a contract or transaction or other matter in compliance with this Article, the Director is not accountable to the NOHA for any profit or other gain realized from the contract, transaction or other matter.
- (g) If a Director fails to make a declaration of interest in a contract or transaction or other matter in compliance with this Article, the Director shall be accountable to the NOHA and shall reimburse it for all profits realized, directly or indirectly, from such a contract or transaction or other matter and shall submit their resignation to the Board immediately thereafter.
- (h) Any Person seeking election or appointment as a Director shall declare any conflict of interest in advance of seeking election to such office. All candidates should read the policy on conflict-of-interest guidelines which are contained in this Article prior to

their election or appointment.

8.10 Remuneration

Directors shall serve without remuneration and no Director shall, either directly or indirectly, receive any remuneration, salary, or profit from the position of Director or for any service rendered to the NOHA. Notwithstanding the aforementioned, the Board of Directors may establish policies relating to the reimbursement of Directors for reasonable expenses incurred in the performance of their duties as Directors of the NOHA. Any reimbursement or honourarium to a Director of the NOHA for goods and services rendered shall require the approval from the Board of Directors prior to the expense being incurred or at the next regularly scheduled Board meeting. Notwithstanding the foregoing, the NOHA President, until changed by resolution of the Members at an AGM shall be entitled to receive an honourarium of Seven Hundred Dollars (\$700.00) per month.

8.11 Indemnification of Directors

Every Director of the NOHA, and their heirs, executors, administrators, estate and effects and assigns respectively shall, from time to time, be indemnified and saved harmless by the NOHA from and against:

- (a) all costs, charges, and expenses whatsoever that such Director sustains or incurs in or about any action, suit or proceeding that is brought, commenced or prosecuted against them and with respect to any act, deed matter or thing whatsoever made, done or permitted by them in or about the execution of the duties of their office; and
- (b) all other costs, charges and expenses that they sustain or incur in or about or in relation to the affairs thereof except such costs, charges and expenses as are occasioned by their own willful neglect or default provided that no Director of the NOHA shall be indemnified by the NOHA with respect to any liability, costs, charges or expenses that they sustain or incur in or about any action, suit or other proceeding as a result of which they are adjudged to be in breach of statute or law unless, in an action brought against them in their capacity as a Director, they have achieved complete or substantial success as a defendant.
- (c) The NOHA shall purchase and maintain such insurance for the benefit of its Directors as the Board may from time to time determine and may include, without limitation, such additional insurance as the Executive sees fit to accomplish the objectives contained in this Section 8.11.

8.12 Confidentiality

- (a) Every Director and Officer of the NOHA shall respect the confidentiality of matters brought before the Board for consideration *in camera*;
- (b) Should a breach of confidentiality be suspected, the President must be notified immediately. The President shall investigate the allegation and make a report to the Board at the next regularly scheduled Board meeting or at a specially called meeting as determined by the President. If the President is accused, the First Vice-President

shall conduct the investigation and shall serve as Chairperson of the Board meeting until the issue is resolved. The Board shall determine if corrective action or sanction is required, including resignation of the offender of this rule.

- (c) Failure to report a breach may result in removal from the Board by the offender of this rule.
- (d) Every Director shall sign a confidentiality agreement annually.

8.13 Powers & Duties

Without limitation on the powers of the Board to manage the affairs of the NOHA, the Board shall:

- (a) Pledge themselves to support the ideals, aims, and objectives of the NOHA.
- (b) Assume the responsibility for organizing Representative and House League hockey operations and administration thereof for the NOHA, according to regulations and policies of the OHF, the NOHA and other affiliated regulatory bodies.
- (c) Control the affairs and conduct business of the NOHA and do all things necessary to ensure receipt of needed revenues and adequate control of projected expenditures.
- (d) Engage the Persons or entities whom it deems necessary to carry out the NOHA's business; determine their remuneration if applicable as well as their conditions of service with power to terminate such service.
- (e) Receive, consider, act upon, and refer to the Discipline Committee all matters of discipline including, but not limited to, material disagreements, grievances, protests, suspensions and unbecoming conduct of its Members wherever dictated by the Manual of Operations of the OHF or the NOHA or to matters pertaining to this By-law, guidelines or policies of the NOHA.
- (f) Be empowered to establish such *ad hoc* Committees as deemed necessary from time to time; to appoint the Chairperson of such Committees; to alter the compositions of Committees appointed by it; and to terminate appointments of Committee Members or to dissolve such Committees.
- (g) Receive reports from and give direction to the ad hoc Committees of the NOHA.
- (h) Uphold the By-laws, policies, rules, and regulations of the NOHA and establish, amend or alter such policies, rules and regulations as they evolve, to enable the NOHA to comply with the aims and objectives described in the By-laws.
- (i) Review at least once annually this By-law and the Manual of Operations of the NOHA (if in existence) and recommend any changes.
- (j) Determine registration procedures, fees, dues, assessments, charges, and other

budgetary requirements, on an on-going basis and administer and control monies, funds, donations and investments of the NOHA.

- (k) Be responsible for long-range strategic plan of the NOHA.
- (l) When required or due to special circumstances (such as where a player or a player's family suffers hardship as a result of the interpretation of or enforcement of a rule or regulation of the NOHA), to make "one off exceptions" to such rules and regulations provided that in doing so, it shall not violate in the spirit or intent of the OHF or HC rules and regulations decisions and shall not result in any unfair advantage to a Team, Club or Association.
- (m) Subject to governing law, purchase and maintain such insurance as determined by the Board, HC, the OHF, and the NOHA.
- (n) The Board of Directors' official duties are to uphold and enforce the articles of the NOHA. The Board of Directors will play a supporting role to its Member Associations, respect the individual autonomy of Member Associations, and not interfere with internal Association business, unless there is a direct violation of NOHA Articles (Constitution/Regulations/By-Laws).

9.0 RESPONSIBILITIES OF DIRECTORS

9.1 President

The President shall:

- (a) have previously served the NOHA for at least one term of three (3) years as an Officer or if no candidates come forward for the position, has served at least one (1) term of two (2) years on the NOHA Board of Directors;
- (b) preside at all meetings of the Membership and Board and will cast a vote only in the event of a tie;
- (c) sit on all subcommittees as an *ex officio* non-voting member (unless authorized by the Executive to sit on a particular committee with a vote) and shall, where no Chairperson is mandated by virtue of this By-Law, appoint Chairpersons of any Committees of the NOHA;
- (d) call meetings as deemed necessary;
- (e) exercise general supervision of the NOHA in accordance with the Policies determined by the Board of Directors from time to time;
- (f) assume direction or suspend any participant of the NOHA where deemed necessary by the Board of Directors;
- (g) if required, in any emergency situation, shall make immediate decisions with or without the input of the Board of Directors, however such decisions shall be subject to ratification by the Board of Directors at the next scheduled meeting;
- (h) represent the NOHA or appoint such other Delegate to represent the NOHA at all NOHA or related functions or organizations;
- (i) delegate in whole or in part the responsibilities on any vacant Board position to any other current Director;

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- (j) exercise general supervision of the NOHA in accordance with Policies and By-laws as determined by the Board;
- (k) be one of the signing officers of the NOHA; and
- (l) **Be eligible to serve for one (1) full term as President.**

9.2 Immediate Past President

The Immediate Past President shall:

- (a) act in advisory capacity to the Board of Directors;
- (b) be eligible to sit on all Committees;
- (c) be a voting member; and
- (d) carry out duties as assigned by the Board or the President.

9.3 First Vice- President/Secretary

The First Vice-President/Secretary shall:

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- (a) **shall be a current** Officer or if no candidates come forward for the position, has served at least one (1) term of two (2) years on the Board of Directors;
- (b) assume the duties of the President in the absence for any reason of the President;
- (c) monitor adherence by the Board to all existing policies and inform the Board with respect to any inconsistencies between existing policy and proposed policy;
- (d) be available to assist any Director requiring assistance in the fulfillment of their functions;
- (e) ensure that each Association/Team/Club/League receives a copy of the Referee's Rule Book and the OHF/Hockey Canada Handbook; and the NOHA Manual of Operations;
- (f) be a voting Member;
- (g) attend and record or delegate the recording of the minutes of General Meetings of the Membership and Board Meetings and ensure that the NOHA's records are regularly and properly kept and all business is conducted in accordance with any applicable statute or law, the Letters Patent, By-laws and the policies and procedures established by the Board or by the Membership;
- (h) ensure the proper custody of the NOHA's corporate seal, corporate minutes and resolutions and other corporate records, documents and shall ensure all requisite documents have been filed with any governmental agency, the NOHA or the OHF;
- (i) give notice of all Board meetings, draft an agenda and forward same to all Directors within the prescribed times;
- (j) keep an attendance record of all Board Meetings;
- (k) respond to correspondence pertaining to the operation of the NOHA;
- (l) maintain an up-to-date mailing and telephone list of all Directors and Members of the NOHA;
- (m) mail or email notice of Annual General Meeting to all current members of such Annual General Meeting and as otherwise may be required by law;
- (n) conduct registration of all voting Members at a General or Special Meeting of the Members and will ascertain that voting qualifications are validated prior to the commencement of any such meeting;
- (o) be responsible for maintaining current revisions to Manual of Operations;
- (p) ensure that all Directors have a current copy of the Manual of Operations;

- (q) ensure that all necessary and appropriate insurance has been purchased; and
- (r) carry out duties as assigned by the Board or the President.

