



BY-LAWS, REGULATIONS AND TERMS OF REFERENCE

AS ADOPTED NOVEMBER 27, 1897 AND
AMMENDED JUNE 17, 2023

PROPERTY OF:





CODE OF CONDUCT

The Code of Conduct identifies the standard of behaviour which is expected of all O.H.A. members and participants, which includes all players, parents, coaches, officials, volunteers, directors, officers, committee members, convenors, team managers, trainers, administrators and employees involved in O.H.A. activities and events.

Failure to comply with this Code of Conduct may result in disciplinary action in accordance with the Discipline Policy of the O.H.A. Such action may result in the member losing the privileges which come with membership in the O.H.A., including the opportunity to participate in O.H.A. activities and events, both present and future.

1. The OHA is committed to providing a sport environment in which all individuals are treated with respect.
2. During the course of all OHA activities, athletes, coaches, parents, directors, volunteers, staff, chaperones and others within each of the OHF Member Partners:
 - a. Shall conduct themselves, at all times, in a fair and responsible manner and refrain from comments or behaviours that are disrespectful, offensive, abusive, racist or sexist. In particular, the OHA will not tolerate behaviour that constitutes harassment or abuse or bullying, and;
 - b. Shall avoid behaviour which brings the OHA and/or it's Member Partners, or the sport of hockey into disrepute, including but not limited to the abusive use of alcohol and/or non-medical use of drugs, and;
 - c. Shall not use unlawful performance enhancing drugs or methods, nor shall they engage in activity or behaviour that endangers the safety of others, and;
 - d. Shall at all times adhere to Hockey Canada, OHA and OHF Member Partner's operational policies, procedures and any rules governing any competition in which they participate on behalf of the OHA and/or OHF Member Partner.
3. Failure to comply with this Code of Conduct may result in disciplinary action, including, but not limited to, the loss or suspension of certain or all privileges connected with the respective Member Partner and/or OHA including the opportunity to participate in OHA and its Member Partner activities. Such discipline may include the removal or ban from an arena, games, practices and other team activities.



THE ONTARIO HOCKEY ASSOCIATION

BY-LAWS, REGULATIONS AND TERMS OF REFERENCE

As Amended June 17, 2023

Organized November 27th, 1890

Incorporated May 27th, 1966

This edition is prepared for easy and convenient reference only. Should errors occur, the contents of this book will be interpreted by the Executive Director according to the official minutes of meetings of the Ontario Hockey Association.

BYLAWS

ONTARIO HOCKEY ASSOCIATION

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**AMENDED AND RESTATED BY-LAWS
OF THE ONTARIO HOCKEY
ASSOCIATION (the “OHA”)**

I RECITALS

- 1.1 **The** OHA is a registered participant of Hockey Canada, through its membership in the OHF. Hockey Canada is the governing body of amateur hockey in Canada and is affiliated with the IIHF.
- 1.2 The OHA is a member of the OHF, the governing body of Amateur Hockey in its defined jurisdiction in Ontario and shall operate in a manner consistent with the by-laws, regulations and rules of the OHF and Hockey Canada.
- 1.3 As defined by the OHF by-laws, the OHA shall have jurisdiction over Senior and Junior Hockey in that part of Ontario not administered by HEO, HNO, NOHA or the OHL.
- 1.4 The role of the OHA is to:
- (a) foster and encourage the sport of amateur hockey within the territory under its control;
 - (b) allow the individual Leagues autonomy in the operation of their respective League, provided that they comply with and operate in a manner consistent with the by-laws, regulations and rules of Hockey Canada, the OHF and the OHA;
 - (c) provide for the affiliation of other hockey organizations within the OHA’s jurisdiction as set out in the OHF by-laws;
 - (d) make grants out of the funds of the OHA for patriotic, educational or charitable purposes; and
 - (e) promote the development of players, coaches and officials in accordance with the Long Term Athlete Development Program (“LTAPD”), as amended, modified, supplemented and/or replaced from time to time by Hockey Canada.

II GENERAL

ARTICLE 2: DEFINITIONS AND INTERPRETATION

- 2.1 In the By-Laws and Regulations, the following terms shall have the following meanings unless the context otherwise specifies or requires:
- (a) **“ACH”** means Allan Cup Hockey;
 - (b) **“Act”** means the *Corporations Act*, R.S.O 1990 chap. C.38 as amended, modified and/or replaced from time to time;
 - (c) **“Amateur Hockey”** is hockey that is not organized professional hockey;

- (d) **“Annual General Meeting of Members”** means the meeting held pursuant to Article 15.1;
- (e) **“Board”** means the board of directors of the OHA;
- (f) **“By-Laws”** means these by-laws of the OHA;
- (g) **“Chair”** means the President and Chair of the Board of Directors of the OHA;
- (h) **“Committee”** means a committee established pursuant to these By-Laws;
- (i) **“Control”** means the possession, directly or indirectly, of the power of a Person to direct or cause the direction of the management or policies of a Team, whether through the ability to exercise voting power, by contract or otherwise. **“Controlling Party”** and **“Controlled”** shall have analogous meanings;
- (j) **“Delegate”** means an individual who represents a Team that is a Member at a Members’ Meeting and must be one of three individuals registered to vote on behalf of that Team within their League;
- (k) **“Director”** means a director on the Board;
- (l) **“Executive Director”** means the Executive Director of the OHA;
- (m) **“HEO”** means Hockey Eastern Ontario;
- (n) **“HNO”** means Hockey Northwestern Ontario;
- (o) **“Hockey Canada”** means the self-governing body of Amateur Hockey in Canada;
- (p) **“IIHF”** means International Ice Hockey Federation;
- (q) **“Junior A”** refers to the category of Team(s) participating in the Ontario Junior Hockey League (“OJHL”);
- (r) **“Junior B”** refers to the category of Teams participating in the Greater Ontario Junior Hockey League (“GOJHL”);
- (s) **“Junior C”** refers to the category of Teams participating in the Provincial Junior Hockey League (“PJHL”);
- (t) **“League”** refers to OJHL, GOJHL, PJHL or ACH as applicable;
- (u) **“Members”** means the members of the OHA accepted into membership in accordance with these By-laws, and **“Member”** means any one of them;
- (v) **“Members’ Meeting”** means an Annual General Meeting of Members or a Special Members’ Meeting, as applicable in the circumstances;
- (w) **“NOHA”** means the Northern Ontario Hockey Association;
- (x) **“OHA”** means the Ontario Hockey Association, an Ontario non-share capital, not-for-profit corporation incorporated under the *Act*, which is a member of Hockey Canada;

(y) **“OHF”** means the Ontario Hockey Federation, an Ontario non-share capital, not-for-profit corporation incorporated under the *s Act*, which is a member of Hockey Canada;

(z) **“OHL”** means the Ontario Hockey League

“Ownership” Control as per Article 2.1 (i);

(bb) **“Person”** means any natural person., corporation, limited or unlimited company, trust, joint venture, association, company, partnership or any other entity;

(cc) **“Regulations”** means the regulations of the OHA, including the Playing Regulations, as they may be amended in accordance with their terms from time to time;

(dd) **“Senior AAA”** refers to Teams in **Senior Hockey that participate in the ACH**;

(ee) **“Season”** means the annual hockey season which commences on June 1 and ends on May 31 of the following year;

(ff) **“Special Members’ Meeting”** means a meeting of Members that is not an Annual General Meeting of Members;

(gg) **“ Team”** a team registered for it to play in a League in a particular season or one which has taken a leave of absence in accordance with the applicable by-laws, regulations or other rules of the applicable League;

(hh) **“Venue”** means the facility in which a Team has been approved by its League to play its home games;

ARTICLE 3: PARAMOUNTCY

3.1 To the extent of any conflict or inconsistency between these By-laws and any regulation, rule or other policy of the OHA or the Board, these by-laws will govern.

3.2 To the extent of any conflict or inconsistency between any two regulations, rules or other policies (as the case may be) of the OHA or the Board, the more recently passed regulation, rule or other policy (as the case may be) shall govern.

III – MEMBERSHIP

ARTICLE 4: MEMBERSHIP

4.1 The OHA shall have one class of Members. Each Member shall be entitled to receive notice of, attend and vote at all meetings of Members, in each case except as otherwise provided in these By-laws.

ARTICLE 5: DIRECTOR MEMBERS

5.1 Each Director shall automatically become a Member upon his or her election or appointment as a Director (including, for clarity, as Chair). Directors shall automatically cease to be Members immediately upon ceasing to be Directors.

ARTICLE 6: NEW MEMBERSHIP APPLICATION

- 6.1 Any Team may apply for membership in the OHA following approval of that Team's application by the applicable League. Applications shall be submitted to the OHA no later than February 15 of the current Season or at such later date as the Board may determine by resolution.
- 6.2 The Board may, upon consideration of the application, require such further information or documentation as it determines necessary or appropriate to complete its assessment, such information or documentation to be provided by the Team and/or League to which the application relates. The Board's assessment shall include an assessment of whether that the proposed membership is in the best interests of the OHA including its Members.
- 6.3 Any successful application for membership must be approved by resolution of the Board. The Board's determination with respect to all applications for Membership for a particular season will be made by May 15 (or August 15 in the case of the ACH) or such later date as the Board may determine by resolution.

ARTICLE 7: MEMBERSHIP RENEWAL

- 7.1 A Team that is a Member in a particular current Season and that desires to renew membership in the OHA for the following Season must apply for such renewal following the approval of that Members' renewal application by the applicable League by no later than April 15 of the current Season or such later date as the Board may determine by resolutions.
- 7.2 The Board may, upon consideration of the application for renewal, require such further information or documentation as it determines necessary or appropriate to complete its assessment, such information or documentation to be provided by the Team and/or League to which the application relates. The Board's assessment shall include an assessment of whether the proposed membership renewal is in the best interest of the OHA including its Members.
- 7.3 Any successful application for membership renewal must be approved by resolution of the Board.

ARTICLE 8: CONDITIONS TO MEMBERSHIP

- 8.1 It is a condition to the membership of each Member that the Member comply with the provisions of these By-Laws and other rules, regulations, by-laws etc. which are set out in Article 9.1.

ARTICLE 9: OPERATIONS IN COMPLIANCE WITH BY-LAWS, ETC.

- 9.1 **The operations of each Member shall be carried on in a manner consistent with the by-laws, regulations and other rules of each of Hockey Canada, the OHF and the OHA (including these by-laws), respectively, and each Member shall accept the rulings and decisions of the Board made in accordance with such by-laws, regulations and other rules.**

A Member will be considered in good standing provided that the Member:

- a) **Has not ceased to be a Member;**
- b) **Has not been suspended or expelled from membership, or had other membership restrictions or sanctions imposed;**
- c) **Has completed and remitted all documents as required by the OHA;**
- d) **Has complied with the By-laws, policies, and rules of the OHA;**
- e) **Is not subject to a disciplinary investigation or action by the OHA, or if subject to disciplinary action previously, has fulfilled all terms and conditions of such disciplinary action to the satisfaction of the Board; and**
- f) **Has paid all required membership fees.**

ARTICLE 10: DISCLOSURE

- 10.1 Reasonably promptly following a written request by the Board, a Member or applicant for membership shall file with the OHA a copy of its Letters Patent of Incorporation, Articles of Incorporation, any other incorporation documents, a list of officers, directors, agreement of ownership or control, and such further information as may be required by the Board.
- 10.2 Each Member shall confirm in writing to the OHA annually and notify it as soon as practicable and in case within 20 days following the occurrence of a change to the names and addresses of its:
- (a) Owner or in any Person Controlling it;
 - (b) President;
 - (c) Secretary; and
 - (d) Designated signing officers for the purpose of releasing a Player (at least two (2) must be named at all times).

ARTICLE 11: CHANGE OF VENUE

- 11.1 Changes of a Member's Venue must receive the prior approval of the Board before becoming effective. Members wishing to apply for Board approval of a change of Venue may apply only following approval of that Member's application by the applicable League. Applications must be submitted in writing to the OHA no later than February 15 of the current Season or such later date as the Board may determine by resolution.
- 11.2 The Board may, upon consideration of the application, require such further information or documentation as it determines necessary or appropriate to complete its assessment to be provided by the Team and/or League to which the application relates. The Board's assessment shall include an assessment of whether that the proposed change of a Member's Venue is in the best interests of the OHA including its Members.

ARTICLE 12: TRANSFER OF OWNERSHIP OR CONTROL

- 12.1 Changes of ownership or Control of a Member must receive the prior approval of the Board prior to becoming effective. Members wishing to apply for Board approval of a change of Ownership or Control may apply only following approval of that Member's

application by the applicable League. Applications must be submitted in writing to the OHA and the Board must be provided a reasonable opportunity to consider the Member's application.

- 12.2 The Board may, upon consideration of the application, require such further information or documentation as it determines necessary or appropriate to complete its assessment to be provided by the Team and/or League to which the application relates, including with respect to police checks of relevant individuals and financial stability.

ARTICLE 13: LEAVES OF ABSENCE

- 13.1 Team Members may take a leave of absence from any Season upon approval of their League and the Board. Applications for any leave of absence must be received by the OHA by no later than April 15 (or August 15 in the case of the ACH) or such later date as the Board may determine by resolution, provided that no Team may take a leave of absence in consecutive Seasons.
- 13.2 Members on an approved leave of absence shall be entitled to receive notice of and to attend Member's Meetings and will be entitled to vote at such meetings. Such Members shall be required to pay the fee determined by the Board from time to time for Members on a leave of absence.

ARTICLE 14: DISCIPLINE, SUSPENSION AND EXPULSION OF MEMBERS

- 14.1 In the event of any violation of these By-Laws (including, for clarity, the requirement to comply with the by-laws, regulations and other rules of each of Hockey Canada, the OHF and the OHA, respectively), upon 15 days' prior written notice to a Member during which such violation has not been cured to the satisfaction of the Board, the Board may pass a resolution authorizing disciplinary action against such Member and/or the suspension and/or termination of such Member's membership.

ARTICLE 15: ANNUAL GENERAL MEETING OF MEMBERS

- 15.1 The Annual General Meeting of Members shall be held on the third Saturday of June each Season unless the Board otherwise determines in respect of a particular Season. The Annual General Meeting of Members shall be held at such time as the Board may determine by resolution.
- 15.2 At the Annual General Meeting of Members the Order of Business shall be:
- (a) Reading the minutes of the last Annual General Meeting of Members or any Special Members' Meetings held during the year.
 - (b) The Chair's address.
 - (c) Receiving and reading the report of the scrutineers
 - (d) Reading the report of the Board.

- (e) Reading the Secretary - Treasurer's report.
- (f) Individual Committee reports.
- (g) Consideration of reports from any Special Committees which may have been appointed.
- (h) Motions of which Notice has been given.
- (i) General Business.
- (j) Approval of the annual budget
- (k) Approval of the audited financial statements
- (l) Appointment of auditors
- (m) Election of Chair (where required) and the election of Directors and any other votes regarding officers or committee members (if applicable).

IV – MEMBERS' MEETINGS

ARTICLE 16: MEMBERS' MEETINGS

- 16.1 Meetings of Members shall be held at such place as the Board may determine from time to time, provided that the Board may in its sole discretion determine that a meeting shall not be held at any place, but may instead be held entirely by telephonic, electronic or other communication means.
- 16.2 If authorized by the Board in its sole discretion, and subject to the Act and such guidelines and procedures as the Board may adopt, Members not physically present at a meeting of Members who vote at such meeting or establish a communications link to the meeting by telephonic, electronic or other communication means made available by the OHA are deemed for the purposes of the Act to be present at the meeting whether such meeting is to be held at a designated place or solely by telephonic, electronic or other communication means.
- 16.3 Subject to the provisions of the Act, any question at a meeting of Members shall be decided by a show of hands unless a ballot on such question is required or demanded (as provided below). On any show of hands vote, every person who is present and entitled to vote shall have one vote and a declaration by the chair of the meeting that the vote on the relevant question has been carried or carried by a particular majority or not carried and any entry to that effect in the minutes of the meeting shall be prima facie evidence of the fact without proof of the number or proportion of votes recorded in favour of or against any resolution or other proceeding in respect of such question, and the result of such vote so taken shall be the decision of the Members on such question.
- 16.4 On any question proposed for consideration at a meeting of Members, and whether or not a vote by show of hands has been taken, a ballot may be required by the chair of the meeting or demanded by any Member entitled to vote at the meeting (for clarity, through such Member's Delegate). A ballot so required or demanded shall be taken in such manner as the chair of the meeting shall direct. A requirement or demand for a ballot may be withdrawn at any time prior to the taking of the ballot. If a ballot is taken, each person present and entitled to vote shall be entitled to one vote, and the result of the ballot so taken shall be the decision of the Members on such question.
- 16.5 Any person entitled to vote at a meeting of Members where the OHA has made available a telephonic, electronic or other communication means of attending and voting at such meeting may vote by such means and any vote referred to in Articles 16.3 or 16.4 may be held entirely through telephonic, electronic or other communications means made available by the OHA, provided that the facility enables the votes to be gathered in a manner that permits their subsequent verification.
- 16.6 Quorum for all Member's Meetings is at least fifty (50) percent plus one (1) of the Members entitled to vote at the meeting.
- 16.7 The Chair shall be the chair of each meeting of the Members, provided that if the Chair is not present or declines or is unable to serve as the chair of the meeting, then the Members present at the meeting shall select another Director to be the chair; provided further that, in each case, unless another person is or has been designated by the Board to act as chair of the meeting and such person is present and willing to serve as chair of the meeting in which case such person shall serve as chair of the meeting. The Secretary of the OHA shall act as secretary at meetings of

Members or, if the Secretary is not present or declines or is unable to act, the chair of the meeting shall appoint a person (who need not be a Member) to act as secretary of the meeting.

- 16.8 In connection with a meeting of Members, one or more scrutineers may be appointed by resolution or by the chair of the meeting with the consent of the meeting.
- 16.9 No money grants shall be made at the meeting of Members without fourteen **(14)** days notice of such meeting having been provided. No donation in money or gifts shall be granted except they be made direct to the beneficiary.
- 16.10 Notice of the time and place of each meeting of Members' shall be sent to each Member eligible to receive notice of such meeting by mail, courier, personal delivery, telephonic, electronic or other communication facility not less than 14 days (in the case of an Annual General Meeting of Members) or ten days (in the case of a Special Members' Meeting that is not also an Annual General Meeting of Members) before the applicable meeting and shall be accompanied by a meeting agenda. Notice of any Members' Meeting where special business will be transacted must contain sufficient information to permit the Members to form a reasoned judgment on the decision to be taken.
- 16.11 Each Team that is a Member shall be entitled to representation at meetings of Members by two Delegates and each Member wishing to attend a meeting of Members must designate at least one Delegate. No Delegate shall be admitted to a meeting of Members unless the Delegate is listed on the eligible voter list for that Member submitted by the League of which the applicable Member is a member in accordance with the applicable Regulations and Policies of the OHA in force at such time. At such meetings a Member shall be entitled to one vote and no Delegate shall be allowed to represent more than one Member. For clarity, if a Member is represented by two Delegates, only one such Delegate will be eligible to vote and that Delegate must be identified upon registering at the applicable Member's Meeting.
- 16.12 Each Director shall be entitled to cast one vote at Members' Meetings. A Director may not be represented by a Delegate. A Director may not be a Delegate of a Member.
- 16.13 No proxy voting will be permitted by Members or their Delegates.

V – BOARD OF DIRECTORS AND OFFICERS

ARTICLE 17: BOARD COMPOSITION AND NOMINATION

- 17.1 The Board shall consist of eight Directors, providing each league under the OHA banner to be represented on the Board of Directors.
- 17.2 The Directors for a particular Season shall be comprised of the Chair together with:
- (a) Two (2) Directors selected by the OJHL and ratified by a resolution of the Members;
 - (b) Two (2) Directors selected by the GOJHL and ratified by a resolution of the Members;
 - (c) Two (2) Directors selected by the PJHL and ratified by a resolution of the Members; and
 - (d) One (1) Director selected by the ACH and ratified by a resolution of the Members.
 - (e) **League commissioners shall serve as Board observers and be granted permission to speak at Board meetings.**
- 17.3 Each League must provide written notice of the individuals it has selected to serve as Director(s) to the Executive Director and to the Governance/Constitution & Nomination Sub-Committee forty-five (45) days before the Annual General Meeting of Members or such later date as the Board may determine by resolution.
- 17.4 Nominations for election as Chair must be provided in writing to the Executive Director and to the Governance/Constitution & Nomination Sub-Committee forty-five (45) days before the Annual General Meeting of Members or such date as the Board may determine by resolution.
- 17.5 Each individual selected by a League shall pursuant to Article 17.3 or nominated for Chair pursuant to Article 17.4 shall be assessed for eligibility based on the criteria contained in Article 18.1 and such other factors as the Board may from time to time determine by special resolution.
- (a) Such assessment shall be made in the first instance by the Governance/Constitution & Nomination Sub-Committee and upon the recommendation of such sub-committee, by the Chair's Committee and upon recommendation by such committee, by the Board.
 - (b) With respect to individuals selected by a League, if any such individual is determined not to be eligible pursuant to any such review, the League shall select a different individual to serve as Director and provide written notice of such individual not later than five days following receipt of written notice that the previous individual was determined not to be eligible (and in any case, prior to the deadline for the mailing of notice of the applicable meeting of Members).
- 17.6 Other than the Chair, no person may be nominated for election as a Director unless the individual has been selected as a nominee for Director by a League.
- 17.7 Any individual selected by a League to serve as a Director that is not ratified by a resolution of the Members shall not be elected as a Director and, subject to the Act, a

vacancy on the Board shall result that may be filled and which, if filled, shall be filled in accordance with Article 20.1.

ARTICLE 18: DIRECTOR ELIGIBILITY

- 18.1 The following individuals are disqualified from being a Director (including, for clarity, the Chair):
- (a) an individual who is less than 18 years old;
 - (b) an individual who is an employee of any League that is part of the OHA or who is a member of the board of directors of any League that is part of the OHA **and an individual who is an employee of any League that is part of the OHA may serve as a Board observer.**
 - (c) an individual who has been found under the *Ontario Substitute Decisions Act, 1992*, or under the *Ontario Mental Health Act* to be incapable of managing property;
 - (d) an individual who has been found to be incapable by any court in Canada or elsewhere;
 - (e) an individual who is an undischarged bankrupt;
 - (f) an individual who, at the time of his or her election as a Director, is or was not a “resident Canadian” (as defined in the Act) and is not a resident of the Province of Ontario;
 - (g) an individual who has been convicted of any offence under the *Criminal Code* (Canada) or of any criminal offence involving fraud under any other Federal or Provincial statute;
 - (h) an individual who the Board has determined by special resolution has knowingly violated the by-laws, regulations or policies of the OHA, the OHF or Hockey Canada.
- 18.2 Any Director who, while in office, becomes disqualified based on the criteria contained in Article 18.1 shall immediately cease to be a Director without any further action, and the resulting vacancy on the Board, if filled, shall be filled in accordance with Article 20.1.

ARTICLE 19: TERM

- 19.1 The term of office for Directors, other than the Chair, is two (2) years.
- 19.2 There are no limits on the number of terms or consecutive terms a Director, other than the Chair in his or her capacity as such, may serve.
- 19.3 Newly ratified Directors assume the office immediately after the meeting at which the Directors were elected.
- 19.4 A Director may resign from the Board at any time by presenting a notice of resignation to the Board.

ARTICLE 20: DIRECTOR VACANCIES

- 20.1 So long as there is a quorum of Directors in office, any vacancy occurring in the Directors may be filled for the remainder of the term by an individual selected by the League from which the departing Director was appointed.
- (a) The name of the individual selected by the applicable League must be provided in writing to the Executive Director and to the Governance/Constitution & Nomination Sub-Committee and such individual shall be assessed for eligibility based on the criteria contained in Article 18.1 and such other factors as the Board may from time to time determine by special resolution.
 - (b) Such assessment shall be made in the first instance by the Governance/Constitution & Nomination Sub-Committee and upon the recommendation of such sub-committee, by the Chair's Committee and upon recommendation by such committee, by the Board.
 - (c) **The Board must approve all proposed appointments by a special resolution submitted by the league with the vacant Director position.**

ARTICLE 21: COMPENSATION

- 21.1 Directors shall receive an annual Director fee of \$7,500.00. No travel expenses to Board or OHA committee meetings or Member's Meetings will be reimbursed. Any change to this honorarium would need to be approved by the Members at the Annual General Meeting of Members.

ARTICLE 22: CHAIR OF THE BOARD

- 22.1 The term of office of the Chair is two (2) years.
- 22.2 No individual will be eligible for election as Chair unless the individual has previously served a minimum of one (1) full two-year term as a Director.
- 22.3 The Chair may only serve for a maximum of two (2) terms (which need not be consecutive) excluding any partial term where the individual was elected by the Board to serve as Chair pursuant to Article 22.6.
- 22.4 Upon completion of two (2) terms as Chair, the individual may serve as a Director. A newly elected Chair assumes the office immediately after the meeting at which the Chair is elected.
- 22.5 The Chair shall receive an annual honorarium of \$10,000.00. No travel expenses to Board or OHA committee meetings or Member's Meetings will be reimbursed. Any change to this honorarium would need to be approved by the Members at the Annual General Meeting of Members.
- 22.6 If the Chair resigns, ceases to be eligible to serve as a Director or is otherwise removed without a replacement having been elected by the Members, or is otherwise required to take a leave of absence, the Board may designate one (1) of the Directors to serve

as Chair for the remainder of the term or until such time as the Members elect a new Chair.

22.7 The duties of the Chair shall include:

- (a) chairing all Board meetings;
- (b) serving as an ex-officio member of all OHA Committees;
- (c) acting as the Chair of the Chair's Committee; and
- (d) serve as OHA representative at the OHF Forum and be the official vote for the OHA at the OHF.

22.8 The Chair shall also serve as the President of the OHA.

ARTICLE 23: INDEMNITY

23.1 Subject to the Act, Every Director, Committee, member or employee of OHA shall be indemnified by the OHA against such claims and for such conduct as may be specified within OHA Directors and Officers insurance policy, as amended from time to time.

ARTICLE 24: BOARD MEETINGS

24.1 **Board meetings will be held monthly or as required.**

24.2 No person shall act for an absent Director at a meeting of Directors.

24.3 The Chair shall preside at all Board meetings, if he or she is present. If the Chair is not present or if he or she declines or is unable to act, the directors present shall select another Director to serve as chair of that meeting. The Secretary-Treasurer shall act as the secretary at any meeting of the Board and, if the Secretary-Treasurer is not present or if he or she declines or is unable to act, the chair of the meeting shall appoint a person who need not be a Director to act as secretary of the meeting.

24.4 Subject to the Act, meetings of the Board shall be held from time to time on such day and at such time and at such place (or by telephonic, electronic or other communication means pursuant to Article 24.7) as the Board, the Chair or any three Directors may determine, and the Secretary- Treasurer when directed by the Board, the Chair or any three Directors, shall convene a meeting of the Board; provided in any event that board meetings must be held a minimum of once monthly

24.5 Written notice of Board meetings shall be given to all Directors at least 48 hours before the time when the meeting is to be held, or such longer period as the Board may otherwise determine, prior to the date of the meeting, except that the Board may hold its first meeting following each meeting of Members at which Directors are elected without notice provided that a quorum of Directors is present and provided that the meeting is held on the same day as the meeting of Members. For clarity, a notice of an adjourned meeting of the Board is not required if the time and place of the adjourned meeting is announced at the original meeting. A notice of meeting of directors shall specify the purpose of or business to be transacted at the meeting.

24.6 A director may in any manner waive notice of or otherwise consent to a meeting of the Board.

- 24.7 Quorum for all meetings of Directors is at least two-thirds (2/3) of the Directors then in office or such greater number of Directors as the Board may from time to time determine.
- 24.8 Subject to the Act, if all of the Directors present or participating in the meeting consent, a Director may participate in a meeting of the Board or a committee or sub-committee of the Board by telephonic, electronic or other communications means as would permit all persons participating in the meeting to communicate adequately with each other during the meeting, and a director participating in the meeting by such means is deemed to be present at the meeting. For clarity, a meeting of the Board or a committee or sub-committee of the Board may be held entirely by telephonic, electronic or other communications means if all directors present or participating in the meeting consent. Any such consent will be effective whether given before or after the meeting to which it relates and a director may give such consent with respect to all meetings of the Board and of committees and sub-committees of the Board held while that director holds office.
- 24.9 Meetings of the Board may be held at any place within Ontario, provided that a meeting may be held entirely by means of telephone, electronic or other communications means that permit all participants to communicate adequately with each other during the meeting, unless prohibited by the Act.
- 24.10 Unless otherwise specified in the By-laws questions at all meetings of the Board shall be decided by two thirds (2/3) majority vote of those Directors present. Recommendations from the Chair's Committees and the Commissioner's Committee shall be approved by a two thirds (2/3) majority vote or otherwise sent back to the Committee for further review or clarification.
- 24.11 Abstention votes do not count in the tallying of votes negatively or positively. When an abstention vote is cast they are in effect only to contribute to a quorum.
- 24.12 Subject to the Act, a director participating in a meeting by telephonic, electronic or other communication means may vote by any reasonable means (including verbal assent) given the nature of the communication facility.
- 24.13 A Director ceases to hold office when he or she dies or, subject to the Act, resigns by a written resignation received by the OHA, he or she is removed by the Members in accordance with the Act or if he or she ceases to be qualified to be a director as provided in Articles 18.1 and 18.2. A written resignation of a Director becomes effective when it is received by the OHA, or at the time specified in the resignation, whichever is later.