9.4 Second Vice-President/Treasurer

The Second Vice-President shall:

- (a) have previously served at last one (1) term of two (2) years on the Board of Directors;
- (b) assume the duties of the President in the absence for any reason of the President and the First Vice-President;
- (c) be a voting member;
- (d) keep a record of all monies received and disbursed, deposit all monies in the Bank, make all disbursements by cheques as directed and approved by the Board;
- (e) chair the Finance Committee;
- (f) evaluate, review and recommend financial policy on an annual basis to the Board;
- (g) provide a financial statement to the Board on a monthly basis;
- (h) obtain the approval of the Board for refunds on any registration fees;
- (i) present at each Annual General Meeting the Auditor's report and financial statements and ensure that an annual audit is completed and available in a reasonable period of time from the end of the NOHA's year of operation;
- (j) if determined necessary or advisable by the Board of Directors, be bonded at the NOHA's expense;
- (k) immediately return to the NOHA all books, papers, money and other records or property in their possession or under their control upon retirement or removal from the Board;
- (l) carry out duties as assigned by the Board or the President.

9.5 Third Vice President

The Third Vice President shall:

- (a) have previously served the NOHA for at least one (1) term of two (2) years on the Board of Directors;
- (b) assume the duties of the President in the absence for any reason of the President, the First Vice-President and the Second Vice-President;
- (c) be a voting Member.

9.6 District Council Directors

The District Council Directors shall:

- (a) chair such ad hoc committees as required from time to time;
- (b) be a member of *ad hoc* committees for the purpose of the betterment of hockey in the NOHA territory;
- (c) when required, submit a written report or reports to the Board of Directors for further distribution;
- (d) be a voting Member;
- (e) carry out duties as assigned by the Board or the President from time to time; and
- (f) Appoint a Referee-in-Chief for their District.

10.0 COMMITTEES OF THE BOARD

- 10.1 The Board will be responsible to establish and form committees, work groups and task teams to serve the needs of the NOHA and to review the committees, work groups and task teams on an annual basis to determine if they meet the required or immediate needs of the NOHA.
- 10.2 Nothing in this By-law shall be construed to limit the ability of the Directors and Members of the NOHA from abolishing or creating Standing Committees by By-law or from establishing such *ad hoc* committees or subcommittees by Directors' Special Resolution as may be desired or required from time to time.
- 10.3 Ad-Hoc and Subcommittee Procedure
- (a) All Committees shall comply with all By-laws, guidelines, policies, and procedures of the NOHA and shall comply with all requirements of the NOHA, the OHF, its Members, HC, and any other organizations under the IIHF.
 - (b) Each Committee shall meet at the call of the Chair if and when required.
 - (c) Notice of all meetings of the Committees shall be communicated to all members of the committee at least two (2) days prior to the meeting unless such notice has been waived by consent of all of the members of the Committee.
 - (d) A quorum for a Committee shall be a majority of its members.
 - (e) Each member of the Committee present at the meeting shall be entitled to one (1) vote.
 - (f) Committees shall keep minutes of their meetings and shall report to the Board at regular intervals or at any other time upon request of the Board.
 - (g) Each Committee shall present an Annual Report of the matters for which it is responsible to be presented to the Members at the Annual General Meeting of the NOHA.
 - (h) Each Committee may, from time to time, and with approval from the NOHA Board of Directors, seek help or advice from such Persons or resources outside of the NOHA.

11.0 EXECUTION OF DOCUMENTS

11.1 Execution of Documents

Unless otherwise approved by the Board, any one of the President, First Vice-President and the Executive Director shall be authorized to sign documents generally or to sign specific documents. The corporate seal of the NOHA, when required, shall be affixed to documents executed in accordance with the foregoing policy.

11.2 Books and Records

The Board shall ensure that all necessary books and records of the NOHA required by the By-laws of the NOHA or by any applicable statute are regularly and properly maintained and any contracts or agreements are filed for safekeeping.

12.0 FINANCIAL YEAR

12.1 The financial year of NOHA shall terminate on the 30th day of June in each year.

13.0 FINANCIAL ARRANGEMENTS

13.1 Banking Resolution

The Board shall designate, by resolution, the Directors and other Persons authorized to transact the banking business of the NOHA, or any part thereof, with the bank, trust company, or other corporation carrying on banking business that the Board has designated as the banker of the NOHA, to have the authority to set out in the resolution, including, unless otherwise restricted, the power to:

- (a) operate the accounts of the NOHA with a bank or trust company;
- (b) make, sign, draw, accept, endorse, negotiate, lodge, deposit or transfer any cheques, promissory notes, drafts, acceptances, bills of exchange and orders for the payment of money;
- (c) issue receipts for and orders relating to any property of the NOHA;
- (d) authorize any officer of the bank or trust company to do any act or thing on behalf of the NOHA to facilitate the business of the NOHA.

13.2 Deposit of Securities

The securities of the NOHA shall be deposited for safekeeping with one (1) or more banks, trust companies or other place or places of safekeeping as selected by the Board from time to time. Any and all securities so deposited may be withdrawn, from time to time, only upon written order of the NOHA signed by such Director or Directors, agent or agents of the NOHA, and in such manner as shall be determined from time to time by resolution of the Board. Such authority may be general or confined to specific instances. Any institutions which may be so selected as custodians of the Board shall be fully protected in acting in accordance with the directions of the Board and shall in no event be liable for the due application of the securities so withdrawn from deposits or proceeds thereof.

13.3 Cheque Signing

- (a) Any two (2) members of the Board of Directors or where necessary or required, by the Executive Director and the Office Manager
- (b) The Treasurer shall review all cheques payable to a Director or to a member of the immediate family of a Director and note in the Finance Committee minutes and report such transaction(s) to the Board of Directors at its next scheduled meeting.

13.4 Profits and Surplus Funds

- (a) The NOHA is operated solely for the pleasure, recreation or other non-profitable purpose and any profit or surpluses should be used for the promotion of the objectives of the NOHA as expressed in its Letters Patent. No income, profits or surplus may be distributed to any Member but shall accrue for the benefit of all the Members of the NOHA.

- (b) A Capital Fund may be established and may be used to partner with community stakeholders, including the City of North Bay, on major capital expenditures that have an influence and role in the outcome of facilities and services that would help fulfill the mission of the NOHA.
- (c) A Reserve Fund shall be established and shall be used in situations where emergency funds are required due to an operating deficit in any fiscal year or that where funds might be required to have an influence and role in the outcome of NOHA services that would help fulfill the mission of the NOHA.

13.5 Auditor

At each Annual General Meeting, the Members shall appoint a firm of Chartered Accountants to audit the financial statements of the NOHA for the next fiscal year.

14.0 **BORROWING BY THE NOHA**

14.1 Borrowing Power:

Subject to the limitations as set out in the Letters Patent, By-laws or policies of the NOHA, the Board may by resolution, authorize the NOHA to:

- (i) borrow money on the credit of the NOHA;
- (ii) issue, sell or pledge securities of the NOHA; and
- (iii) charge, mortgage, hypothecate or pledge any or all of the real or personal property of the NOHA, including book debts, rights, powers, franchises and undertakings to secure any securities or any money borrowed or other debt or any other obligation or liability of the NOHA.

14.2 Borrowing Resolution

From time to time, the Board may authorize any Director of the NOHA or any other Person to make arrangements with reference to the monies borrowed or to be borrowed and to the terms and conditions of any loan and the security given therefore, with the power to vary or modify such arrangements, terms and conditions and to give such additional security as the Board may authorize and generally to manage, transact and settle the borrowing of money by the NOHA.

15.0 **NOTICE**

15.1 Computation of Time

In computing the date when notice must be given under any provision of this By-law or the Corporations Act requiring a specified number of days' notice of any meeting or other event, the date of giving the notice is included, unless otherwise provided.

15.2 Omissions and Errors

The accidental omission to give notice of any meeting of the Board or Members or the non-receipt of any notice by any Director, Member or Auditor of the NOHA or any error in any notice not affecting its substance does not invalidate any resolution passed or any proceedings taken at the meeting. Any Director, Member or Auditor of the NOHA may at any time waive notice of any meeting and may ratify and approve any or all proceedings taken thereat.

15.3 Method of Giving Notice

Whenever, under the provisions of this By-law of the NOHA or the Corporations Act, notice is required to be given, such notice may be conveyed in a reasonable manner or by depositing same in a post office or a public letterbox, in a postage-paid sealed envelope addressed to the Director or Member at their address as the same appears in the records of the NOHA. Any notice or other documents sent by mail shall be deemed to be sent two (2) days after same was deposited in a post office or a letterbox as aforesaid.

Notice may also be given in person, by telephone or by e-mail to the Director or Member at their address, phone number or email address as the same appears in the records of the NOHA. Any notice or other documents sent in this manner shall be deemed to be sent at the time when the same was delivered, contacted, or emailed.