ARTICLE 25: BOARD OF DIRECTORS DUTIES & POWERS

- 25.1 The duties and powers of the Board shall include
- (a) To conduct the business of the OHA authorizing expenditures only within approved budget limits
 - (b) To fill any vacancies which may occur on the Board, the names of which will be brought forward by the Governance/Constitution/Nomination Committee who will receive the candidates from the affected League.

- (c) To formulate, prescribe, alter or amend these By-Laws, the regulations and rules for the governing of the OHA which must be confirmed at Member's Meetings where required in accordance with the Act.
 - (d) To approve or request further review on matters brought to them from the Commissioner's Committee or the Chair's Committees.
 - (e) To make decisions on matters brought to them by the Finance Committee, the Human Resources Committee or the Appeals Committee.
 - (f) To ensure that all Directors comport themselves in a manner that avoids any conflict of interest.
 - (g) To administer and oversee the affairs of the OHA.
 - (h) To suspend, expel or take disciplinary action against a League, Team or Registered Participant for any breach of the By-Laws, Regulations, Policies or Board decisions.
 - (i) To recognize and enforce any direction issued to it concerning the eligibility of, disciplinary actions or other sanctions imposed by a League on one of its Member Teams, Team Officials, or Registered Participants. This is to be enforced regardless of whether there is a pending appeal.
 - (j) To grant or refuse new applications for Team membership into the OHA in accordance with the By-laws.
 - (k) To provide for an Executive Director, a Secretary Treasurer, a Referee in Chief and any additional staff that may be necessary provided it is within approved budget.
- 25.2 To oversee the employment of OHA staff.
- 25.3 To determine, in consultation with the Chair's Committee, the appointments to the OHF and to represent the OHA at the OHF. To have those appointees provide regular updates to the League Commissioners on the ongoing work of the OHF Committees
- 25.4 To assist any player who by reason of the Regulations cannot meet eligibility requirements to register with a Team providing such action is determined to be in the best interests of the OHA.
- 25.5 The Board may call a Special Members' Meeting of the Association at any time, and must do so on the written request of the contact person representing a minimum of ten percent of the Association's membership. Due notice of all Meetings, both General and Directors, shall be given in writing by the Executive Director to all those qualified to attend. Notices calling Special Members' Meetings shall be sent out at least ten days prior to the date of the Meeting.

ARTICLE 26: SECRETARY-TREASURER

- 26.1 The Secretary-Treasurer will be appointed by the Board and ratified by the Members at the next Annual General Meeting of Members following such appointment. The Secretary-Treasurer will serve for a two (2) year term and there are no limitations on the number of terms for the Secretary-Treasurer. The Secretary-Treasurer's re-

appointment for a further two-year term must be ratified by the Members at the next Annual General Meeting of Members following such reappointment. For clarity, in the event of a vacancy in the position of Secretary – Treasurer, the Board may fill the vacancy until the next Annual General Meeting of Members.

26.2 The duties shall include but are not limited to:

- (a) Chair the Finance Committee;
- (b) Be an authorized financial signatory of the OHA
- (c) To keep current and accurate records and minutes of the OHA and of the OHA's activities and operations;
- (d) To prepare the annual budget of the OHA and present it to the Board and the Members,
- (e) To authorize payment of accounts;
- (f) To ensure that the financial records of the OHA are a current and accurate report of its financial position;
- (g) To represent the OHA at the OHF Finance Committee; and
- (h) To be an ex-officio member of the Board of Directors and attend Board Meetings but not have a vote.

ARTICLE 27: EXECUTIVE DIRECTOR - DUTIES AND RESPONSIBILITIES

27.1 The Executive Director shall perform all duties designated by the Chair, and the Board. These duties shall include but are not limited to:

- (a) The Executive Director shall have no vote at any Members meeting;
- (b) The Executive Director will Chair the Commissioner's Committee and have full voting power on that committee;
- (c) The Executive Director will at all times act in accordance with the purposes and objectives of the OHA as set forth in the Letters Patent, By-Laws, Regulations, Terms of Reference and Policies of the OHA.
- (d) The Executive Director shall:
 - (i) Keep accurate records of the By-Laws, Regulations, Policies and proceedings of the OHA including amendments to the By-Laws, Regulations and Policies as well as minutes of the meetings;
 - (ii) Act as the holder of all OHA trophies in trust;
 - (iii) Distribute and record (where required) all minutes of Members' Meetings and Board Meetings;
 - (iv) Issue notices of all meetings and required materials;

- (v) Be responsible for the administration and operation of the OHA office and employees as per the policies and guidelines established by the Board;
- (vi) Interpret and serve as a resource for the By-Laws, Regulations and Policies of the OHA;
- (vii) Distribute any information received from other organizations to the appropriate people;
- (viii) Act as an authorized financial signatory of the OHA;
- (ix) Co-ordinate any special events as determined by the Board;
- (x) Act as the staff resource for the Board of Directors;
- (xi) To attend but not vote at all Board meetings;
- (xii) Ensure any decision of a Member that is inconsistent with the By-Laws, Regulations, Policies or Board decisions are immediately brought to the attention of the Board;
- (xiii) Serve, along with the Chair, as the OHA representative on the OHF Member Forum; and
- (xiv) Represent the OHA at OHF committees as required.

VI COMMITTEES

ARTICLE 28: COMMITTEES

28.1 Subject to the Act the Board shall establish and maintain the **Chair's Committee**, which shall be the standing policy committee of the Board;

- (i) The Chair will act as the chair of the Chair's Committee.
- (ii) The Chair's Committee members shall be the Chair together with the chair of the Board of each the OJHL, the GOJHL and the PJHL.
- (iii) Quorum will be all members of the Committee.
- (iv) Resolutions will require a 2/3 majority approval of members in attendance and eligible to vote on the matter.

28.2 Subject to the Act the Chair's Committee shall establish and maintain the following sub-committees which shall report to it:

(a) **Governance/Constitution/Nomination sub-committee;**

- (i) The Chair of the Committee will be a Director appointed by a majority support of the Board.
- (ii) The Sub-Committee members shall be the chair of the Sub-committee together with one representative from each of the OJHL, the GOJHL and the PJHL (selected by the applicable League and approved by majority resolution of the Board).
- (iii) Quorum will be 2/3 of members.
- (iv) Resolutions will require 2/3 approval of members in attendance and eligible to vote on the matter.

(b) **Strategic Planning sub-committee;**

- (i) The chair of the Sub-Committee will be a Director appointed by majority resolution of the Board.
- (ii) The Sub-Committee members shall be the chair of the Sub-Committee together with one representative from the OJHL, the GOJHL and the PJHL (selected by the applicable League and approved by majority resolution of the Board).
- (iii) Quorum will be 2/3 of members.
- (iv) Resolutions will require 2/3 approval of members in attendance and eligible to vote on the matter.

(c) **Audit/Risk Management sub-committee;**

- (i) The chair of the Sub-committee will be a Director appointed by majority resolution of the Board.
- (ii) The Sub-committee members shall be the chair of the Sub-committee together with one representative from the OJHL, the GOJHL and the PJHL (selected by the applicable League and approved by majority resolution of the Board).
- (iii) Quorum will be 2/3 of members.
- (iv) Resolutions will require 2/3 approval of members in attendance and eligible to vote on the matter.

28.3 Subject to the Act the Board shall establish and maintain the **Commissioner's Committee**, which shall be the standing operations committee of the Board;

- (i) The OHA Executive Director will act as the chair of the Commissioner's Committee.
- (ii) The Commissioner's Committee members shall be the OHA Executive Director together with the Commissioners of each of the OJHL, the GOJHL and the PJHL.
- (iii) Quorum will be 2 / 3 all members of the Committee.
- (iv) Resolutions will require 2/3 majority approval of all members present and eligible to vote on the matter.

28.4 Subject to the Act the Commissioner's Committee shall establish and maintain the following sub- committees which shall report to it:

(a) **Officiating sub-committee;**

- (i) The Chair of the Sub-committee will be the OHA Referee in Chief.
- (ii) The Sub-committee members shall be the chair of the Sub-committee together with one representative from the OJHL, the GOJHL and the PJHL
- (iii) Quorum will be 2/3 of voting members.
- (iv) Resolutions will require 2/3 approval of members in attendance and eligible to vote on the matter.

(b) **Competition/Development sub-committee;**

- (i) The chair of the Sub-committee will be a Director appointed by a majority support of the Board.
- (ii) The Sub-committee members shall be the chair of the Sub-committee together with one representative from the OJHL, the GOJHL and the PJHL.
- (iii) Quorum will be 2/3 of voting members.

- (iv) Resolutions will require 2/3 approval of members in attendance and eligible to vote on the matter.

28.5 Subject to the Act the Board shall establish and maintain the following additional committees:

(a) **Appeals Panel:**

- (i) The chair of the Committee will be an individual named by the Chair who will serve as the Independent Appeal Coordinator. The Chair will also appoint an individual to serve as the Independent Appeal Vice-Coordinator.
- (ii) Each appeal will require 3 members none of which may be an individual who was appointed by any League involved in the appeal.
- (iii) Decisions will require a majority of members in attendance and eligible to vote on the matter.

(b) **Finance Committee;**

- (i) The chair of the Committee will be the **person noted on the Corporate Form 1 as the treasurer** for the OHA.
- (ii) The members of the Committee shall be the chair together with one representative from each of the OJHL, the GOJHL and the PJHL selected by the applicable League and approved by majority resolution of the Board.
- (iii) Quorum will be 2/3 of members.
- (iv) Resolutions will require 2/3 approval of members in attendance and eligible to vote on the matter.

(c) **Human Resources Committee**

- (i) The Chair of the Committee will be the Chair.
- (ii) The members of the Committee shall be the Chair together with two Director's appointed by majority resolution of the Board.
- (iii) Quorum will be 2/3 of members.
- (iv) Resolutions will require 2/3 majority approval of members in attendance and eligible to vote on the matter.

28.6 Ad Hoc Committees may be established from time to time by the board as the need arises.

- (i) The chair of the Sub-Committee will be a Director appointed by majority resolution of the Board.
- (ii) The Sub-Committee members shall be the chair of the Sub-Committee together with one representative from the OJHL, the GOJHL and the PJHL (selected by the applicable League and approved by majority resolution

of the Board).

(iii) Quorum will be 2/3 of members.

(iv) Resolutions will require 2/3 approval of members in attendance and eligible to vote on the matter.

28.7 A person may sit on more than one (1) Committee or sub-Committee. (The Chair is an ex-officio member of each Committee and a voting member of the Chair's Committee and the Human Resources Committee.

28.8 The mandates and responsibilities of the Committees and sub-Committees shall be set out in their respective "terms of reference" as approved by the Board from time to time.

28.9 Subject to the Act, alternates are permitted for all Committees and sub-committees.

28.10 The Board may delegate to any Committee or Committees (or any sub-committee or sub-Committee or sub-Committees) any of the powers and duties of the Board subject to the limitations on delegation contained in the Act.

VI - AMENDMENTS

ARTICLE 29: AMENDMENTS

29.1 Members may propose amendments to these By-Laws and to the Regulations provided that, subject to the Act:

(a) all proposed amendments must be submitted in writing to the Executive Director and must include the text and a reasonable description of the basis for the proposed amendments, all of which must be received by the Executive Director by no later than: (i) April 15 of the current Season (in the case of proposed amendments to be considered at an Annual General Meeting of Members); or (ii) 45 days prior to any Special Members' Meeting that is not also an Annual General Meeting of Members, or in any case, such later time as the Board may determine or approve by special resolution;

(b) all proposed amendments are subject to review by the Chair's Committee or the Commissioner's Committee (depending on whether it is policy related or operations related) and to approval by the Board prior to voting by the Members;

(c) If approved by the Board, notice of such proposed amendments, including the text of such amendments, shall where practicable be provided to the Members at least 30 days before the anticipated date of any meeting of Members at which such amendments are expected to be considered, or shorter period as the Board may determine by resolution

(d) The Executive Director shall notify all Members of changes which may be made from time to time in the By-Laws, Regulations or Policies

29.2 Subject to the Act, any amendment or change of the By-Laws (where applicable by law), Regulations or Playing Rules of Hockey Canada or the OHF shall automatically amend or change the By-Laws, Regulations or Playing Rules of the OHA

- 29.3 Any approved amendment of the Regulations shall take effect the day after the completion of the Annual General Meeting in which it was approved unless otherwise specified in the resolution approving the amendment
- 29.4 Any amendments to the By-Laws and /or Regulations which have been approved in the manner set forth in ARTICLE 29: shall not be negated by reason of any error or omission which may occur in the periodic printing of the By-Laws and/or Regulations
- 29.5 All amendments to these By-Laws will require a two thirds (2/3) majority of the Members voting at the applicable Members' Meeting.

REGULATIONS

ONTARIO HOCKEY ASSOCIATION

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REGULATIONS OF THE OHA

All revisions adopted by the Members on **June 18, 2022**

REGULATION 1: DEFINITIONS

- 1.1. **Affiliate** – means to participate as an Affiliate Player or to be selected as an Affiliate Player.
- 1.2. **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 Member Affiliation Regulations.
- 1.3. **Affiliate Team** - refers to the Team to which a Player Affiliates.
- 1.4. **Automatic Suspension** -The Suspensions incurred from game misconduct, gross misconduct or match penalties as per OHF Minimum Suspension List.
- 1.5. **Category** - A Team's level of play (i.e. Junior A, B C or Senior AAA, AA or A).
- 1.6. **CDM** - means Canadian Development Model.
- 1.7. **Club** - A hockey organization operated and controlled by an owner or group of owners or a duly elected Board of Directors, the members of which shall designate from among them the signing officers of that organization.
- 1.8. **Division** - Age groups within the OHA for competition. Example: Senior, Junior etc.
- 1.9. **Geographic Subdivision** - Includes a city, town, municipality, police village, rural area, or a zone as established by the OHA.
- 1.10. **Goaltender(s)** - a Player who is identified by the use of special and legal equipment and has privileges to prevent the puck from entering the net.
- 1.11. **HCR** - Hockey Canada Registry.
- 1.12. **HC Member** - A Geographic Subdivision of Hockey Canada empowered to conduct amateur hockey within its jurisdiction as defined by Hockey Canada by-law 9.
- 1.13. **Inter-Member** - Activity between two or more HC Members. (E.g. OHF and Hockey Nova Scotia).
- 1.14. **Maximum Number of Offers** – refers to the number of offers a Team in a Division and Category is eligible to make. The number is equal to the lesser of:
 - i. maximum number of Registrations allowed by Hockey Canada for a Team in the particular Division or
 - ii. the maximum number allowed by the OHA or League.
- 1.15. **Minor Hockey** – includes all Divisions except Junior and Senior.
- 1.16. **Official Game Report** - 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.

- 1.17. **On-Ice Officials** - refers to the Referee and/or Linesman.
- 1.18. **Minor or Off-Ice Officials** - refers to Scorekeeper, Timekeeper and Goal Judges.
- 1.19. **On-Ice Sanctioned Activity** - Refers to training, practice or game competition involving Registered Participants that are conducted within facilities used for ice hockey.
- 1.20. **Postponed Game** - A scheduled game that is not started due to reasons as determined by a Member.
- 1.21. **Player** - 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.
- 1.22. **Regional Championship** - 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.
- 1.23. **"Registration" or "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.
- 1.24. **Registered Participant** - has the meaning as scribed to such term by Hockey Canada.
- 1.25. **Release** - 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 as per Hockey Canada regulations.
- 1.26. **Roster** - means the list of active Players Registered by a Team on the HCR, excluding any Affiliate Players.
- 1.27. **Sanctioned Activity** - Activity approved by a Member, HC Member, Hockey Canada or IIHF.
- 1.28. **Supplemental Discipline** - Penalties imposed to Registered Participants in addition to minimum requirements in accordance with the powers vested in the OHF and its Members, either through a separate investigation and/or hearing.
- 1.29. **Suspension** - The loss of an individual's right to participate in Sanctioned Activities of Hockey Canada, OHF or Member.
- 1.30. **Suspended Game** - A scheduled game that is interrupted due to an act of God or other reasons as determined by a Member.
- 1.31. **Team** – a team registered for it to play in a League in a particular season or one which has taken a leave of absence in accordance with the applicable by-laws, regulations or rules of the applicable League.
- 1.32. **Team Officials** - All or any of the following persons involved in the management of a Team and includes coach, trainer, manager and any assistant coach, assistant trainer or assistant managers.
- 1.33. **Tournament** - 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).

- 1.34. **Tryout** - A Sanctioned Activity of a Team for the purpose of Player evaluation and Team selection.
- 1.35. **Volunteer** - An individual who provides services, on behalf of or at the discretion of a Registered Participant in relation to the Registered Participant's operations, without receiving monetary compensation for such services.
- 1.36. **U Sports** - Canadian Inter-University Sport
- 1.37. **NCAA** - National Collegiate Athletic Association
- 1.38. **NCCP** - National Coach Certification Program

REGULATION 2: REGISTERED PARTICIPANTS

- 2.1. Participation in OHA programming is voluntary. Registration within programming offered by the OHA or one of its Members entails acceptance by the Registered Participant, including the parents or legal guardians of any minor aged registrant of the final and binding authority of rules and decisions of the Board, adherence to and observance of the By-Laws, Regulations, Playing Rules and Policies of Hockey Canada, the OHF and the OHA and acceptance and subscription to such insurance coverage and Registered Participant registration fees as may be approved and made mandatory from time to time by the Board.

REGULATION 3: RECOURSE TO THE COURTS

- 3.1. Any recourse to the courts of any jurisdiction by, on behalf of, or for the benefit of, any Team, League or Registered Participant, prior to the exhaustion of all rights, remedies and rights of appeal under the League's and/or the OHA's articles, bylaws, rules, policies or regulations shall result in an automatic and indefinite suspension of such Member from all games and other activities under the jurisdiction of the OHA,. Any such Member shall be liable for all legal costs and disbursements incurred by the League and or the OHA in connection with defending and/or responding to any such court or other judicial action in violation of the aforementioned.
- 3.2. Any Registered Participant who has sought court action before exhausting all proper procedures of appeal will be liable for all legal costs and disbursements incurred by the OHA.
- 3.3. Until full legal costs are paid by the Registered Participant under Regulation 3.2, at the discretion of the Chair of the Board, the right to participate in the OHA will be suspended.
- 3.4. Any Team, League or Registered Participant, who having exhausted all rights, remedies and rights of appeals within the OHA, the OHF and Hockey Canada, proceeds with court or any judicial action against the OHA or any of its constituent bodies (including without limitation any League within the OHA) shall be liable for all legal costs and disbursements incurred by the OHA and its constituent bodies as

applicable should the courts rule in favor of the OHA or its constituent bodies, as the case may be.

- 3.5. The Chair of the Board may suspend any Team, League or Registered Participant who fails to pay any costs and/or disbursements described in Regulation 3.2 and 3.4 in a timely manner and in any case no later than thirty (30) days following written demand from the OHA.

REGULATION 4: FINANCIAL

- 4.1. As determined by each League, each Team or League will be responsible to collect and remit all amounts due and payable to the OHA from time to time. Each League will provide to the OHA annually as well as prior to the start of the playoffs, a list of members teams in good standing with their respective League
- 4.2. The Executive Director or the Director of Finance shall receive all monies of the OHA and arrange to deposit same in a Chartered Bank or Trust Company as selected by the Board. The Executive Director or the Director of Finance shall keep a proper set of books and accounts and pay bills
- 4.3. The Executive Director or the Director of Finance shall have signing authority on all disbursements up to and including \$1,000.00. Any disbursements exceeding \$1,000.00 shall be authorized by both the Executive Director and the Director of Finance provided the disbursements are part of the approved budget
- 4.4. The fiscal period of the Association shall be 12 month period extending from May 1st to April 30th.
- 4.5. The Secretary Treasurer / Executive Director shall arrange to have prepared the Annual Financial Statement in form and substance as required by applicable law to be approved by the Board for presentation to the Members. It shall be available for the Annual General Meeting of Members. An unaudited statement for the current fiscal period, along with projections of the next season's expenses and revenues shall be mailed to the membership at least 14 days in advance of the Annual General Meeting of Members. A budget for the following financial year shall be presented at the Annual General Meeting of Members for approval.

REGULATION 5: ENTRY OF TEAMS

- 5.1. The per player registration fee for all Junior Categories shall be in the amount of \$200 (plus HST) and the Team assessment fee shall equal \$750.00 (plus HST) annually.
- 5.2. A Player is only eligible to play once his OHA player registration fee has been paid.
- 5.3. Senior AAA Annual Team assessment will be \$4,250.00 (Plus HST).
- 5.4. Every Team competing in any League shall be a Member of the OHA.
- 5.5. Every Team intending to compete in an OHA game in any season must enter in the Category in which that Team will compete. The President and Secretary of the Team must sign each entry application and shall be personally liable to the OHA for fulfilling all of the Team's financial obligations to the OHA.
- 5.6. A Team of the OHA may charge additional player registration fees in order for

the player to participate with such Team.

REGULATION 6: TEAMS AND TEAM OFFICIALS

- 6.1. A Team shall annually, and when changes occur, ensure that the OHA is informed of the names and addresses of its President and Secretary. The latter shall be the one and only contact person to conduct the business between the office and the OHA Team concerned, unless authority in writing is received from the Secretary or President to turn this authorization over to another member of the Team, who shall then become the one and only contact person.

REGULATION 7: PERSONAL INJURY ASSISTANCE

- 7.1. Any Registered Participant may apply in writing approved by the signing officer of their Team, where applicable for assistance from the OHA and the Board of Directors will consider such application provided:
- (a) The Registered Participant has suffered a physical loss or disaster;
 - (b) The Registered Participant's Team has made a satisfactory effort to assist such Registered Participant; and
 - (c) Application or notice of application is made 90 days from the date of injury.
- 7.2. The Board of Directors shall have the power to interview applicants and or request documentary proof or other evidence in support of any claim by any applicant.
- 7.3. No application will be considered if the loss occurs as a result of having no accident insurance, since all members are expected to carry accident insurance through the year.

REGULATION 8: DISPUTE RESOLUTION APPEALS

- 8.1. Members and Registered Participants may file an appeal with the OHA. Upon receipt of the appeal in the OHA office the Executive Director will send the request to the Appeals Coordinator as outlined in the Appeals Committee Terms of Reference. The Coordinator shall determine whether the grounds cited by the appellant qualify the Appeal for a hearing.
- 8.2. Matters that may be appealed:
- (a) Any Team, League or Registered Participant of the OHA shall have the right to appeal to the OHA regarding any dispute, difference or question arising from a decision by a League where the by-law, regulation, playing rule or policy under which such decision was made expressly grants such a right of appeal. No such appeal to the OHA may be initiated, instituted or taken unless the Member or Registered Participant has exhausted all rights of appeal within the League in question.

- (b) Any Team, League or Registered Participant of the OHA shall have the right to appeal to the OHA when the League makes a ruling affecting such member and in that Member's opinion:
 - i. Such decision is in conflict with the League's by-laws, regulations, playing rules or policies;
 - ii. The initial panel committed a procedural error or failed to provide the aggrieved party a fair hearing; or
 - iii. The initial panel did not have the authority or jurisdiction to make the decision in question.
- 8.3. To appeal, a team, group, or individual must prepare the appeal in writing. The submission is to specify the decision being appealed, the grounds for appeal and the facts supporting the appeal. It is to be concise and contain numbered paragraphs.
- 8.4. The appeal shall be filed with the OHA Executive Director and be accompanied by a \$500.00 (plus HST) appeal fee.
- 8.5. Within 5 business days of an appeal being filed the Executive Director shall set a date for the hearing of the appeal. The hearing date will be no more than 15 business days after the filing date.
- 8.6. The Executive Director shall notify all parties to the appeal as soon as the hearing date is set. The notice shall inform the parties of the time, place, date and purpose of the hearing. It will also advise that if a party does not attend the hearing the appeal may proceed in the party's absence and will void entitlement to any further notice in the proceedings.
- 8.7. A party to the appeal may be represented by counsel or agent, call and examine witnesses, present arguments and submissions, conduct cross-examinations of witnesses as reasonably required for a full and fair disclosure of facts given in evidence.
- 8.8. The Appeals Coordinator in conjunction with the Executive Director shall appoint the appeal committee members who will hear the appeal.
- 8.9. The Committee:
 - a) The Appeals Committee Composition, Role of Committee Coordinator and Committee Members as well as OHA staff resource are outlined in the Terms of Reference for the Appeals Committee.
- 8.10. The hearing procedure:
 - a) the appellant's submission should deal strictly with the facts. It should outline the original circumstances, the original decision, the results of that decision and where there is error in the original decision.
 - b) one spokesman shall be allowed to complete the submission without interruption.
 - c) Committee members or other parties to the appeal may ask questions, through the Chair, once the submission is completed.
- 8.11. New Evidence:
 - a) The Committee may allow new evidence to be introduced if that evidence was not available to the appellant(s) at the time of the original hearing. Evidence that was available at the time of the original hearing, but not

introduced as evidence at the original hearing, shall not be allowed as evidence at an appeal hearing. The onus is on the introducer of new evidence to prove that the evidence was not reasonably available for the original hearing.

- 8.12. In rendering a final decision the Committee may:
- a) allow the appeal;
 - b) dismiss the appeal;
 - c) vary the decision appealed from/by:
 - i. increase or decrease fines and/or suspensions; or
 - ii. issue an order prohibiting the continuation of any matters dealt with in the appeal.
 - d) assess the whole or any part of the costs of the appeal to any party to the appeal; and/or
 - e) determine the disposition of the appeal fees.
- 8.13. The Committee shall give its oral decision not more than ten (10) days after the hearing is completed followed by a written report of their findings within thirty (30) days after the hearing is completed.
- 8.14. Appointments made to the OHA Board through the appointment rights vested in Leagues in accordance with the articles, bylaws, rules, regulations and/or policies of the OHA shall not cause or create or be deemed to cause or create the existence of a conflict of interest for any such appointee and no member may make any such allegation or assertion in that regard.
- 8.15. A member or league, including a person associated with a league, who is aggrieved by a final decision made by the Appeals Committee to suspend, expel or take other disciplinary action against a member, league or other person, including the imposition of any financial fines or penalties (each such decision being an "Appeals Committee Decision"), may appeal any Appeals Committee Decision to the OHA Board through the executive director only on the basis that:
- (a) such decision is in conflict with the articles, bylaws, rules, regulations indoor policies of the OHA;
 - (b) The Appeals Committee making the decision committed a patently unreasonable procedural error that had a material impact on the decision rendered; or
 - (c) the Appeals Committee making the decision did not have the authority or jurisdiction to make the decision.

Any appeal of an Appeals Committee Decision shall:

- a) be submitted via personal service, courier, or email from the appellant to the OHA office no later than seven days, or the first business day following, if such date falls on a Saturday, Sunday or statutory holiday, from the date the Appeals Committee Decision was sent to the

appellant.

- b) only be commenced by the submission of a completed appeal application form, signed by the appellant, containing specific reference to the Appeals Committee Decision being appealed, a concise description of the basis of the appeal not exceeding 5 pages in length. The payment of a nonrefundable fee of \$750 in cash, by money order or by cheque made payable to the OHA.

Any final decision of the OHA Board in connection with or arising from an Appeals Committee Decision so made, as to:

- a) any decision as to the outcome of a game;
- b) any decision relating to the classification of a team or league;
- c) any decision relating to the sanctioning of a tournament or one or more exhibition games;
- d) any suspension pursuant to the minimum suspension list;
- e) any suspension of fewer than 7 games; or
- f) any financial penalties and/or fines not exceeding \$100,000
- g) shall be deemed to be final and non-appealable to the OHF.

REGULATION 9: HONOURS AND AWARDS

- 9.1. From time to time, individuals in good standing with the OHA have exhibited exemplary and noteworthy performance “above and beyond” the norm. The following forms of formal recognition have been implemented by the Board. Each case will be considered on their own merit and decided by the Board
- 9.2. **Life Honouree:** The Board may from time to time determine that an individual or individuals shall be recognized as a Life Honouree for very distinctive services to OHA, such recognition being the highest honour that can be bestowed by OHA for such services. Nominations for Life Honouree recognition must be forwarded to the Chair of the Board in writing thirty (30) days prior to the Annual General Meeting of Members, with the approval of at least five (5) Directors on the nomination paper for each proposed Life Honouree. Recognition as a Life Honouree is restricted to those who have served on the Board. Life Honourees shall have the privileges as determined by the Board from time to time, except that they will not have voting privileges.
- 9.3. Current Life Members will now be referred to as Life Honourees and would not be eligible to attend Board Meetings nor would they carry any voting privileges within the OHA.
- 9.4. **Crystal Puck Awards:** This award would be in the form of an engraved puck with the crest of the OHA affixed to same, recognizing an individual’s outstanding achievement or contribution within the OHA.
- 9.5. **Gold Stick Award:** The Gold Stick is an order of merit in hockey awarded by the OHA for outstanding service to the game other than as a player. Such outstanding service must have been for a period of not less than 10 years continuous duration.