16.0 DISSOLUTION

- 16.1 Upon dissolution of the Corporation and after payment of all debts and liabilities, its remaining property and assets shall be distributed or disposed of to a similar organization which carries on its work in the Districts referred to in this By-Law, or if no such organization is considered appropriate by the then Board, to a charitable organization which carries on its work in Ontario.

17.0 PASSING AND AMENDING BY-LAWS

- 17.1 The Board and any Member in good standing may recommend amendments to the By-laws and/or the policies of the NOHA to the Membership from time to time.
- 17.2 A By-Law or an amendment to an existing By-Law and the Rules of Operation or amendment to the Rules of Operation of the NOHA shall be presented for adoption at the next Annual General Meeting of the Members of the NOHA. The notice of such Annual General Meeting shall refer to, describe and explain the By-Law or Rules of Operation or amendment(s) to the By-Law or Rules of Operation to be presented at the Annual General Meeting in such a manner so as to enable the recipient of such notice to be able to make a reasoned and informed decision based upon the contents of such notice.
- 17.3 If the Board intends to discuss any amendment of the By-laws of the NOHA at a Board meeting, written notice of such intention shall be sent by the First Vice President/Secretary to each Director not fewer than ten (10) days before such meeting. Where such notice is not provided, any recommendation to amend the By-laws shall be tabled and adjourned to the

next meeting for which written notice of intention to pass or amend such By-laws shall be given.

- 17.4 All Members in Good Standing shall have access to any proposed amendments to the By-Laws and Rules of Operation not fewer than thirty (30) days prior to the Annual General Meeting at the place stated in the original meeting notice.
- 17.5 A motion to amend the By-laws recommended by the Board or proposed by a Member in Good Standing at an Annual General Meeting or at a Special Meeting of Members duly called for that purpose must be submitted to the Secretary of the NOHA by **April 15th** for the next Annual General Meeting and not fewer than forty-five (45) days prior to the date set for any Special Meeting of Members. The motion must be approved by a two thirds (2/3rds) majority vote of the Members present and voting at such an Annual General Meeting or Special Meeting of Members.
- 17.6 If the Board intends to discuss a new Rule of Operation or an amendment to an existing Rule of Operation of the NOHA at a Board Meeting, the First Vice President/Secretary shall send written notice of such intention to each Director not fewer than ten (10) days before such meeting. Where such notice is not provided, any recommendation to amend, delete or modify the Rules of Operation may nevertheless be moved at the meeting and discussion and voting thereon adjourned to the next meeting for which written notice of intention to pass or amend such Rule of Operation shall be given.

18.0 REPEAL OF PRIOR BY-LAWS

18.1 Repeal

All prior By-laws of the NOHA, including the document entitled the “Northern Ontario Hockey Association Constitution” are hereby repealed.

18.2 Proviso

The repeal of all prior By-laws of the NOHA shall not impair in any way the validity of any act or thing done pursuant to any such repealed By-law.

19.0 RULES OF PROCEDURE

- 19.1 The rules contained in the most current edition of “Robert’s Rules of Procedures for Meetings” shall govern the rules and procedures to be used in conducting the meetings and affairs of the NOHA in all cases to which they are applicable, and in which they are not inconsistent with the By-laws or other governing documents or laws affecting the NOHA.

20.0 EFFECTIVE DATE

- 20.1 This By-law shall come into force without further formality or notice upon its enactment and upon receiving approval by the Members of the NOHA as hereinbefore set out.

DEFINITIONS

Unless otherwise defined herein within the Regulations, all other capitalized terms shall have the meaning ascribed in the By-laws.

- a) **“Affiliate”** means to participate as an Affiliate Player or to be selected as an Affiliate Player.
- b) **“Affiliate Player (AP)”** refers to a Player who is eligible to participate with a higher Division/Category Team, in accordance with Hockey Canada, OHF and NOHA Regulations.
- c) **“Affiliate Team”** refers to the Team to which a Player affiliates.
- d) **“Category”** means a Centre's level of competition, or in instances, Teams within a Centre.
Example: Tier 1, Tier 2, C, B, A, AA, AAA.
- e) **“Club”** has the same definition of Association (Refer to Definition in By-Laws);
- f) **“Geographic Subdivision”** includes a city, town, municipality, police village, rural area, or a zone as established by the NOHA.
- g) **“HCR”** means the Hockey Canada Registry.
- h) **“HCR Roster”** the document on which a Player or Team Official registers to participate in activities of the NOHA.
- i) **“Home Association”** means for Minor Hockey, a Program for which a Player is eligible to participate in by residence or other Regulations.
- j) **“House League”** is a community oriented Minor Hockey program structured to provide development and competition at a recreational level.
- k) **“Import (Junior Hockey)”** refers to the status given to a Player under Hockey Canada Regulations A20 and A27, that has obtained a proper transfer from another Hockey Canada Member or IIHF Federation to register in Hockey Canada.
- l) **“Inter-Member”** means activity between two (2) or more Hockey Canada Members.
- m) **“Official Game Report”** means the official report of the activity from a sanctioned game verified by Team Officials from each competing Team and signed at the completion of the game by the On-Ice Officials (Referee and/or Linesperson).
- n) **“Player”** means the Registered Participants of a Team other than Team Officials. Except where special rules apply to them, the Goaltender is to be considered a Player.
- o) **“Regional Championship”** refers to a Hockey Canada sanctioned play-off (in a series or Tournament format) involving more than one HC Member to declare champions in a Hockey Canada defined region at Divisions and Categories as determined by the Hockey Canada board of directors.
- p) **“Registered”** refers to the official acceptance by, the relevant registrar, of an approved Roster, properly completed and signed by the Player, parent or guardian where required.

q) “Release” means the unconditional Release of a Player from a Team authorized by the official signing officers of that Team/Association/Club. The HC Member or Member has the right at its discretion, to place conditions on a Release at per Hockey Canada regulations.

r) “Roster” means the list of active Players Registered by a Team on the HCR, excluding Affiliate Players.

s) “Sanctioned Activity” refers to activity approved by the NOHA, OHF or Hockey Canada. On-Ice Sanctioned activities may include training, practice or game competition involving Registered Participants that are conducted within facilities used for ice hockey.

t) “Subdivision” means the age groups within Divisions such as U16, U14, U12, U10, and U8.

u) “Suspension” means the loss of an individual’s right to participate in Sanctioned Activities of Hockey Canada, OHF or the NOHA.

v) “Tournament” means a schedule of games played among three (3) or more Teams that follows an interlocking schedule that leads to an eventual winner (play-offs leading to HC Member or National Championships when played in a Tournament format are not considered Tournament games for Affiliation).

w) “Tryout” refers to a Sanctioned Activity of a Team for the purpose of Player evaluation and Team selection.

1.0 MEMBERSHIP

1.1 Association Registration (Associations, Single Entry Teams and League)

- a) A Single Entry Team, League or Association shall become a member of the NOHA by applying to the Executive Director of the NOHA. The application shall be signed by the President and the Secretary (or other authorized signing officers) of the Single Entry Team/League/Association and shall be accompanied by the annual entry form and entry fee as set out for the appropriate Division and Category in which the Team wishes to compete. The Board of Directors shall accept or reject the application and the Executive Director shall advise the Association/Team/League of its decision.
- b) Membership shall be renewed annually by the submission of the entry form duly signed by the President and Secretary (or other authorized signing officers) and payment of its dues by August 15th.
- c) Entries cannot be accepted in any year after August 15th except where special permission is granted by the Board of Directors to enter at a later date.
- d) Each Association/Team/League must submit a hard copy or PDF of their current Constitution, By-Laws and Regulations and current list of Board of Directors before membership will be granted. Where there are no changes to the Constitution from the previous season, the Association shall provide a letter on Association letterhead confirming that there are no changes to their Constitution.
- NEW

e) Associations and Single Entry Teams who have sent in their registration form complete with Team name and contact information will receive access to the HCR on March 1st. Junior Teams who have sent in their registration form complete with Team name and contact information will receive access to the HCR on June 1st.
- f) By registration in the NOHA, all Teams, Leagues, and Associations in the NOHA accept the rules and regulations of the NOHA.
- g) Every Association/Single Entry Team intending to compete in an NOHA game in any season, shall enter each Team in the appropriate series (Division, Subdivision, or Category) of competition.
- h) If two existing Associations/Single Entry Teams amalgamate, one of the existing Associations/Single Entry Teams must be disbanded.
- i) Any member found guilty of forging a document may be suspended for a period of not less than (1) one year and not more than three (3) years.
- j) Any member found guilty of sharing their username and password into the HCR shall have their Association HCR privileges terminated and the Association will be fined \$200.00.
- NEW

k) All NOHA Associations and Single Entry Teams shall be Incorporated. All Leagues must be incorporated by the beginning of the 2026/2027 season

1.2 Fees

NEW

- a) The NOHA membership dues for each Association/Single Entry Team/League will be determined by the NOHA Board of Directors and must be paid by **September 15th** each year. These dues, and all insurance fees, assessments and participants' fees for Teams must be paid **by this date or the Association/Single Entry Team will lose** access to the Hockey Canada Registry (HCR).
- b) The Team entry fees for Teams in all Divisions and Categories will be determined by the NOHA Board of Directors.
- c) Insurance fees are not included in the new entry fee but are payable with the Team application.