The award may be made to any person who has rendered such service to any organized hockey Association or its member clubs anywhere in the world. The award shall be authorized by the Board. The presentations of the award shall be presented by the Chair of the Board whenever possible or by his appointee. Nominations may be received by the Board from any properly constituted hockey club which is part of an organized hockey association affiliated with the IIHF. The Board is empowered to add such other conditions as are deemed necessary.

- 9.6. **B.J. Monro Memorial Award:** The B.J. Monro Memorial Award is an OHA Award presented each year to the top professional prospect in the Association.
- 9.7. **Donald Sanderson Memorial Award:** The Donald Sanderson Memorial Award for Academic Excellence and Character will be presented each year to a player in the OHA that meets the following criteria as set out by the Sanderson Family.

Donald Sanderson was known for his dedication, discipline, desire and deportment so the winners of the Donald Sanderson Memorial Award should demonstrate the same qualities and characteristics.

- I) Nominees will be required to submit a resume outlining their involvement as it relates to on ice activities, leadership, community involvement, participation in team events and academic achievements.
- II) Candidates must maintain a 75% average or higher and be attending a university or be enrolled in a university program for the following year to qualify.
- III) Each year the winner of this Award will receive a \$1,000 bursary towards their educational expenses.
- IV) The winner will be presented their award at the OHA's annual award presentation.

REGULATION 10: CHAMPIONSHIP TROPHIES

- 10.1. The OHA's Championship Trophies shall be open to competition only to Teams Registered as Members of the OHA.
- 10.2. The Executive Director of the OHA shall be the legal holder, in trust, of all Championship Trophies and Cups.
- 10.3. In each category the team winning the final playoff series shall be the OHA Champion and hold the Championship Trophy or Cup.
- 10.4. The engraving on the Cups after each Championship shall be carried out under the supervision of the Executive Director of the OHA.
- 10.5. Any team or individual winning a Championship Trophy or Cup shall be responsible for its safekeeping and will be required to post a bond in an amount satisfactory to the Executive Director of the OHA.
- 10.6. All Championship Trophies and Cups shall be returned to the OHA prior to December 31st of each year. Late returns will be reported and those responsible will be fined an amount determined by the Board of Directors.
- 10.7. The following are the Championship Trophies and Cups open to competition for the member teams of the OHA

CATEGORY	TROPHY
Senior AAA (Active)	J. Ross Robertson Cup
Junior "A" (Active)	Frank L. Buckland Trophy
Junior "B" (Active)	J.T. Sutherland Cup
Junior "C" (Active)	Clarence "Tubby" Schmalz Cup

REGULATION 11: COMPETITION

- 11.1. The Official Playing Rules of the OHA are the Playing Rules of Hockey Canada and any amendments thereof approved by the Board of the OHA under the authority granted to them by the Hockey Canada and OHF by-laws and regulations.
- 11.2. The championships of each Category shall be contested annually and decided by a series of games arranged by the respective Leagues.
- 11.3. A default shall include any one or more of the following:
 - a) all defaults provided for in the most current Hockey Canada Referees Case Book/Rule Combination
 - b) failure on the part of a winning team to advance into group or intergroup play downs.
- 11.4. Exhibition Games
 - a) Teams will be permitted to play inter-branch games only after receiving permission of the OHA.
 - b) For exhibition or tournament games between teams affiliated with Hockey Canada, USA Hockey, and the NCAA permission and travel permits shall be granted at the discretion of the OHA.
 - c) Tours outside of North America by Hockey Canada Registered Players must be arranged with the approval of the OHA, OHF and Hockey Canada.
 - d) Exhibition games with professional teams may be arranged with permission of the OHA, OHF and Hockey Canada upon such terms and conditions as may be designated by the OHA OHF and Hockey Canada.
 - e) For exhibition games with foreign teams inside Canada, refer to Hockey Canada Regulations governing International tours.
- 11.5. No Team may alter the site of its home games to the site of another Team's home games without permission of that Team.
- 11.6. Every team shall be responsible for the eligibility of all players under its jurisdiction.
- 11.7. **Security for home games remain the responsibility of the home team and the member remains accountable to ensure it is a safe environment for all participants.**

REGULATION 12: DISCIPLINE

- 12.1. Prior to the commencement of each hockey season, the Chair of the Board, shall issue to all Members a Mandatory Minimum Suspension List, containing a list of all

infractions and misconduct penalties which result in suspensions to Players and Team Officials.

- 12.2. 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.
- 12.3. It is the responsibility of each team to monitor its own suspensions and to sit out any player as required by the OHA's suspension policies.
- 12.4. Any Team Official who violates the terms of his suspension will be reported to the Chair of the Board.
- 12.5. Any Player proven guilty of falsifying his age or identity or birth certificate, residential address or the evidence in lieu thereof, shall be suspended from playing with any team in the OHA or its affiliates for a period of not less than the current season and playoffs and not more than three years from the date of his suspension.
- 12.6. Any Officer, or Executive Member of a team, proven guilty of having been a party to, or having had any knowledge of such falsification shall be suspended for a period to be determined by the OHA, from playing or holding office with any team, Club within the OHA or its divisions.
- 12.7. Any Team or Team Official or Player found guilty of allowing false information to appear on a registration certificate or who knowingly makes false representation to the OHA shall be suspended for a period to be determined by the Board of Directors.
- 12.8. In addition to Players, every Coach, Manager, Trainer, and Bench Assistant of any registered team, before being permitted to Coach, Manage or Train a Team shall also require an approved Registration by the OHA.
- 12.9. Any unregistered player whose name appears on the Referee's report for any scheduled game shall be ineligible to register with any other team during the current season, unless properly released. He shall count as one of the total number of players allowed for the team for which he competes.
- 12.10. In the event of a violation of any of the above Regulations, the Board of Directors may take any disciplinary actions dictated by the circumstances.

REGULATION 13: REFEREE ASSIGNMENTS AND FEES

- 13.1. The Board, through the Executive Director, shall appoint the game officials (referees and linesmen) as required for all OHA games for which the home team shall pay expenses.
- 13.2. All games in the OHA shall be refereed with a three (3) or four (4) official system approved by Hockey Canada.
- 13.3. The fees for officials shall be as follows: Fee Schedule amended following 2022 AGM.

Category	Referee	Linesmen
OUA	\$165.00	\$95.00 x2
Sr. AAA	\$110.00	\$70.00 x2
Jr. A	\$110.00 x2	\$70.00 x2
Jr. B	\$100.00 x2	\$70.00 x2
Jr. C	\$85.00	\$70.00 x2

There will be a scheduled review of game fees in every even numbered year (for example) 2022 – 2024 – 2026 until amended and take effect as of September 1st in those years.

- 13.4. Mileage at the rate of 52 cents per kilometer each way will be paid the referee(s) from his home to the arena. It is recommended when/where that the officials travel together when possible. No mileage will be paid to linesmen for any league or playoff game. Teams may not pay more than the recommended scale to any official. The OHA Mileage Rate Policy will be reviewed annually to reflect changes in the price of gasoline and the rate of inflation.
- 13.5. If, through misadventure or sickness, the referee or linesmen appointed are prevented from appearing, the managers or coaches of the two competing clubs shall agree on a referee and one or two linesmen, from among any Hockey Canada certified officials who may be available, and who have attained an age of at least 18 years. If they are unable to agree, the game will be re-scheduled at a time and place subject to the approval of the Executive Director.

REGULATION 14: VIDEO REVIEW

- 14.1. As a safety initiative, the intended purpose of the Video Review is not for the game to be officiated after the fact, nor to gain a competitive advantage by its use. OHA Teams may request that a play from a game be reviewed by video ONLY when:
- a) A player injury is incurred that results in lost playing (minimum 1 game). A doctor's note MUST be provided to support a video review request based on player injury which reflects lost playing time;
 - b) To relieve a player of a suspension; or
 - c) Where it is thought by the submitting Team that a Match Penalty should be enforced on an opposing player for his actions.
- 14.2. To initiate the Video Review request a Team MUST provide the OHA Office, within 48 hours of the conclusion of the game, their intention and required documentation as listed below: (please note, the opposing team must also be aware/copied on the submission).
- 14.3. During Playoffs: Video Review must be requested prior to the next game between the teams named in the review should the game be scheduled before the 48 hour time limit.
- 14.4. A rationale supporting the request for a video review.
- 14.5. A suitable video format identifying the circumstance to be reviewed.
- 14.6. Nature of injury to the player and prognosis if applicable. A doctor's note MUST

be provided to support a video review request based on player injury which reflects lost playing time.

- 14.7. The documentation and video provided by the Team, will then be provided to 3 members of the Video Review Committee (VRC). Those members shall be made up of or include current OHA Officiating Managers.
- 14.8. The 3 members of the VRC, in a timely manner, shall provide their opinion on the circumstance and shall submit a report supporting, amending, or denying the on-ice Officials assessment.
- 14.9. In all cases a Video Review each League will have one of the review panel to be appointed when the review pertains to one of the Teams in their League.
- 14.10. The OHA Staff will prepare and provide in a timely manner, both teams involved with written notification of their decision along with rationale of their decision. The final decision of the VRC is firm and binding and not open to discussion and/or appeal.
- 14.11. For a VRC decision not supporting a team's request, the administrative fee shall be \$500 + HST. If a team's request is supported by the VRC's decision there shall be no fee charged.
- 14.12. Video Reviews may NOT be requested for the following penalty codes; GM21, GRM63, GRM64, MP24 & MP25. Supplementary Discipline (Junior Supplement penalties) based on the cumulative actions of a player is not subject to the VRP.
- 14.13. Each League may opt out of the VRP. Each League must declare their intention no later than August 15 of the upcoming season

REGULATION 15: REGISTRATION

- 15.1. Hockey Canada and Ontario Hockey Federation Regulations governing Player Registration for Junior Hockey have been adopted by the Board of Directors of Hockey Canada and the Ontario Hockey Federation. In the event of a conflict between regulations, the regulation of the Hockey Canada supersedes OHF and OHA, and OHF supersedes OHA.
- 15.2. Every Player, Coach, Manager, Trainer and Bench Assistant by acceptance of registration in the OHA acknowledges the authority of the OHA and undertakes to abide by the Constitution, By- Laws, Regulations and playing Rules of the OHA.

REGULATION 16: PLAYER QUALIFICATIONS

- 16.1. Every person who is an amateur in accordance with the OHA's definition thereof who is not under suspension by the OHA or any of its Divisions or Category or by any other member of the IIHF, and is not a Registered Player of any Team under the jurisdiction of any other member of the IIHF shall be eligible to Register with a Team in the OHA.
- 16.2. The Team officials of every Team shall be responsible for representations made in respect to the eligibility of the players of the team.
- 16.3. Players participating with any college or university team in Canada or the United States after January 10th of the current season shall be ineligible for participation

- with a Hockey Canada team during that season.
- 16.4. Notwithstanding HC regulations governing professional Leagues, players, or the interpretation applied thereto, no Member Team of the OHA will be allowed to register, or if previously registered, play, any player who after January 10 has played in a game with a team in a League considered by the OHA membership to be operating as a “professional” or “semi-professional” League.
- 16.5. This interpretation will be applied to, but not limited to the following leagues. The Board will be allowed to apply the text of interpretation of this regulation to any league which might operate within a philosophy of professionalism consistent with the following Leagues, even if that league is not specifically named herein:
- a) National Hockey League
 - b) American Hockey League
 - c) **ECHL**
 - d) Central Hockey League
 - e) United Hockey League
 - f) **Southern Professional Hockey League**
 - g) Federal Hockey League
 - h) Any Team designated as professional by the IIHF

REGULATION 17: PLAYER REGISTRATIONS

- 17.1. Every player competing in the games provided by the OHA shall be a member of a Team which is a Member of the OHA and shall prior to competing in any OHA scheduled or playoff games, shall be Registered and approved in the Hockey Canada Registry for the current playing season. Once Registered as a Member of a Team a player shall remain a member of such Team until he ceases to be a Member thereof as provided in the regulations pertaining to “Release of Membership, (N)”
- 17.2. No Registration shall be accepted later than February 10th.
- 17.3. A Player may not register and play under a second registration in the same Season unless properly released from the initial registration. Violations of this provision will result in the immediate suspension of the Player.
- 17.4. A Registered player is eligible to play in OHA or inter-branch playoffs, whether or not he has participated in a league game.
- 17.5. Every player applying for Registration as a Junior for the first time shall submit proof of age satisfactory to the Member.
- 17.6. Every player registering with a Team that is subject to residential qualification restrictions shall submit the address, wherein his residence is situated.
- 17.7. Team access to the Hockey Canada Registry for the upcoming season shall not be available prior to June 1st of the upcoming season. Refer to Hockey Canada Regulation D1.
- 17.8. The OHA and its affiliated divisions will issue to all approved teams, Hockey Canada Player Registrations under the following guidelines:
- a) Senior “AAA” – not more than 45 certificates
 - b) Junior – not more than 45 certificates

- 17.9. Junior teams allowed 45 registration certificates will be permitted no more than twenty-five (25) active player registration certificates registered with the OHA at any one time prior to January 10 of each season.

REGULATION 18: 16-YEAR-OLD PLAYERS

- 18.1. Junior teams may register sixteen (16) year old players as follows:
- a) Junior A & B – 2 players if the player is a resident of the OHF Branch; and
 - b) Junior C – 1 player, according to OHF CDM Policy.
- 18.2. Eligibility for Junior hockey programs is governed by Hockey Canada and Member regulations where age, residence, import status and Release requirement restrictions may exist.

REGULATION 19: CUTDOWN DATES

- 19.1. All cutdown dates are subject to the Rules of Hockey Canada
- 19.2. On January 10, Senior Teams at the AAA level must reduce to not more than twenty-eight (28), the number of Players on their Roster.
- 19.3. A Team wishing to continue to hold title to Players registered from the previous Season must name those Players on its Roster as of the December 1 and January 10 dates, but in no case shall the total number of Players be more than the maximum number permitted on those dates.
- 19.4. If a Player's name appears on the December 1 and January 10 Rosters of a Team during the current Season without that Player having agreed to that current Season registration, he will be automatically Released from that Team as of 7:00pm EST, February 10 of that same Season.

REGULATION 20: FILING OF ACTIVE LISTS OF PLAYERS

- 20.1. Teams' HCR Rosters must meet the limits described in Regulations 19 & 20 by no later than 7:00pm EST December 1 and/or January 10 (whichever date applies). Any Team failing to meet this deadline shall be declared ineligible for further competition until the preceding outlined provisions are met. Noncompliance shall result in all Players being declared Released from the Team, under the authority and guidelines of the OHA and a fine determined by the Board of Directors from year to year.
- 20.2. Junior and Senior AAA teams which has 23 (28 in the case of Senior AAA, AA) Registered players listed on the HCR on January 10th shall not be permitted to register any further players during the current season.
- 20.3. A team, which has less than the designated number of registered players so listed may, if it has unused Player Registrations, register qualified players until the final registration date, but once all vacancies on the player roster have been filled no further changes will be permitted.
- 20.4. Registered players whose names are deleted or omitted from active player's lists as of December 1st and/or January 10th (whichever date applies) under

Regulations 19 & 20 are automatically released as of these dates and may register and play with any other team if otherwise eligible.

- 20.5. Should a player wish to re-sign with his former team, he may do so only by signing a new Player Registration.
- 20.6. Players released from OHA teams after January 10th, shall be ineligible to play with any other Hockey Canada or USA Hockey team in the current season.
- 20.7. Players returning to OHA/HC competition, released after January 10th, in the current season by any other I.I.H.F. member federation team may be registered no later than February 10th provided that registration certificate is accompanied by proper release and transfer.

REGULATION 21: TEAM OFFICIALS

- 21.1. All team officials must be registered on the Hockey Canada Registry and be qualified in accordance with policies set out by the OHA.
- 21.2. No coach will be permitted to be signed on more than one Roster within the OHA at any given time.
- 21.3. Where a certified trainer is not available on a given night for a team, it is the team's responsibility to make arrangements prior to the game with the trainer of the opposing team to tend to their players in an emergency.

REGULATION 22: PLAYER MOVEMENT AND AFFILIATIONS

- 22.1. All affiliate players (16-year-olds and older) are permitted to play 10 games as an affiliate player. Once their registered lower category team is eliminated from regular competition including playoffs, Affiliate players can play an unlimited number of games at the higher level only if they have played a minimum of 10 games with their registered lower category team. Players not meeting this requirement will be limited to 10 games only with the higher category as an affiliate.
- 22.2. 16-year-old players participating as affiliates may do so without displacing players born in the same year registered with the Junior team.
- 22.3. 16-year-old players registered with the Junior "C" program cannot participate as affiliates in a higher category of junior hockey.
- 22.4. A Player sixteen (16) years of age or older may be selected as an Affiliate Player with two of the following in the same season: (Pursuant to Hockey Canada Amendment 2018)
 - a) Major Junior Team;
 - b) Junior A Team; and
 - c) Junior B Team.
- 22.5. For Junior "A" and "B" teams 15-year-old players may participate as affiliates with a limit of five players per team, and only five games per player. Senior/Junior teams are permitted the following affiliates:
- 22.6. **Senior AAA:**
10 Affiliate Players (of whom at least 1 must be a Goalkeeper)

Affiliates may be chosen from lower Division or Category team(s) operating in the geographic subdivision in which the selecting team operates, providing that all players and teams are properly registered on the Hockey Canada Registry with the OHF.

22.7. **Junior A**

14 Affiliate Players (12 Players and at least 2 Goalkeepers)

5 Specially Affiliated Players (15 Year Olds)(No goaltender restrictions)

Affiliates may be chosen from lower Division or Category team(s) operating in the geographic subdivision in which the selecting team operates, providing that all players and teams are properly registered on the Hockey Canada Registry with the OHF.

22.8. **Junior B**

14 Affiliate Players (12 Players and at least 2 Goalkeepers)

5 Specially Affiliated Players (15 Year Olds) (No goaltender restrictions)

Affiliates may be chosen from lower Division or Category team(s) operating in the geographic subdivision in which the selecting team operates, providing that all players and teams are properly registered on the Hockey Canada Registry with the OHF.

22.9. **Junior C**

19 Affiliate Players (of at least 2 must be Goalkeepers)

Affiliates may be chosen from lower Division or Category team(s) operating in the geographic subdivision in which the selecting team operates, providing that all players and teams are properly registered on the Hockey Canada Registry with the OHF.

- 22.10. **Any Player affiliation occurring as a result of the National Junior/Under 17/Canada Winter Games/World Junior A Challenge will not count in the affiliate game total per Team.**
- 22.11. Appearance of a registered player's name on the official game report of a game shall be considered participation in the game — except in the case of a substitute goalkeeper, in which case actual participation only shall be considered towards the number of games as an affiliate player, and such participation shall be specially noted on the report.
- 22.12. No new registration certificate is required or shall be issued for players so advancing, and such players are not numbered among such higher category team's list of registered players. Such players remain members of the lower category team.
- 22.13. Minor players required to relocate to a centre closest to their home centre because there is no minor team for their level of competition within their home centre, will be permitted to affiliate with the Junior team in their home centre.
- 22.14. No player may be advanced to the higher category team while his lower category team is in competition, except with the consent of the lower category team, consistent with provisions of the CDM.
- 22.15. All Affiliations shall terminate at the end of the current Season.
- 22.16. Failure to comply with these regulations will result in suspensions of the player(s), or team(s) and/or team officials for a period to be determined by the Board of Directors.

REGULATION 23: SPECIALLY AFFILIATED PLAYERS

- 23.1. A geographic sub-division may include a city, town, municipality, rural area or zone as established from time to time by the OHA within its own jurisdiction.
- 23.2. A player is only permitted to participate as a Specially affiliated player with one OHA Junior hockey team of a higher division or category during a playing season. Prior to participation as an affiliated player, the player's name must appear on the team's affiliation list filed with the OHA.
- 23.3. A Specially Affiliated Player shall not be permitted to play for the selecting team until his Hockey Canada card has been endorsed by the Branch Executive Director as being a specially affiliated player. Such endorsement may not be given by the OHA Executive Director or his designee, before the written consent from both teams involved in the affiliation is filed with the OHA Executive Director or his designee.
- 23.4. Once a player's Hockey Canada registration has been endorsed by the OHA Executive Director or his designee as being a specially affiliated player, his name becomes part of the selecting team's list of specially affiliated players and may not be dropped from such list during the current season and replaced unless the team with which he registered releases him on or before January 10th. On January 15th, the OHA Executive Director or his designee may not endorse affiliate and specially affiliated player's registration after 7:00 PM EST. On that date, the Branch Executive director shall draw up the final list of the specially affiliated

players and file said list with Hockey Canada no later than January 25th. No player is permitted to be part of more than one (1) specially affiliated players' list at any one time during the current season.

- 23.5. An affiliated player must have the approval of his/her registered team.

REGULATION 24: IMPORTS

- 24.1. Each League will determine its regulation on Imports provided they do not contravene Hockey Canada or the OHF regulations.

REGULATION 25:TAMPERING BETWEEN LEAGUES

- 25.1. No OHA team may invite or allow to participate in its training camp, tryout sessions (formal or otherwise), or practices, nor to play in any scheduled or exhibition game, a player registered in the previous season in the same or higher category, or in the current season in any Division or category, without first having secured permission in writing from at least one of the Manager, Secretary or President of the Team with which such player was, or is, registered. Neither may any Team official of any OHA Team, nor any person employed by or providing consulting or volunteer service to such a team, communicate with such players, or with their families, guardians or representatives, in any manner intended to induce them to play for a team other than the team with which they were, or are, registered. For failure to comply with the above regulation, the responsible team shall be sanctioned. Such sanction may include any or all of the following:
- a) A fine up to five thousand (\$5000.00) dollars to the offending team, payable to the team which files the tampering charge within 30 days of notification;
 - b) The return of two (2) unused player certificates for that season by the offending team to the OHF office.
 - c) Compensation to the club that may lose a player to the offending team. The level of compensation shall be determined by the OHA Board of Directors. A minimum ten (10) game suspension (regular season or playoffs) to the head coach of the offending team;
 - d) A suspension for a period up to one (1) year to the responsible team officials of the offending team.
- 25.2. The written permission shall be a statement filed with the OHF in which the player's team is registered, which statement shall be signed by the President and Secretary or by the designated signing Officers of the team with which the player is registered.
- 25.3. The charge of tampering must be filed in accordance with the HC Appeal procedure as established by HC, if teams involved are from different branches of Hockey Canada.
- 25.4. If all teams involved are from the OHA, the charge/appeal shall be dealt with by that OHA Board or a properly constituted committee.

REGULATION 26: PLAYER DEVELOPMENT FEES/RELEASES

26.1. Current Player Development Fees

New Org.	Previous Org.	OHL	Jr. A	Jr. B	Jr. C	Minor
OHL		X	\$1500	\$1500	\$1500	\$1000
Jr. A		\$1500	X	\$1500	\$500	\$750
Jr. B		\$1500	\$1250	X	\$500	\$500
Jr. C		\$1500	\$750	\$500	X	\$400
Junior Home Community		X	X	X	X	\$100

26.2. See Details Below

- I) The Player Release is automatically granted upon receipt of the maximum dollar figure paid by the new organization to the previous organization's Member for upwards Player movement prior to the first regular season game of the Team the Player is Registered with or registering with (i.e. C to B, U18 to A).
- II) Teams can negotiate a lower development fee only for a Player who has played with the same Minor Association from U9 to their Release year. A Release is automatically granted upon receipt of the negotiated Development fee.
- III) Any and all development fees from Junior to Minor that go to the last carded Team will be divided proportionately according to years of participation with and between any and OHF Member Partners. The Development fee will be divided between the Home Centre and other Centre(s) or Zone(s) involved based on the number of seasons played for each.
- IV) A Player 18 years of age as of December 31 of the current season is Released to Junior hockey with no development fees unless there is a competitive U21 Program in the Minor Association/Club for them to play.
- V) Such local 16-year-old Players do not require a AAA Waiver in order to sign with a Junior C Team.
- VI) A Player under 18 years of age as of December 31 of the current season who played AAA hockey outside their Home Centre is subject to the development fee schedule.
- VII) The Development Fee for a Player in their last year of U18 eligibility moving from Minor to Junior in the home community is \$100. (Players from AAA Hockey refer to the Chart)
- VIII) If the development fees are paid for a Player going from Minor to Junior, no part of those fee can be requested or reimbursed in the Player returns to Minor. If the Player subsequently returns to Junior in the same or a following season, their new Junior Team is responsible for compensating the original Junior Team for the Development fee it paid to the Minor

Club/Association.

- 26.3. A player shall not require a written release under the following conditions:
- a) when the player is a member of any Branch of the permanent military forces or of the R.C.M.P. and his residence is changed.
 - b) When the player has been a full-time employee since May 1 of the previous season and is moved by his employer and continues to be employed by the same employer. Also when a player has left school at the end of the scholastic year to enter into employment for the first time thereafter, is moved by his employer and continues to be employed by the same employer.
- 26.4. Players of a team disbanding during the course of the season and who have not played since December 31st, may be permitted to play with other teams within the OHA in such manner as may be decided by the Board of Directors. No such player shall be registered after January 15th.
- 26.5. Any player of the disbanded team who had transferred from another Branch during the current season shall be automatically entitled to return to that Branch if he so desires and that Branch Executive shall grant him his re-transfer upon request.
- 26.6. The playing rights of a player released from a Junior team to either a higher or lower category Junior team shall, if that player returns to the category from which he was originally released, remain with THE LAST REGISTERED TEAM IN THAT CATEGORY, providing:
- a) The player has not been registered outside that category for 2 complete playing seasons
 - b) The team which claims his playing rights has a registration certificate available with which to sign him
- 26.7. Player must have participated in a minimum of ten (10) league games with the team that claims his rights under this rule in the same category in order for the rule to be in effect. The two previous season's games will be tallied.
- 26.8. Players released and return to sign in minor hockey are not subject to this policy.
- 26.9. Players registered in the current or previous season with an OHA Junior team, who leave to play in non-sanctioned Leagues, upon their return to OHA Junior hockey, return to their last registered OHA Junior team.
- 26.10. Players participating in non-sanctioned leagues after September 30th of the current season and wish to return to Hockey Canada participation must be reinstated by Hockey Canada in the current season and file a Hockey Canada Reinstatement Application and receive approval through appeal.
- 26.11. Players may not participate in any team participation until such time reinstatement has been granted.

REGULATION 27: TRANSFERS

NOTE: When reference is made to HC Regulations, these regulations can be found in the HC Regulation Manual.

- 27.1. The final date for filing application forms for Interbranch, U.S.A Hockey or International Transfers is February 10. Additionally, U.S.A Hockey and International Transfers are recognized to be within the scope of the OHA Regulations 29.11, 30.1, 30.2.
- 27.2. For transfer of suspended players please note HC Regulation H5.
- 27.3. All players transferred, whether Interbranch, U.S.A Transfer or International, must be signed within two weeks No team can hold a player idle. At the discretion either of the OHF or HC, failure to allow the player to participate within two weeks shall make the player eligible to sign with any other team.
- 27.4. Players so transferred (other than Non-North American players), may advance to a team of higher Division or Category of the same club, or to an affiliated team or as specially affiliated players, only if the total number of active imports on such higher Category team does not exceed the number provided for such team in any game unless special permission has been given by the OHA for the team to have additional imports under HC Regulation O14.
- 27.5. Notwithstanding the above, a player may be granted an Interbranch Transfer, U.S.A or International Transfer to play hockey if he comes under the provisions of HC Regulation H8 (c).
- 27.6. No player of First year U18 hockey or under (refer to HC B1) may be transferred from Branch to Branch, from U.S.A Hockey to HC, or from any other IIHF Federation to play other than Major Junior Hockey unless such player comes under the provisions of HC Regulation H8 (b).
- 27.7. A player transferred under OHA Regulation 28.6, if released by the Major Junior or lower category Junior team, may not register and play for any other team in that branch since the Interbranch, U.S.A Transfer or International Transfer becomes null and void as of the release date.

REGULATION 28: INTERBRANCH TRANSFERS

- 28.1. A player desiring to transfer from a team in one branch to a team in another branch, shall first obtain a release (if applicable, please review HC Section H, release from membership) from the team of which he/she is a member.
- 28.2. The application form, players registration certificate and release must be in the hands of the Branch Executive Director to which the player is transferring before the first game in which the player is to participate (a .PDF document is acceptable).
- 28.3. Within two (2) business days of receipt of such application, the Executive Director of the team's branch must apply to the other Branch concerned for an Inter-branch Transfer
- 28.4. The Branch to which such application is being made must reply to the applicant Branch with its approval or rejection of the application, within two (2) business days of receiving such application. In case of rejection, the reasons therefore must be stated.
- 28.5. Any rejection without reasons therefore, shall be deemed to be an approval of the transfer.
- 28.6. No reply within two (2) business days shall be regarded as an affirmative reply,

- and the applicant Branch shall so notify the Hockey Canada President.
- 28.7. The provisions in OHA Regulations 28.1, 28.2, 28.3, 28.4, 28.5 shall not apply from May 1 to July 31 of each year.
- 28.8. When the application for transfer has been approved and completed, a copy shall be added to the Hockey Canada Registry by the Executive Director or his/her designate requesting approval of the outgoing branch.
- 28.9. For further clarification of the Regulations regarding Interbranch transfers, it is noted that the players that qualify under exceptions listed in H8 must possess an Interbranch transfer.
- 28.10. The HC Branches shall proceed within the Interbranch Transfer process using the HC Intranet system. In cases in which the Intranet System is not able to function properly, branches shall apply the above Regulations by means of using a fax. If the problem with the system is for an extended period of time, HC and its branches will determine how to best serve the membership.
- 28.11. No player who requires an Interbranch Transfer shall participate in any game until he, or his team, or the applicant Branch is in possession of his approved Interbranch Transfer (via the Intranet system). The responsibility for enforcing this shall rest on the applicant Branch and, in the case such player has played without his approved Interbranch Transfer as herein defined, the team playing him shall automatically be suspended, shall be dealt with by the Branch and shall lose the game or games in which said player participated.