2.0 LEAGUE REGISTRATION

2.1 New Leagues

- a) Three (3) or more Associations and/or Single Entry Teams that form a new League and wish to have voting rights at the NOHA Annual General Meeting must submit the League Constitution, By-Laws and Regulations, a list of the Associations participating, the League Board of Directors, NOHA application for Leagues and their membership dues to the NOHA Office by August 15th. They must also submit their schedule to their District Council Director for approval.
- b) The NOHA Board of Directors may enter into an agreement with independent Leagues in the Northern Ontario Hockey Association area relative to recognition of suspensions or other regulations that it considers to be in the best interest of hockey in our Territory.

2.2 League Schedules

- a) An Association that participates in an internal season schedule must submit the schedule to the NOHA Executive Director for review and approval before the start of any playing season.
- b) All Leagues of three (3) or more Associations and/or Single Entry Teams that participate in a season schedule must provide to the NOHA Executive Director their list of Board of Directors, contact information, League schedule and rules and regulations/constitution before the start of any playing season.
- c) All NOHA AAA Teams must play in their own League, in the same division as they entered in order to qualify for all NOHA championships. A complete schedule of each League must be sent to the NOHA Executive Director before the start of any playing season.

3.0 TEAM REGISTRATION

3.1 Representative Teams

- a) The NOHA shall have Divisions, Subdivisions, and Categories classified from high to low in the following order:

Senior A
Junior A and B
U21 AAA, AA, A, B, and C
U18 AAA, AA, A, B, and C
U15 AAA, AA, A, B, and C
U13 AAA, AA, A, B, and C
U11 AAA, AA, A, B, and C

Classification is based on a number of factors, including population, player registration history, the number of other minor hockey organizations in the region and other pertinent information which may impact the calibre of an Association or Team.

An Association, or Single Entry Team will be allowed to enter a second Team into a category of a lower classification than guided by that Association's classification, with the approval of the NOHA Executive.

NEW

Requests from Associations to change classifications of Teams must be presented with all pertinent information to the NOHA Board of Directors by **May 15th** of any given season **for Associations that hold Spring Tryouts and by September 15th for Associations that hold Fall Tryouts.**

NEW

- b) All Representative Teams (AAA-C) engaged in the preceding year shall declare themselves operative by **March 15th**. Such declaration shall be made by submission of the Team application form to the NOHA. All applicable fees are payable by **September 15th**.
- c) The NOHA, through its Board of Directors, reserves to itself the right of placing Teams in whichever Divisions, Subdivisions, Categories or Leagues it may deem to be in its best interest.
- d) Teams wishing to enter a Division, Subdivision or Category which leads to a National Championship must (if one exists) receive approval from both the League and the NOHA before being accepted into their requested Division, Subdivision, or category.
- e) A Team entered into a specific Category within a Division or Subdivision may request to change its category prior to December 1st of the current season. Teams may not challenge up to the "AAA" level. NOTE: Please see NOHA Policies - Criteria for Change of Category for NOHA Tournament of Champions.
- f) Application for new Representative Teams (excluding AAA) must be submitted to the NOHA by **February 1st** to be eligible for competition for the following season.

3.2 House League Teams

- a) The NOHA shall allow House League Select Teams in accordance with the policies and procedures as approved by the NOHA Board of Directors.
- b) All House League Teams within the NOHA must play non-body checking.

- c) House League Teams must register with the NOHA by October 1st, or prior to their first game, whichever comes first.

3.3 Junior Teams

- a) Teams engaged in the preceding year in the Senior “A” or Junior “A” series shall declare themselves operative as of May 1st in the current season in order to retain title to their Players. Such declaration shall be made by submission of the Team application form and applicable fees to the NOHA.
- b) All Teams in Senior and Junior must post a performance bond, the amount to be determined by the Teams entered in the League. League secretaries are to notify the Executive Director of the NOHA as to the amount of the bond posted by each Team.

3.4 Minor Hockey

- a) All Minor Hockey Teams shall be required to wear or have embossed on the back of their jerseys a standard STOP patch directly above the numbers and below the sponsor/name bar.
- b) A Team’s failure to comply shall be reported to the President, **who will re-direct the matter to the NOHA Complaint/Appeals Committee.**

NEW

3.5 Leave of Absence

- a) Any Association that cannot form a Team in a Division may take a one-year leave of absence with the approval of the NOHA Board of Directors. If the leave of absence lasts more than one year, the Association would have to reapply as a new Team entry. The application must be submitted to the NOHA Board of Directors for approval by **March 15th** to be eligible for competition that season.
- b) Any Single Entry Team may apply for a one-year leave of absence with the approval of the NOHA Board of Directors. Before approval is granted by the NOHA, the local Association will have the option of assuming responsibility of the Single Entry Team. At the end of the one year leave of absence, if the Directors of the Single Entry Team do not reapply, the local Association will again be given the option of assuming responsibility of the Single Entry Team.
- c) Any Senior, Junior or “AAA” member Association/Single Entry Team may suspend its playing activities and apply for a leave of absence with the approval of the NOHA Board of Directors and appropriate League.

NEW

A leave of absence shall only be granted for one playing season and must be applied for by May 1st for the following season.

Any Association/Team which is granted a leave of absence and does not reapply by May 1st the following season shall lose its franchise.

Any Junior or “AAA” Association/Team affected by the above regulations and wishing to reapply for entry after more than the one year leave of absence will be treated as a new entry and would have to follow the Regulations, By-laws and Policies as covered in the NOHA Constitution and League Constitution.

4.0 TEAM COMPOSITION

4.1 Minor Hockey

- a) Teams shall be permitted to register a minimum and maximum number of Players in accordance with the chart below;

Age Division	Category	Min. # of Players	Max. # of Players	Goaltender(s)
U7 ¹	-	6	N/A	N/A
U9		6	20	N/A
U11	AA – C	11	20	N/A
U11	House League	9	20	N/A
U13	AAA	12	20	2 ²
U13	AA – C	11	20	1 ² (if 20 players registered, 2 must be goaltenders)
U13	House League	9	20	N/A
U15	AAA	12	20	2 ²
U15	AA – C	11	20	1 (if 20 players registered, 2 must be goaltenders)
U15	House League	9	20	N/A
U16	AAA	12	20	2 ²
U18 ³	AAA	12	20	2 ²
U18 ³	AA – C	11	20	1 ² (if 20 players registered, 2 must be goaltenders)
U18 ³	House League	9	20	N/A

Notes:

- 1) U7 Players can be placed on one (1) roster, if desired, to allow tiering throughout the season.
- 2) In the Divisions and Categories identified above, a Goaltender must be identified and registered as such on their Registration and will not be permitted to play any other position.
- 3) U18 Teams may use up to 25 Player Registrations during the season, so long as they do not have more than the maximum number of Players Registrations described above at one time.

4.2 Junior Hockey

NEW

- a) In all Junior Divisions and Categories, not more than **45** Player registrations may be used by any Team during the course of a playing season.
- b) Senior Teams in the NOHA shall follow Hockey Canada Regulations dealing with Player registration and timelines.

- c) On January 10th, Junior Teams must reduce to not more than twenty-five (25) the total of the following:
 - i) The number of Players on their Roster; and
 - ii) The number of allotted but unused Player registrations.
- d) In the Junior category, registered Players, along with the Affiliate Players of that playing year will make up the Team's membership. Affiliated Players are governed by the affiliation rules.
- e) Teams' HCR Rosters must meet the limits described in R.4.3.c) by no later than 7:00 p.m. EST, January 10th. Any Team failing to meet this deadline shall be declared ineligible for further competition until the preceding outlined provisions are met. Non-compliance shall result in Players being declared Released from the Team, under the authority and guidelines of the Member.
- f) All Teams must submit their respective protective list on December 1st and January 10th to each member of its own League.
- g) In Junior competition, all teams must ice a minimum of 12 Players per game, at least two of whom must be goaltenders. Teams found guilty of icing less than the minimum number of players may face consequences and further sanctions imposed by the Discipline Committee.
- h) Teams will be permitted to register not more than six (6) Imports.
 No player having Canadian citizenship shall be classified as an Import.

5.0 PARTICIPANTS

5.1 Players

5.1.1 Player Registration

- a) All real time electronic submissions to the Hockey Canada Registry (HCR) must include:

- Last Name
- First Name
- Date of Birth
- Street Address or PO Box, Lot Concession
- PO Box (if applicable)
- City/Town
- Postal Code
- Phone Number
- E-mail Address

The data contained within the HCR will be kept in a protected and secured manner in accordance with the NOHA Privacy Policy and Hockey Canada Regulations.

- b) Players shall be registered in the HCR by the Association Registrar to the appropriate Team. All information in the HCR must be fully answered as per R.5.1.a. All registrants must use

their legal name as provided on their Birth Certificate, Baptismal Certification, or other legal document. At the time of registration with their local Association, players under the age of 18 must have their registration signed by a parent or legal guardian.