REGULATION 29: IIHF TRANSFERS

- 29.1. No player of Minor Hockey Age shall be transferred from HC to any other member of the International Ice Hockey Federation except as provided by HC Regulation H8 (b) Players that wish to transfer without their parents must make application to HC.
- 29.2. Any Registered HC Hockey player, playing for a team registered in any other Federation of the IIHF in a regular league game, shall become ineligible to participate in any HC Competition for the remainder of the current season unless he has been properly transferred and is otherwise eligible under provisions of other HC Regulations.
- 29.3. Any player who was previously registered with any other IIHF Member Federation, wishing to register with a member team of the OHA, must first obtain a U.S.A Transfer or an International transfer from the last Federation in which he was registered.
- 29.4. All transfers between other registered members of the IIHF and HC shall be governed by IIHF Transfer Regulations. See OHA Website.

REGULATION 30: USA HOCKEY TRANSFERS

- 30.1. All transfers between U.S.A Hockey and HC shall be governed by the HC /U.S.A Hockey Transfer Agreement. See OHA Website.

REGULATION 31: TRANSFER COSTS

- 31.1. Inter-branch Costs shall be as follows:
- a) Inter-branch Transfer (Branch retains \$50) – \$100 outside Ontario, - \$50 within Ontario
 - b) Players that qualify under HC Regulation H8 (b) shall not have to pay the Inter-branch Transfer Fee.
 - c) No Inter-branch Transfer fee will be charged when a player transfers back to a Branch in which he had been registered for the two consecutive seasons prior to his transferring to another Branch for one full season. This exemption is not applicable to players transferred to U.S.A Hockey and who are seeking transfer back to a HC Branch.
- 31.2. Incoming U.S.A Hockey Transfer cost shall be as follows:
- a) Incoming U.S.A Transfer (Branch retains \$50) – \$150
 - b) A player that wishes to return to HC for consecutive seasons, does not need to pay the fee, provided a U.S.A Hockey transfer renewal has been provided prior to August 1st annually.
- 31.3. International Transfer cost shall be as follows:
- a) Total cost for Incoming Transfer may be a maximum of \$2,500 Please note that in some cases the following components of the costs may not be required.
 - i. IIHF Card (generally only for players 18 years of age or over) – \$800
 - ii. HC Application Fee (Branch retains \$500) – \$1,000
 - iii. IIHF Fax approval fee (only if transfer approved by fax) – \$100
 - iv. Former Federation Transfer Fee – \$600 (some Federations may not charge or charge a reduced rate)
- 31.4. Outgoing International Transfer – \$600. The new Federation generally pays this fee. It is applicable for all outgoing transfers.

REGULATION 32: TOURNAMENTS

- 32.1. Player(s) or Team(s) Registered or Affiliated with the OHA shall not compete in any tournament or international exhibition game within the boundaries of the OHA unless the tournament / international exhibition game has been granted a sanction permit by the OHA.
- 32.2. Any OHA team(s), player(s), coaches, managers or trainers participating in unsanctioned play be subject to disciplinary action by the OHA.
- 32.3. All tournament/International Exhibition games sanction permits are granted by the OHA.
- 32.4. A sanction permit may be withdrawn from any tournament / international exhibition games that does not abide by the Rules and Regulations established by the OHA.
- 32.5. Players competing in any sanctioned tournament / international exhibition games must be registered with the club on a HC recognized players certificate and

- approved by the branch registrar. The team(s) must produce such player's registration certificates for inspection at all tournaments.
- 32.6. In tournaments where inter-branch and / or international team(s) are involved it will be the responsibility of the host branch to verify the eligibility of all teams and players entered in the tournament.
- 32.7. In inter-branch and / or international tournaments/games written proof of permission for team(s) to take part in the tournament must be filed with the OHA.
- 32.8. The OHA will appoint all officials.
- 32.9. The OHA will have the power to impose and enforce any disciplinary action against the team(s), player(s) or coaches, managers, trainers or officials of the team(s).
- 32.10. All games will be played under HC Rules plus any other special rules invoked by the OHA as being more restrictive.
- 32.11. In all OHA sanctioned tournaments / international exhibition games
- a) a sanction fee of \$100.00 (plus HST) must accompany each application.
 - b) For each inter-branch tournament / international exhibition game there shall be a minimum sanction of \$100.00 (plus HST) a \$50.00 (plus HST) fee for each team outside the host branch.
 - c) For each international tournament there shall be a minimum sanction fee of \$100.00 (plus HST) plus a \$50.00 (plus HST) fee for each team outside the host branch.
- 32.12. Application for consideration to operate a tournament must be in the OHA office at least 60 days prior to the event.
- 32.13. A list of competing teams, the tournament regulations, and a game schedule must be forwarded to the OHA office thirty (30) days prior to the start of the tournament.
- 32.14. Failure to comply with the above Regulations could mean refusal for a future tournament / international exhibition.
- 32.15. Withdrawal from a Tournament. The Manager and Coach of any team, once accepting an invitation to a Tournament, who fails to notify the Tournament Director that they cannot meet their obligation to the Tournament at least twenty-one (21) days before the commencement of the Tournament or who withdraws during the Tournament shall be subject to a fine and / or suspension as determined by the Chair of the Board.

REGULATION 33: ENCROACHMENT

- 33.1. Information related to the filing of a New Membership Application with an OHA League, the appropriate League and the Competition Sub-Committee will undertake as an initial step within their process to ensure that the members of the affected league are in majority agreement to accept the new entry. Also, the League will within a reasonable time frame, solicit comments from member teams (especially any members within a 50 KM radius) either in support or against the acceptance of the application.
- (**50KM is determined by arena to arena**)

- 33.2. In determining whether an objection filed by an existing Member team is relevant, the appropriate League will use the following as guidelines:
 - a) Evaluate the loss of potential sponsorship to the existing member team (team to provide listing of sponsors lost to the incoming team)
- 33.3. The decision of the OHA Board is final in all matters pertaining to new entries, re-categorization, and relocation of teams.
- 33.4. In situations where the numerical strength of a League is below 6 teams, the appropriate League may waive any part of the above requirement, or any other by-law or regulation to accommodate a new entry when it is deemed to be in the general best interest of the game, league, or the OHA to accept the entry.
- 33.5. An existing higher or lower OHA category team cannot unilaterally prevent a potential new team from being accepted into OHA membership, if in the view of the appropriate League, the new team will not cause the existing higher or lower category team permanent harm.
- 33.6. Where the encroachment location is outside the 50 KM radius of an existing member, the appropriate League will use the above criteria as a guideline only in reviewing the application.
- 33.7. Senior teams are not subject to this encroachment policy.
- 33.8. The Commissioner's Committee shall review the encroachment policy annually and report their recommendations to the Board no later than December 31.

TERMS OF REFERENCE

ONTARIO HOCKEY ASSOCIATION

1600 Industrial Rd. #A1

Cambridge, Ont.

N3H 4W5

(519) 622-2402

www.ohahockey.ca



Board of Directors - Board Powers and Authority

1. Board Powers and Authority

- 1.1 To oversee and be responsible for all OHA staffing
- 1.2 To determine the appointments to the OHF
- 1.3 To represent the OHA at the OHF
- 1.4 To administer and conduct the affairs of the OHA
- 1.5 To appoint (with the approval of the members) a Secretary-Treasurer of the OHA
- 1.6 To appoint (with the approval of the members) an Executive Director of the OHA
- 1.7 To call Special Member meetings when necessary or requested by 10% of the membership
- 1.8 To grant or refuse new applications for membership into the OHA. Such decision will initially require the approval of the affected league
- 1.9 To suspend, expel or take disciplinary action against a league, team or registered participant for any breach of the by-laws, Board decision or Board regulation.
- 1.10 To formulate, prescribe, alter or make rulings or decisions on matters brought to them from either the Commissioner's Committee, the Chair's Committee, the Finance Committee of the Appeals Committee
- 1.11 To formulate, prescribe, alter or amend by-laws for the governing of the OHA, which may take effect immediately and be effective until the next members meeting whereby they need to be approved to stay in effect.
- 1.12 To oversee the collection and expenditure of funds to and from the OHA
- 1.13 To authorize all major expenditures within approved budget limits.
- 1.14 To enter into agreements from time to time with organizations that will, at the discretion of the Board, be beneficial to the OHA and its members
- 1.15 To ensure that all Directors comport themselves in a manner that avoids any conflict of interest
- 1.16 To remove from office and replace any Director who
 - a) Has been convicted of any offence under the Criminal Code of Canada or any other Federal or Provincial statute containing criminal offenses or offenses involving Fraud (as the same may be amended from time to time,
 - b) has committed any act or behavior constituting moral turpitude,
 - c) has consistently failed to perform his/her duties of office or
 - d) has knowingly violated the Governing rules, by-laws or regulations of the OHA, the OHF of Hockey Canada, as the case may be.

In addition to the and without constituting a finding of violation, The Board of Directors of the OHA may suspend any Director

 - a) has been charged of any offence under the Criminal Code of Canada or any other Federal or Provincial statute containing criminal offenses or offenses involving Fraud (as the same may be amended from time to time,
 - b) has committed any act or behavior constituting moral turpitude,

- c) has consistently failed to perform his/her duties of office or
 - d) has knowingly violated the Governing rules, by-laws or regulations of the OHA, the OHF of Hockey Canada, as the case may be, while any proceeding is ongoing and has not been finally determined.
- 1.17 A Director can only be removed by the Board of Directors by a 2/3 majority vote.
 - 1.18 In the event of a Director being removed, the category to which he/she previously represented would identify a potential replacement who would follow the usual vetting by the Nomination Committee. Upon acceptance by the Board he/she would serve the remainder of the term of the displaced Director. This would not count as a full term and therefore the replacement Director would not be eligible to run for Chair until he/she had completed a full elected term.
 - 1.19 Should the Chair be replaced he/she would be eligible for election for Chair at the next AGM as an incumbent

A recommendation of any Committee is to be voted on by the Board of Directors no later than 60 days after receipt of notice of the recommendation and following appropriate consultation and consideration
 - 1.20 The quorum for an OHA Board meeting would be two-thirds (2/3). Call ins would be acceptable towards the quorum
 - 1.21 Abstention votes would not count in the tallying of votes negatively or positively. When an abstention vote is cast they are in effect only to contribute to a quorum. This is to apply to the OHA Board, OHA Committees and OHA Sub-committees
 - 1.22 Life Members would be referred to going forward as Life Honorees and would not be eligible to attend Board Meetings nor would they carry any voting privileges within the OHA.
 - 1.23 In the absence of a current OHA Committee being formed, the OHA Board would defer all responsibilities involved with the respective Committee to the Chair's Committee and provide them the ability to create an Ad-Hoc Committee to assume the responsibilities as stated in the respective Committees Terms of Reference.

2. Board of Directors Composition

- 2.1 The Chair will be elected at the AGM.
- 2.2 The Chair must have previously served at least 1 full term as a Board member (initial election an exception)
- 2.3 Each Term is for 2 years
- 2.4 The Chair can sit for a maximum of two terms (need not be consecutive)
- 2.5 After serving 2 terms the Chair may continue to serve as a Director if selected by a league
- 2.6 Any Chair replacement does not count towards the maximum of 2 terms
- 2.7 The Chair and all Directors must be Canadian citizens resident in Canada
- 2.8 The Directors will be appointed /elected by the individual leagues and ratified at the AGM
- 2.9 A Director can't be a Board Member or an employee of any of the 3 Leagues
- 2.10 Each term is for 2 years (Initial election 1 Director from each league will serve a 3 year term and 1 Director will serve a 2 year term)

- 2.11 A Director can serve unlimited terms
- 2.12 Each League will select 2 Directors and they will be ratified by the members at the AGM
- 2.13 The OHA Secretary-Treasurer will be an ex-officio member of the Board
- 2.14 The OHA Executive Director will act as the staff resource for the Board
- 2.15 Each Director should receive a stipend in the sum of \$7,500 per year with the Chair receiving \$10,000 per year. Any change in this stipend would need to be approved by the members at the AGM.

3. Role of Members

- 3.1 A Member will be defined as i) a team in good standing b) A Board of Director
- 3.2 To elect the Chair of the Board
- 3.3 To ratify the Board of Directors as presented by the Leagues
- 3.4 To ratify the Secretary-Treasurer (for each 2 year term) as presented by the Board of Directors
- 3.5 To ratify the Executive Director as presented by the Board of Directors
- 3.6 To ratify the Referee-in-Chief (for each 2 year term) as presented by the Board of Directors
- 3.7 To approve any changes to the by-laws, Regulations and playing rules
- 3.8 To approve the annual budget
- 3.9 To approve the audited financial statements
- 3.10 To approve the appointment of the auditors
- 3.11 To approve any additional members to the OHA
- 3.12 To request Special Meetings of the Members (provided 10% request such)
- 3.13 No proxy voting will be permitted
- 3.14 Eligible voters at Member meetings must be registered (maximum 3 per Member) by the Leagues with the OHA
- 3.15 No substitute voting will be permitted for Board Members
- 3.16 Members to appoint qualified representation for all Committees and Sub-Committees. Alternates are permitted for all Sub-Committees but for the Commissioner's and Chair's Committees the alternate can only be the Commissioner or the Chair of the respective league.

4. Role of OHA Staff Resource

- 4.1 Coordinate logistics for Board meetings
- 4.2 Propose agendas in cooperation with the Chair based on current issues and ongoing projects.
- 4.3 Ensure all relevant materials are made available to all Board members 1 week prior to any meeting.
- 4.4 Oversee the communications of the Board between leagues, the OHF and Hockey Canada as required.
- 4.5 Work with the Chair of the Board and the Secretary-Treasurer with any budgetary concerns.

- 4.6 Track and report on the progress of Action items.
- 4.7 To record notes from the meetings and ensure the approved notes are forwarded to the Commissioner's Committee, the Chair's Committee and the Board of Directors within 5 business days of the meeting
- 4.8 Any related tasks as required.