- c) Teams and/or Associations are to ensure that applicable releases, tryout forms, HC Appeals, Residential Move Forms, etc. are in the possession of the Team and/or Association before a Player participates in any on or off-ice Sanctioned Activity. Pertinent releases, forms and appeals must be attached to the Player's record in the HCR before any Player participates in any on or off-ice Sanctioned Activity.
- d) In all Divisions, Players and Team Officials must be registered on rosters in the HCR before participating in their Team's first League game on any League schedule or by November 1st if the Team has not played its first League game by this date.
- e) It is the Association Registrar's responsibility to verify proof of age prior to registering participants on the HCR. Players' overage, accidentally or otherwise, or proof of age bearing evidence of alteration, may result in disqualification of the Team concerned.
- f) No Player shall be registered in the HCR after February 10th in any season. Except for Junior A (Hockey Canada Regulation D), Players must be added to a roster in the HCR by midnight, February 10th.

Players registered by February 10th must have been released by the midnight, January 10th deadline or be a free agent during the current season (not having been previously registered by a Team) during the current season.

5.1.2 Player Eligibility

- a) Every person who is an Amateur in accordance with the NOHA's definition thereof, who is not under suspension by HC or any of its Members, or by any member of the IIHF, shall be eligible for membership in a Team in the NOHA.
- b) Any Team Official or Association Board Member who allows a Player who is not listed on the approved HCR roster or has not received NOHA authorization to take part in a game shall be reported to the President and may be suspended for a period of up to one year.
- c) Every Team Official shall be responsible for confirming the eligibility of its Players under its jurisdiction and for confirmation of age.
- d) Except as otherwise specifically provided, no Player shall be registered with or compete for more than one Team in one season.
- e) Birth certificates, or other official documents issued by the Registrar-General's department of the province in which they were born, are to be confirmed upon registration of first-time registrants and confirmation must be kept on file by the Association.
- f) Once registered as a member of a Team, a Player shall remain a member of such Team until they have been transferred or released or are otherwise no longer eligible for the Team in accordance with NOHA, OHF and HC Regulations.

- g) When a Player becomes overage for a Team, the Player shall be considered a Member of the Team in the next Division within their Association, provided the Association has a Team in a higher division or category in which the Player is eligible.

5.1.3 Replacement Goaltender

- a) A replacement for a goaltender who may be seriously ill or be injured so as to prevent their playing with their Team may be permitted, upon the production of medical evidence or other information satisfactory to the President of the NOHA or their designate.

Such findings shall be from a qualified medical person such as a doctor or a nurse practitioner. Application for such replacement shall be made to the President of the NOHA until the Team enters Hockey Canada Inter-Member Playoffs, after which time it shall be made to Hockey Canada.

- b) The Player obtained under Item R.5.1.3.a. must be from the same or lower Division or Category and from within the NOHA. The replacement goaltender shall be used as a regular goaltender and will be permitted to play at the discretion of the Coach.
- c) A replacement goaltender cannot be replaced by another replacement goaltender unless they are medically unfit and medical evidence is provided.
- d) The regular goaltender shall return to play when they have been cleared by a qualified medical person and the replacement goaltender shall return to their original Team.
- e) A replacement goaltender acquired from a team of a lower Division or Category, may return to their original team regardless of the number of games played in the higher Division or Category, provided permission was obtained prior to their playing as a replacement.
- f) Notwithstanding the above, the President of the NOHA or their designate may consider other requests for a replacement goaltender at their discretion.

5.2 Team Officials

- a) The registered Team Official who signs the Official Game Report, on behalf of the Team, shall be deemed to be the responsible Team Official in charge of the Team.
- b) All Team Officials shall be subject to the discipline, supervision, and control of the NOHA Board of Directors and must be listed on the approved HCR roster permitting them to be on the Players' bench during games.
- c) No Team Official shall be registered in the HCR after February 10th in any season. Team Officials must be added to a roster in the HCR by midnight, February 10th.

5.3 Officials

5.3.1 Game Assignments

- a) Game officiating assignments can only be given out by the District Referee-in-Chief or their designated person. Associations who wish to name their own Assignor must provide the person's contact information (name, phone number, e-mail address) to the District Council Director and Referee-in-Chief for approval.

5.3.3 Penalty Reports

- a) The Official Game Report of each game containing any penalty under the OHF Minimum Suspension List or describing any severe injury shall be sent to the NOHA Executive Director within twenty-four (24) hours by the Referee. Any Referee not adhering to this regulation may be suspended by the NOHA Board of Directors or by an ad hoc committee appointed by the Board.

6.0 RESIDENCE/RELEASE

6.1 Residence

- a) In all Divisions, the residence rule shall be open.
- b) All NOHA Associations/Single Entry Teams shall abide by OHF Regulations with respect to player movement.
- c) Any Player moving residency within their own Association must submit a completed Residential Move form only. No additional documentation is required (i.e. driver's license, bill, etc.).

6.2 Releases

6.2.1 General

- a) The final date for releasing all Players shall be January 10th in any playing season. All releases must be entered in the HCR by Midnight on January 10th. Players who have been released as of this date are able to register with another Team until February 10th, per R.5.1.1.f.
- b) Any Player who signs a Letter of Commitment with a Representative Team, or who signs with an Association at House League shall be deemed to be a member of the Team and shall be ineligible to register on any other Team/Association during the current season, unless properly released.

7.0 GAMES

7.1 Policies and Procedures

- a) All Teams within the NOHA shall be allowed one 30-second time out, any time during the game. This applies to all games within the NOHA, including exhibition, league, and tournament games.
- b) No Team shall take part in an NOHA game until a registered Team Official has given the Referee a full list of Players and staff on an Official Game Report verified to be registered members of the Team.
- c) A Team defaulting any match in the playoff series shall be suspended from further competition in the playoff series and shall forfeit the series.
- d) The home Team or club shall be responsible for the proper conduct of the game.

- e) Unless otherwise approved by the League Commissioner, any cancelled game should be played or rescheduled within two (2) weeks of the original game date. All games cancelled before December 25 must be played on or before January 20th. If Teams are unable to agree on a specified date to play rescheduled games, the League Commissioner will schedule the game. If this does not occur, neither Team will be awarded points. All games must be played prior to the end of the regular season unless approved by the League Commissioner or delegate. Any Team that refuses to reschedule and/or play any game may be assessed costs associated with said game, and the defaulting organization may have all of its Teams suspended from further play until the game in question is completed.

8.0 LEAGUE POLICIES AND PROCEDURES

- a) All Inter-Association Representative Leagues shall play Tournament-style Playoffs.
- b) All full-time participating Teams must participate in League Playoffs, where one is hosted.

9.0 AFFILIATION

Purpose: To provide an opportunity for higher Division or Category Teams to dress the maximum number of Players allowable for a game in accordance with the Playing Rules.

9.1. General Affiliation Procedures

- a) Affiliation regulations and procedures shall be in accordance with the provisions in Hockey Canada Regulation F.
- b) Geographic Subdivisions, for the purpose of this Regulation, shall be determined by the NOHA Board of Directors.
- c) From U9 to Junior A, Teams wishing to dress Players other than those on their Roster may select nineteen (19) Affiliated Players. If a Team has selected the maximum number of Affiliated Players, at least two (2) Affiliated Players must be Goaltenders.
- d) Teams may only select Affiliated Players from a lower Division or Category Team, with the exception of the Regulation below; all such Players and Team(s) must be properly Registered in the HCR.
- e) Minor-aged players registered on Teams with both minor/major Players will be allowed to affiliate with minor rep Teams in their Division (i.e. a first-year player on a U13 A Team can affiliate with a U12 AA Team in a higher category). This would not apply to Major AAA Teams.
- f) An Affiliated Player shall not be permitted to play for the selecting Team until their Hockey Canada registration has been approved on the HCR as being an Affiliated Player. Such endorsement may not be granted until the signed Affiliation Form is approved on the HCR.
- g) Once a Player's Hockey Canada registration has been endorsed by the NOHA Executive Director as being an Affiliated Player, their name becomes part of the selecting Team's list of Affiliated Players and may not be dropped from such list during the current Season and replaced, unless:
 - i) the Team with which they Registered Releases them on or before January 10th; or

- ii) the Team that holds their playing rights in the higher Division or Category, transfers those rights to another Team in the same Division or Category.
- h) With the exception of provisions allowable within the OHF and Hockey Canada Regulations, no Player is permitted to be part of more than one (1) Affiliated Players' list at any given time during the Season.
- i) A Player must have the approval of their Registered Team and Minor Hockey Association in order to:
 - i) be selected as an Affiliate Player; and
 - ii) participate in a game as an Affiliate Player.
- j) Affiliated Players used by a higher Division/Category Team in a game, shall be designated on the Official Game Report by the use of the symbol "AP" after their name.
- k) All affiliations shall terminate at the end of the current Season.
- l) A Team/Association may not charge an administrative fee to an Affiliate Player.
- m) Players being affiliated to House League Teams may be added to rosters until February 10th.

9.2. Number of Games a Player May Play in Higher Divisions or Categories

NEW

- a) Affiliate Players may participate in higher Divisions or Categories as follows:
 - i) For all Teams a Player of a Team of a lower Division or Category may Affiliate to a Team of higher Division or Category at any time, to a maximum of ten (10) games per season, except as approved by the NOHA Board from time to time;
 - ii) Goaltenders, who are affiliating to a House League Team, may affiliate for up to 15 games;
 - iii) Exhibition and/or Tournament games, which are not part of regular League games or play-off games, are excluded from the maximum number of games.

Note: The NOHA Tournament of Champions is considered Playoffs and therefore does count towards the ten (10) games total.
- b) If an Affiliate Player's Registered Team completes its regular Season and playoffs before the Player's Affiliated Team, the Player may thereafter Affiliate an unlimited number of times.
- c) The appearance of an Affiliated Player's name on the Official Game Report of a game shall be considered participation in the game except in the case of an alternate Goalkeeper, in which case only actual participation shall be considered as taking part in the game, and such participation shall be specially noted on the Official Game Report.
- d) In divisions that do not lead to a Regional or National Championship, a Goaltender may affiliate to more than one (1) Team upon approval of the Minor Hockey Association and of the District Council Director.

10.0 SUSPENSIONS

10.1 General Procedures

- a) Any NOHA Member in violation of the Constitution, By-Laws, Regulations, or Decisions of the NOHA Board of Directors shall be liable to Suspension.
- b) Any Association/Single Entry Team, or the Executive thereof, failing to abide by the rulings and decisions of the NOHA Board of Directors shall be suspended, and no membership shall be granted for the ensuing year.
- c) Prior to the commencement of each hockey season, the NOHA shall issue to all members, the OHF Minimum Suspension List for all infractions and misconduct penalties which result in Suspensions for Players and Team Officials.
- d) Any Registered Minor Hockey Player or Team Official, who participates in a game, tournament, training camp, prospect camp, selection camp or any other similar event (other than those organized and operated by recognized academic institutions or First Nation people organizations) that is not sanctioned by the OHF or a Member and that interferes with their OHF Team's regular season or playoff schedule shall immediately be suspended for one year.
- e) Any Hockey Canada Player, Team Official or Game Official, who is under suspension by a Hockey Canada Member, League or Minor, Junior, Senior, or Female Hockey Association is suspended from any and all involvement in Hockey Canada sanctioned games. The suspension may, pursuant to Member regulations, include suspensions up to and including all Hockey Canada activities for the duration of their suspension. Any individual who violates the terms of their suspension will be subject to discipline by Hockey Canada, or the Member, League or Minor, Junior, Senior or Female Hockey Association.
- f) The NOHA will recognize and enforce suspensions of any Player, Team Official or Game Official imposed by one of Hockey Canada's Associate Members, any member of the International Ice Hockey Federation, or any Professional League should the Player, Team Official or Game Official transfer to Hockey Canada while under suspension.
- g) Where an individual has been suspended by an Association/Single Entry Team, or is the recipient of a decision that they may feel aggrieved by, they must be provided with the appeal process of the Association/Single Entry Team, if one exists, or that of the NOHA.

10.2 Serving a Suspension

- a) Any player who receives any of the penalties outlined on the OHF Minimum Suspension List, will be required to sit out the minimum number of games outlined for the infraction. However, the President reserves the right to review any incident and determine if any further sanction(s) should be administered.
- b) It is the responsibility of each Team to record on the Official Game Report and monitor its own suspensions and to sit out any Player or Team Official as required by the NOHA's suspension policies.

Any player receiving a suspension above the minimum, as listed on the OHF Minimum Suspension List, will serve the additional games once formal notification has been received by the Team. This will also include any suspension code not listed on the OHF Minimum Suspension List.

- c) Teams failing to enforce these automatic suspensions leave the suspended Player or Team Official and Team Officials liable for further disciplinary action and possible forfeiture of games involving the suspended Person(s).
- d) In minor hockey, at a sanctioned HC/OHF/NOHA tournament, any Team Official, or Player receiving a game misconduct, gross misconduct, or match penalty, is subject to the disciplinary regulations of the individual tournament for the balance of that tournament. In addition, the said person will serve any unfinished portion of their suspension in their next NOHA-sanctioned game or games.
- e) In all Divisions, Subdivisions, and Categories of HC/OHF/ NOHA hockey, approved exhibition and tournament games missed by a Team Official or Player will count in serving suspensions for game misconducts, gross misconducts, and match penalties, provided:
 - i. The penalty was not for physical abuse of an Official;
 - ii. The exhibition game during which a suspension is being served was approved by the District Council Director not fewer than twenty-four (24) hours before the game in which the suspension was received;
 - iii. Exhibition games scheduled with five (5) or fewer games remaining in the regular League season shall not be counted as games served by Player(s) and/or Team Official(s) under suspension. Suspension games shall only be counted as served during regular and League playoff games;
 - iv. In the case of tournament games, the Team was approved for the tournament before the penalty was assessed.

In the event such suspensions cannot be served in League play, previously approved exhibition play, Tournaments, League playoffs, or NOHA playoffs, due to Team elimination, the suspension would be carried forward to the next season in League, exhibition games or Tournament games.

Where Team(s) do not play in a League, Players and Team Officials shall serve their suspension in Exhibition or Tournament Games, regardless of whether or not the games were approved prior to the suspension being assessed.

NEW

- f) Any player penalized for physical **harassment** of an official in addition to the suspension issued will be required to appear before a disciplinary committee appointed by the NOHA President. This committee must be approved by the NOHA Board of Directors.
- g) If the NOHA suspends a Player, Team Official, or a Game Official for longer than 30 days, then the person who is suspended shall be given a hearing within 15 days of the Suspension being issued.

- h) Players who have a Suspension that carries over past the final game of a season shall be eligible to participate during the development phase at the start of the next season. The remaining portion of the Suspension will be served at the start of the regular season with the team with whom the suspended player registers. If this player receives a Suspension during the development phase, the player will cease to be eligible to participate and will serve all games in regular league play.

NEW

- i) When a Suspension is issued to a Player or Team Official while participating outside of the OHF territory, the Team is responsible to sit out the Player or Team Official for the minimum number of games according to the OHF Minimum Suspension List, unless the infraction calls for more games than the OHF Minimum Suspension List, in which case the Player or Team Official will serve the appropriate number of games.

In tournament play, the Team shall follow the Minimum Suspension List for the Tournament and refer to the OHF Minimum Suspension List to determine whether any additional games are to be served following the tournament.

It is the responsibility of the Team receiving a suspension outside of the NOHA to report any suspendable offences to the NOHA Office within 24 hours after the conclusion of the event (game or tournament).

10.3 Team Officials

- a) A Team Official suspended by the NOHA will not be permitted to direct the Team during a game for the duration of the Suspension. A suspended Team Official must not be in or about the dressing room, before, during or after any game, nor between periods of any game during their Suspension, nor be seated in the arena in a position to direct their Team. The penalty for violation of this rule shall be an additional two game Suspension for each game in which an infraction occurs.
- b) Any Team Official who has been ejected but is not identifiable by the On-Ice Officials shall be identified by the first Team Official requested to do so by an On-Ice Official. Failure to do so will result in the Suspension of all Team Officials for not fewer than two (2) games. This Suspension shall be in addition to any suspensions incurred during the game.

10.4 Affiliate Players

- a) A Player making a multiple consecutive game commitment of two (2) or more games to the higher Category Team will be allowed to use the remaining games of the commitment as games served for a suspension incurred while participating with this team. Games shall be served consecutively. The District Council Director is to be advised of the AP Player commitment prior to the first game of the commitment. Match penalties shall be served with the Player's registered Team.
- b) An Affiliate Player may serve a Suspension with the Affiliate Team if their regular Team's season is over, as long as the following conditions are met;

- The Player is to be listed on the game sheet of the Affiliate Team as serving game number of the number of games suspended;
- They must play in the first game after they have served their full Suspension;
- If the Player does not play in the first game, the games that they were listed as an Affiliate Player on the game sheets do not count towards their Suspension.

10.5 Falsifying Documents

- a) Any Officer or Executive Member of a Team or Association, or any Player found guilty of allowing false information to appear on a player's record shall be suspended for a minimum of two (2) years.
- b) Any Person proven guilty of falsifying a birth certificate, or the evidence in lieu thereof, or of playing on other than their own birth certificate, HCR record or forging and playing under an assumed name, will be automatically suspended from playing hockey with any Team in the NOHA or its affiliates for a period of not less than one (1) year and not more than three (3) years from the date of their suspension. This penalty shall be final and there shall be no appeal.
- c) Any Officer or Executive Member of a Team, Club or Association proven guilty of having been a party to, or having had any knowledge of such falsification, shall be automatically suspended for life from playing or holding office with any Team, Club, or Association affiliated with the NOHA.

11.0 NOHA PLAYOFFS

11.1 General Rules - Applicable to Representative and House League Tournament of Champions

- a) The Championship of each series in all Divisions and Categories shall be contested for annually and decided by a series of games arranged by the NOHA Board of Directors.
- b) In applicable age divisions, the winning Team from the NOHA Tournament of Champions will represent the NOHA at the OHF Championships.
- c) The NOHA Board of Directors shall approve the NOHA Tournament of Champions Policies and Procedures on an annual basis.

12.0 APPEALS

a) DEFINITIONS

- "Association" means an Association of the NOHA
- "Board" means the Northern Ontario Hockey Association Board of Directors
- "Chairperson" means the Chair of the Committee
- "Committee" means a duly constituted panel of the Appeals Committee
- "Coordinator" means the Coordinator of the Appeals Committee
- "NOHA" means Northern Ontario Hockey Association

- “Panel” means a duly constituted Panel of the Appeals Committee
- “Party” means the Appellant and the Respondents named in the application, and any Association directly affected by the issues in dispute

12.1 General

- The Appeals Committee shall hear Appeals and make recommendations and decisions in strict accordance with the powers conferred on it in this Regulation and in compliance with the By-laws, Rules, Regulations, and/or Policies adopted or passed by the Board.
- Each Association, upon disposition of final Hearing or Appeal conducted by it, shall advise the parties of their right to Appeal to the NOHA Appeals Committee and provide them with a copy of the NOHA Appeals Regulation and, upon request, provide the party with the NOHA Appeal application package.
- Any Team and/or Team Official, Player or Team and/or Association accepted by the NOHA resorting to legal action against the NOHA, without first exercising its right of appeal to the NOHA, OHF or HC Executive, or after such appeal is heard, refuses to abide by the decision, shall be deemed to have withdrawn from further competition within the NOHA.
- Where in a Hearing a matter arises that is not expressly covered by the provisions of this Regulation, then such matter shall be resolved in accordance with the rules of natural justice and in order to do justice between the parties in dispute.
- An appeal may be made to the Ontario Hockey Federation (OHF) from any decision of the NOHA Appeal Committee. The Appeal must be filed with the OHF within seven (7) days of the verbal decision of the NOHA. The Appeal must be in accordance with the provisions of the Ontario Hockey Federation relating to the adjudication of disputes amongst Member Partners and/or Members of Member Partners. The NOHA is to supply all parties of an NOHA Appeal with the OHF Appeals Application form and information.

12.2 Appeals Committee

- The President of the NOHA shall appoint an Appeals Committee each year. The Chairman and Vice Chairman will be appointed by the NOHA President.
- The Chairman and Vice Chairman of the Appeals Committee shall be either:
 - One of the NOHA Officers or;
 - One of the NOHA Board of Directors or;
 - A designate selected by the President of the NOHA who has had no Membership, Executive status or interest in any of the Associations or Leagues of the NOHA.
- The Appeals Committee shall consist of the Appeals Committee Coordinator and any other Persons identified by the NOHA Board, who shall sit in panels of three (3) as needed. Those panels shall be appointed by the Appeals Committee Chairman and/or Vice Chairman, the NOHA President or the NOHA Executive Director and a decision of two (2) members of a panel shall be final and binding.

- d) Each Council Director of the NOHA shall designate Persons who may serve as Appeals Committee members when called upon by the Chairman and/or Vice Chairman of the Appeals Committee, the NOHA President or the NOHA Executive Director.

A person nominated by a Council Director must have no Membership, Executive status or interest in any of the Associations or Leagues within the NOHA.

- e) No person shall sit on an Appeals Committee who is the brother, brother-in-law, spouse, common-law partner, sister, sister-in-law, father, grandfather, mother, grandmother, daughter, son, aunt, uncle, employer, employee, counsel or agent of any appellant or other party to an appeal or any witness whether such witness gives evidence in person or in writing.
- f) No person designated to the Appeals Committee by a District Council Director shall be eligible to sit on a dispute matter or Hearing in which they have an interest.
- g) The Appeals Committee shall sit and finally determine all matters designated as standing issues; and shall sit to decide or recommend, as directed, any matter referred to it by the Board.

12.3 Matters that may be Appealed

- a) The Board of the NOHA may designate from time to time matters that are standing issues for final determination by the Appeals Committee and shall include:
 - Appeal of a decision of the NOHA Board of Directors or Subcommittee of the Executive Board;
 - Appeal of a decision of the NOHA President;
 - Appeal of a final decision of an Association or League other than a matter referred to in R.12.3.e.
- b) The Board or Officers of the NOHA may from time to time refer matters to be referred to the Appeals Committee, requesting a recommendation or decision upon such terms or conditions as the Board directs. No decision-making power can be referred that would have the effect of altering or amending the Constitution of the NOHA or the jurisdiction of its Member Associations.
- c) Any member of the NOHA has the right to appeal against decisions or actions taken against them under any Constitutional or other By-Law, Rules or Regulations or lack of an appropriate By-Law, Rule or Regulation. Upon the receipt of an appeal by the Executive Director, the President, the Appeals Chairman and the Executive Director will examine the appeal to determine if the appeal meets the following requirements.
- d) Notwithstanding the provisions set forth in the NOHA Constitution, By-Laws and Regulations, a member may ask the Appeals Committee for special dispensation from the Constitution, By-laws, and Regulations. Any decision as to what qualifies for special dispensation shall rest solely with the Appeals Committee in its absolute unfettered discretion, and the decision based on its own merits of the Appeals Committee on special dispensation shall be final and binding upon all parties.
- e) Matters that may be appealed

- A Player Release;
 - A Suspension of more than ten (10) games (for one infraction) imposed by the NOHA;
 - Any Association, Team, Official or Player who has been the recipient of a decision by the President or a Subcommittee of the Executive Board of the NOHA and who feels aggrieved thereby may appeal the decision to the full NOHA Executive Board;
 - Any Association, Team, Official or Player who has been the recipient of a decision by the President or a Subcommittee of the Member Association and who feels aggrieved thereby may appeal the decision to the Appeals Committee.
- f) Matters that may not be appealed to the NOHA.
- A decision by the NOHA Appeals Committee or an appeal heard by the NOHA Board of Directors;
 - Any decision as to the outcome of any game or games;
 - Any decision relating to the classification of Teams;
 - Any decision relating to a Tournament or exhibition game sanctioning;
 - Any Suspension pursuant to the OHF Minimum Suspension list;
 - Any other Suspension of fewer than ten (10) games.
- If a supplemental Suspension is assessed in addition to the minimum Suspension and the total of the Suspension is beyond ten (10) games, then the supplemental Suspension is appealable.
- g) Any appeal to the NOHA involving an allegation of Harassment or Abuse shall be referred by the NOHA to a Fact Finder and shall not be heard by the Appeals Committee until the Fact Finder's report and a final decision on the matter has been received and rendered by the NOHA.
- h) The time allowed for an appeal is as follows:
- For a Player Release an appeal can be filed between the Monday following the OHF Championships and January 9th;
 - All other appeals must be filed within seven (7) days of receipt of verbal or written notice of a decision by the NOHA, its President, Executive or Member Association.

12.4 Appeal Application Process

- a) An appeal shall be submitted via personal service, courier or email from the Appellant to the NOHA Office no later than seven (7) days, or the first business day following, if such date falls on a Saturday, Sunday or Statutory holiday, from the date the decision sought to be appealed by sent to the appellant by the Member Association.
- b) An Appeal submission shall only be commenced by the submission of a completed NOHA Appeal Application Form. Such form shall:
- i) Contain a completed NOHA Appeal Application Form;
 - ii) be signed by the appellant. An application submitted on behalf of an Association/Team must be signed by at least one of the signing Officers of the relevant Association/Team;

- iii) be specific, describe the decision being appealed, the grounds for the appeal and the facts supporting the appeal. Pertinent documents, if any from the original Appeal, must be attached;
- iv) be accompanied by an Appeal application fee, as determined annually by the NOHA Board of Directors, in cash, money order or by cheque made payable to the Northern Ontario Hockey Association; if submission is by email it must have a copy of payment including courier tracking number with payment arriving no later than two (2) business days following the submission deadline.
- c) Before proceeding with an appeal, the President, Appeals Chairman and/or Vice Chairman and the Executive Director must determine if all the proper filing procedures have been followed.
- d) Should it be determined that the proposed Appeal does not qualify for an appeal hearing, the Appeal Application Fee will be returned to the appellant. This determination shall be final and binding subject only to such further rights of appeals as may be available under the Articles, By-Laws, Rules, Regulations and/or Policies of the NOHA.
- e) Should it be determined that the proposed appeal qualifies for an Appeal hearing they shall proceed in the following manner:
- i) an Appeal hearing shall be set for a date no later than fifteen (15) days after the date that it is determined that an Appeal hearing shall proceed;
- ii) if it is not practicable to schedule an Appeal hearing within fifteen (15) days, a hearing date may be set beyond the fifteen (15) day period, and such does not constitute grounds for an Appeal to the OHF due to “improper procedures”;
- iii) the NOHA Office shall notify all parties of the Appeal not less than five (5) days before the scheduled date for the Appeal. The Notice of Appeal shall include:
1. a statement of the issue(s) to be considered, the time and place of the Appeal hearing;
 2. a statement to advise each party that if a party does not attend, the Appeal hearing may proceed in the absence of the party without further notice; and,
 3. a copy of the material provided by the Appellant.
- f) All parties presenting evidence must submit written evidence to the NOHA Executive Director three (3) days prior to the Hearing.
- g) Both sides in the Hearing must provide a list of witnesses who are presenting evidence, to the NOHA Executive Director three (3) days prior to the Hearing dates. These will be the only parties allowed into the Hearing.
- h) The applicant will be allowed to complete their submission to the Committee without interruption. Committee members then through the Chairman will be permitted to ask questions.

- i) New evidence may be allowed if this evidence was not available at the time of the written submission. The onus is on the introducer of new evidence to prove that this evidence was not reasonably available for the original decision.

12.5 Appeal Hearing Procedure

- a) The Hearing shall be open to the parties who are presenting evidence.
- b) At no time shall any party to the Hearing be excluded from the Hearing while it is in progress unless for gross misconduct during the Hearing.
- c) The Chair may take such action or give such direction as is necessary to maintain order at the Hearing.
- d) A party to the Hearing may:
 - Be represented by counsel or an agent;
 - Call and examine witnesses and present arguments and submissions; and
 - Conduct cross-examination of witnesses as may be reasonable in the circumstances.
- e) The Panel shall:
 - Permit the parties to present their cases in accordance with due process and the rules of natural justice; and
 - Inquire of all parties as to the possible impact of any decision or ruling for consideration as it sees fit.
- f) The Chair may add any person or Association as a party to the Hearing that they determine might be materially affected by the resolution of the issue before the Panel. The timing and method of notifying the parties shall be at the discretion of the Chair.
- g) The Panel may receive such evidence as is relevant and considered to be reliable and trustworthy.
- h) There will not be any verbatim minutes taken at any Hearing. Any participant who wishes to take notes can do so. There are no recording devices allowed in the Hearing. This is not a Court of Law.
- i) The Panel may receive such evidence as is relevant and considered to be reliable and trustworthy provided that no witness may give evidence who did not give evidence at the Appeal hearing giving rise to the NOHA Appeal. No written evidence can be given at the Hearing unless:
 - The evidence was not discoverable by reasonable diligence before the end of that hearing; and
 - The evidence is wholly believable; and
 - The evidence is practically conclusive of an issue in the NOHA Appeal Hearing. The onus shall be on the parties seeking to introduce such evidence to satisfy the Panel hearing the matter that such evidence should be received.
- j) That any Player under the age of 18 years old must be accompanied by an advocate.

- k) Any On-Ice Officials attending an Appeal Hearing must be accompanied by an advocate from the Officials program unless accompanied by Legal Counsel.
- l) The Chairman and/or Vice Chairman of the Committee may add as a party to a Hearing any Person or Association that they determine might be affected by the resolution of the issue before the Committee.
- m) In rendering a final decision, the Committee may:
 - Allow or dismiss the appeal in whole or in part
 - Vary the decision appealed from/by
 - Increasing or decreasing fines and/or Suspension;
 - Issuing an order prohibiting the continuation of any matters dealt with in the appeal;
 - Assess, in a set amount, all or any part of the costs of the appeal against one or more of the parties
- n) A Hearing may be adjourned from time to time provided that no Hearing shall be extended beyond fifteen (15) days from the date the application and fee were received by the NOHA office, unless the Panel of the Committee hearing the matter decides that such an adjournment is necessary in order to do justice between the parties in dispute.
- o) Any application may be resolved on consent of all parties, prior to, or during a Hearing before the Committee and the Committee shall issue such order as may be necessary to give effect to such consent, provided it is not inconsistent with any policy of the Board.
- p) Although the Appeals Committee shall sit in panels of three (3) Members:
 - i) if 15 minutes or more after the Appeal hearing is scheduled to commence, only two (2) Members are present, those two (2) Members may decide to proceed with the hearing. The power and authority of that Panel will be the same as if three (3) Members were present.
 - ii) once convened, if any Member of the Panel is unable to continue, the two (2) remaining Members may decide to proceed with the Appeal hearing. The power and authority of that Panel of the Appeals Committee will be the same as if three (3) Members were present.
- q) If only two (2) Members of the Panel of the Appeals Committee hearing the matter do not agree on a decision on the matter placed before them, the matter shall be considered a no decision. In this situation, the Appellant has the right to request a rehearing, which shall be heard by a new Panel. The request for a rehearing shall be forwarded to the NOHA Office within five (5) days after the NOHA Appeal Hearing. Subject to the approval by the Appeals Committee, the rehearing shall be scheduled within eight (8) days.

12.6 Enforcement

- a) Where on evidence produced the NOHA Board of Directors or Officers concludes that there has been a contravention of any Order or decision made by the Appeals Committee, they may:
 - Suspend or restrict the privileges extended through the NOHA to the defaulting party;

- Assess the costs of the enforcement Hearing against the defaulting party;
- Impose a monetary penalty on the defaulting party
- Request the parties to appear before the NOHA Board of Directors;
- Any combination of above.

b) Each Member shall be bound by decisions of the NOHA Appeals Committee and agrees to take all such steps as are necessary within its organization to ensure compliance with such decisions.

12.7 Decision(s) of the Appeals Committee

- a) At the conclusion of an Appeal Hearing, the Panel may:
 - i) allow or dismiss the Appeal Application in whole or in part, and make such order as is just in the circumstances and consistent with the Articles, By-Laws, Rules, Regulations and/or Policies of the NOHA and the relevant Member. If the decision involves two Members with inconsistent rules then the decision must be consistent to the NOHA, OHF and Hockey Canada Articles, By-Laws, Rules, Regulations and/or Policies;
 - ii) increase based on new evidence accepted by the hearing panel, decrease or leave unchanged any Suspension or sanction against the appellant. Such decision must be in accordance with the Articles, By-Laws, Rules, Regulations and/or Policies of the NOHA and the relevant Member. If the decision involves two Members whose relevant Rules are inconsistent, the decision must be consistent with the Articles, By-Laws, Rules, Regulations and/or Policies of the NOHA, OHF and Hockey Canada.
 - iii) assess, in a set amount, all or any part of the costs of the Appeal against one or more of the parties, as long as the assessment does not exceed the application fee received for the Appeal;
 - iv) adjourn the disposition of the Appeal Application provided that written notification of the decision is delivered to all parties within 10 days of the adjournment.
- b) The Committee shall communicate their decision to the NOHA Office within 24 hours of the conclusion of the Hearing.
- c) When a Hearing is completed on a Friday or Saturday, the Committee shall communicate its decision to the NOHA office not later than the first business day of the next week that is not a Saturday, Sunday or other holiday.
- d) Where the time limit for doing anything under this Regulation expires or falls upon a Saturday, Sunday or other holiday, the time so limited extends to the next business day following that is not a Saturday, Sunday or other holiday.
- e) The decision of the Appeals Committee shall be final and binding on all parties, subject only to such further rights of Appeal as may be available under the Constitution, By Laws, Regulations and Rules of the Ontario Hockey Federation.

13.0 PROTESTS

- a) All protests shall be in writing, and the following method of procedure shall be followed:
 TIME: Protests in writing and supported by evidence shall be in the hands of the Executive Director of the NOHA, NOHA President, District Council Director(s) involved, NOHA

League liaison (if applicable), League President or Commissioner (if applicable) and the opposing team within 48 hours of the advertised time of the match protested. This can be delivered by email or fax.

THE PROTEST: The protest shall be in writing and shall set out the regulations and rules by number, under which the protest is laid, and shall be signed by the President or Secretary or Manager of the protesting team. Accompanying the protest shall be a summary of the evidence to be submitted. At the hearing, if witnesses are not to be called, evidence may be submitted by declaration only, under the Canada Evidence Act.

SATURDAY, SUNDAY, OR STATUTORY HOLIDAY: When the game being protested is played on Saturday, Sunday or statutory holiday, the time for Saturday, Sunday or statutory holiday will count in the 48-hour period for delivery of the protest as the documents are being emailed or faxed.

DEFENCE: The team protested shall be allowed 36 hours from the time they received the email or fax to file its defence, together with copies of documentary evidence, if any, to be used at the hearing and a list of witnesses to be called by the defence. Delivery shall be in the same manner as provided for the delivery of the protest.

REPLY: A reply to the evidence filed may be entered by the protesting team at least twelve (12) hours before the time fixed for hearing of the protest by the Subcommittee or Executive, and a copy shall be supplied within the same period of time to the Executive Director of the NOHA, NOHA President, District Council Director(s) (involved), NOHA League liaison (if applicable), League President or Commissioner (if applicable) and opposing team.

FEE: The protest must be accompanied by a deposit of \$100.00 for all teams Senior to U9, which shall be forfeited to the NOHA should the Board of Directors, whose decision shall be final, disallow the protest.

HEARING: Both teams will be notified by the NOHA of the date and place of hearing and may be represented at the hearing of the protest. All protests will be heard by the Board of Directors or Subcommittee, or a Special Committee of three members.

REFEREE'S DECISION: Protests on a Referee's decision, will not be considered unless it concerns a question of interpretation of the rules.

THE PARTIES: Except as set out under residence qualifications, only the two competing teams shall have the right to file a protest in regard to any game.

- b) Should any dispute arise between the NOHA and any Member of the OHF which cannot be resolved by negotiation between the NOHA and such other Member Partner, such dispute shall be referred to the Board of Directors of the OHF for resolution.
- c) The OHF agrees that no player who transfers from one Member Partner of the OHF to another Member Partner of the OHF shall be able to register in the Member Partner of the OHF to which they transfer without the written consent of the Member Partner from which they transferred. Any Team which allows such a player to play without such written consent shall lose all rights to the said player for the balance of the current season.

- d) Any player transferred because of an appeal under these provisions shall not be transferred to any other team during the current season.

14.0 AMENDMENTS

- a) Any amendments of the Regulations or playing rules of Hockey Canada and the Ontario Hockey Federation shall automatically amend or change the Regulations or Playing Rules of the NOHA in accordance therewith.