5. Board Meetings & Members Meetings

- 5.1 Board meetings will be held monthly
- 5.2 A quorum will be two thirds (2/3)
- 5.3 Motions will require 2/3 of those in attendance
- 5.4 Only Board members, the OHA Secretary-Treasurer, the OHA Executive Director and invited guest are to attend Board meetings
- 5.5 Each member team will carry 1 vote at members meetings
- 5.6 Board members MAY vote at members meetings (no alternate permitted)

6. Budget Preparation

- 6.1 Budget considerations are based upon the number of meetings annually, the number of members assigned to the Board as well as the initiatives of the Board. The Staff Resource in consultation with the Chair will be responsible for the development of an annual budget.
- 6.2 Budget is to be submitted to the Secretary - Treasurer by January 31 for the following year.

Chair's Committee – Policy Terms of Reference

1. COMMITTEE PURPOSES

- 1.1 To review recommendations brought forward by any / all policy sub-committees of the OHA
- 1.2 To determine feasibility of recommendations based on available resources, financial viability and overall need.
- 1.3 To provide on an Ad Hoc basis policy support to any / all operational sub-committees.
- 1.4 To provide recommendations to the OHA Board of Directors on all policy issues of any of the OHA categories.

2. COMMITTEE COMPOSITION

- 2.1 The Chair of the OHA Board shall chair the committee.
- 2.2 The Chair of the OJHL, the GOJHL and the PJHL
- 2.3 Staff Resource as required (non-voting)

3. ROLE OF THE COMMITTEE CHAIR

- 3.1 To establish the agenda with Staff Resource based on input from the various category Chairs.
- 3.2 To facilitate discussion between the Committee members.
- 3.3 To meet with the Committee Members individually or together, in person or by any other means available, with a view to achieving resolution on agenda items.
- 3.4 To provide progress updates and reports to the Board.
- 3.5 To work with the Staff Resource to ensure that action items are completed.
- 3.6 To disclose any conflict of interest that the Committee Chair may have.
- 3.7 To bring motions to the OHA Board of Directors to have then approved or sent back to sub-committee for further information and clarification.

4. ROLE OF COMMITTEE MEMBERS

- 4.1 To openly and in good faith work diligently towards achievement of the Committee purposes as set out in Section 1 above.
- 4.2 To bring forward and disclose material facts, information and documents to each other and to the Chair that is pertinent to the topics of discussion.

5. ROLE OF OHA STAFF RESOURCE

- 5.1 Coordinate Committee meetings and necessary activities.
- 5.2 Propose agendas in cooperation with the Chair based on current issues and ongoing projects.
- 5.3 Ensure all relevant materials are made available to all Committee members 1 week prior to any meeting.
- 5.4 Oversee the communications of the Committee between leagues, the OHF and Hockey

Canada as required.

- 5.5 Work with the Committee Chair with any budgetary concerns.
- 5.6 Track and report on the progress of Action items.
- 5.7 To record notes from the meetings and ensure the approved notes are forwarded to the Commissioner's Committee, the Chair's Committee and the Board of Directors within 5 business days of the meeting
- 5.8 To compile such data and information as the Committee may request from time to time for purposes of evaluating the policies of the OHA.

6. COMMITTEE MEETINGS AND AGENDAS

- 6.1 To meet monthly either in person or via conference call.
- 6.2 Further meetings are at the discretion of the Committee Chair as long as within budget.
- 6.3 Further meetings outside of budget may be requested to the Chair of the Board by the Committee Chair.
- 6.4 A quorum will be 100% attendance
- 6.5 Motions require 2/3 majority approval

7. BUDGET PREPARATION

- 7.1 Budget considerations are based upon the number of meetings annually, the number of members assigned to the Committee as well as the initiatives of the Committee. The Staff Resource in consultation with the Committee Chair will be responsible for the development of an annual budget.
- 7.2 Budget is to be submitted to the Manager, Finance by January 31 for the following year.

Governance/Constitution/Nomination Sub-Committee – Policy Terms of Reference

1. COMMITTEE PURPOSES

- 1.1 To continue to review and amend as required the OHA Governance including the necessary by-law amendments required. To provide independent review of all potential OHA Board of Directors nominations (including the position of Chair).
- 1.2 To continue to monitor the effectiveness of the Board and its individual members and to recommend additional Board members.

2. COMMITTEE COMPOSITION

- 2.1 The Chair of the Committee will be a Director appointed by a majority support of the Board.
- 2.2 Each category / league will appoint / elect 1 representative who are not an employee of the category / league or a member of their executive.

3. ROLE OF COMMITTEE CHAIR

- 3.1 To call meetings
- 3.2 To report any Governance issues and or Nomination issues identified by the committee to the Chair's Committee.
- 3.3 Does not have a vote

4. ROLE OF COMMITTEE MEMBERS

- 4.1 To continue to review current Governance Model
- 4.2 To identify any recommended amendments to the Governance model
- 4.3 To review any nominations for the Board of Directors (including the Chair) and report to the Chair's Committee.

5. ROLE OF OHA STAFF RESOURCE

- 5.1 The Executive Director of the OHA shall act as the staff resource person.
 - 5.2 Coordinate Committee meetings and necessary activities.
 - 5.3 Propose agendas in cooperation with the Chair based on current issues and ongoing projects.
 - 5.4 Ensure all relevant materials are made available to all Committee members 1 week prior to any meeting.
 - 5.5 Oversee the communications of the Committee between leagues, the OHF and Hockey Canada as required.
 - 5.6 Work with the Committee Chair with any budgetary concerns.
 - 5.7 Track and report on the progress of Action items.
- To record notes from the meetings and ensure the approved notes are forwarded to the Commissioner's Committee, the Chair's Committee and the Board of Directors within 5 business days of the meeting.

6. COMMITTEE MEETINGS AND AGENDAS

- 6.1 To meet a minimum of two times (2) during the hockey season.
- 6.2 Additional meetings are at the discretion of the Chair and its members as long as it is within budget. Additional meetings outside of the budget may be requested by the Chair to the OHA Board of Directors.
- 6.3 Minutes, recommendations and action items are to be sent to all Committee members no later than 2 weeks prior to Committee meetings
- 6.4 Each member of the committee shall have 1 vote.
- 6.5 Quorum will be 2/3 of voting members
- 6.6 Motions will require 2/3 approval

7. BUDGET PREPARATION

- 7.1 Budget considerations are based upon the number of meetings annually, the number of members assigned to the Committee as well as the initiatives of the Committee. The Staff Resource in consultation with the Committee Chair will be responsible for the development of an annual budget.
- 7.2 Budget is to be submitted to the Manager, Finance by January 31 for the following year.

Strategic Planning Sub-Committee - Policy Terms of Reference

1. COMMITTEE PURPOSES

- 1.1 To evaluate the current Mission and Value Statement of the OHA. To develop a concrete plan and process to enhance the “Value Add” of the OHA to its categories/leagues, players and other stakeholders.
- 1.2 Measure progress on any initiatives and recommendations implemented

2. COMMITTEE COMPOSITION

- 2.1 The Chair of the Board with the majority support of the OHA Board will appoint a current Board of Director as Chair
- 2.2 Each OHA category will appoint/elect 2 representatives.

3. ROLE OF COMMITTEE CHAIR

- 3.1 To call meetings
- 3.2 To carry forward recommendations / initiatives to the Chair’s Committee.

4. ROLE OF COMMITTEE MEMBERS

- 4.1 Make recommendations and/or create initiatives to the Chair’s Committee.
- 4.2 Evaluate current Mission Statement and Value proposition of the OHA and determine its value to the categories/leagues, players and other stakeholders.
- 4.3 Develop strategies and initiatives to further develop the value of the OHA
- 4.4 Determine feasibility of recommendations and/or initiatives.
- 4.5 Identify Critical Success Factors for the organization.

5. ROLE OF OHA STAFF RESOURCE

- 5.1 To assist committee members in any research required as well as documenting recommendations for review by the Chair’s Committee.
- 5.2 Coordinate Committee meetings and necessary activities.
- 5.3 Propose agendas in cooperation with the Chair based on current issues and ongoing projects.
- 5.4 Ensure all relevant materials are made available to all Committee members 1 week prior to any meeting.
- 5.5 Oversee the communications of the Committee between leagues, the OHF and Hockey Canada as required.
- 5.6 Work with the Committee Chair with any budgetary concerns.
- 5.7 Track and report on the progress of Action items.
- 5.8 To record notes from the meetings and ensure the approved notes are forwarded to the Commissioner’s Committee, the Chair’s Committee and the Board of Directors within 5 business days of the meeting.

6. COMMITTEE MEETINGS AND AGENDAS

- 6.1 To meet a minimum of two times (2) per year.
- 6.2 Further meetings are at the discretion of the Committee Chair as long as within budget.
- 6.3 Further meetings outside of budget may be requested to the Chair of the Board by the Committee Chair.
- 6.4 Quorum will be 50%+1
- 6.5 Motions will require 50%+1 for approval

7. BUDGET PREPARATION

- 7.1 Budget considerations are based upon the number of meetings annually, the number of members assigned to the Committee as well as the initiatives of the Committee. The Staff Resource in consultation with the Committee Chair will be responsible for the development of an annual budget.
- 7.2 Budget is to be submitted to the Manager, Finance by January 31 for the following year.

Audit / Risk Management Sub-Committee - Policy Terms of Reference

1. COMMITTEE PURPOSES

- 1.1 To oversee OHA audit process and ensure that OHA staff are providing the cooperation of management.
- 1.2 To develop a state-of-the-art Risk Management process for the OHA

2. COMMITTEE COMPOSITION

- 2.1 The Chair of the Board with the majority support of the OHA Board will appoint a current Board of Director as Chair
- 2.2 Each category / league will appoint / a representative who possess some of the following skills: financial, insurance, legal, law enforcement, IT, certified Risk Management personnel as well as previous experience in Risk Management.

3. ROLE OF COMMITTEE CHAIR

- 3.1 The Chair will work to oversee the financial reporting process, the selection of the auditor and be the recipient of the audit results.
- 3.2 Work with the OHF Staff resource on matters related to the Risk Management Committee including any financial matters relating to Risk Management

4. ROLE OF COMMITTEE MEMBERS

- 4.1 To act as a conduit between the OHA Board and the auditors.
- 4.2 To verse the financial reporting and disclosure from the auditors
- 4.3 Receive the audit engagement and take direct responsibility for appointing, compensating and overseeing the audit
- 4.4 Be accountable to make sure recommendations made by the independent auditors are implemented
- 4.5 Review the report and make recommendations to the Board of Directors
- 4.6 Report to the committee activities, initiatives and issues of the categories/leagues related to Risk Management.
- 4.7 Evaluate current practice and policy and identify areas of concern
- 4.8 Make recommendations for policy implementation, based on research and data, to the Chair's Committee
- 4.9 To ensure adequacy of insurance, including Directors and Officers liability insurance
- 4.10 To establish a business continuity plan in the event of a catastrophe such as fire or major power outage
- 4.11 To ensure data security, including offsite backups and confidential information
- 4.12 Establish controls over online banking, investment policy with respect to surplus funds and control over cash donations
- 4.13 A quorum will be 2/3 attendance

- 4.14 Motions require 2/3 majority

5. ROLE OF OHA STAFF RESOURCE

- 5.1 The staff person will work as a conduit between the Chair and the Auditors.
- 5.2 Coordinate Committee meetings and necessary activities.
- 5.3 Propose agendas in cooperation with the Chair based on current issues and ongoing projects.
- 5.4 Ensure all relevant materials are made available to all Committee members 1 week prior to any meeting.
- 5.5 Oversee the communications of the Committee between leagues, the OHF and Hockey Canada as required.
- 5.6 Work with the Committee Chair with any budgetary concerns.
- 5.7 Track and report on the progress of Action items.
- 5.8 To record notes from the meetings and ensure the approved notes are forwarded to the Commissioner's Committee, the Chair's Committee and the Board of Directors within 5 business days of the meeting
- 5.9 Coordinate communication between OHA and its categories/leagues and Hockey Canada
- 5.10 Notify the OHF of potential claims as they are identified.

6. COMMITTEE MEETINGS AND AGENDAS

- 6.1 Report cases of conduct, harassment and/or abuse to the OHF
- 6.2 To meet a minimum of three (3) during the hockey season.
- 6.3 Additional meetings are at the discretion of the Chair and its members as long as it is within budget. Additional meetings outside of the budget may be requested by the Chair to the OHA Board of Directors.
- 6.4 Minutes, recommendations and action items are to be sent to all Committee members no later than 2 weeks prior to Committee meetings
- 6.5 Each member of the committee shall have 1 vote.

7. BUDGET PREPARATION

- 7.1 Budget considerations are based upon the number of meetings annually, the number of members assigned to the Committee as well as the initiatives of the Committee. The Staff Resource in consultation with the Committee Chair will be responsible for the development of an annual budget.
- 7.2 Budget is to be submitted to the Manager, Finance by January 31 for the following year.

Commissioners Committee - Operational Terms of Reference

1. COMMITTEE PURPOSES

- 1.1 To review recommendations brought forward by any / all operations sub -committees of the OHA
- 1.2 To determine feasibility of recommendations based on available resources, financial viability and overall need.
- 1.3 To provide on an Ad Hoc basis operational support to any / all policy committees.
- 1.4 To provide recommendations to the OHA Board of Directors on all operational issues of any of the OHA categories.

2. COMMITTEE COMPOSITION

- 2.1 The Executive Director of the OHA shall chair the committee.
- 2.2 The Commissioner of the OJHL, the GOJHL and the PJHL.
- 2.3 Staff Resource as required (non-voting)

3. ROLE OF THE COMMITTEE CHAIR

- 3.1 To establish the agenda with Staff Resource based on input from the various category commissioners.
- 3.2 To facilitate discussion between the Committee members.
- 3.3 To meet with the Committee Members individually or together, in person or by any other means available, with a view to achieving resolution on agenda items.
- 3.4 To provide progress updates and reports to the Board.
- 3.5 To work with the Staff Resource to ensure that action items are completed.
- 3.6 To disclose any conflict of interest that the Committee Chair may have.
- 3.7 To bring motions to the OHA Board of Directors to have them approved or sent back to sub-committee for further information and clarification

4. ROLE OF COMMITTEE MEMBERS

- 4.1 To openly and in good faith work diligently towards achievement of the Committee purposes as set out in Section 1 above.
- 4.2 To bring forward and disclose material facts, information and documents to each other and to the Chair that is pertinent to the topics of discussion.
- 4.3 Quorum is 100% attendance
- 4.4 Motions require 2/3 majority approval

5. ROLE OF OHF STAFF RESOURCE

- 5.1 Coordinate Committee meetings and necessary activities.
- 5.2 Propose agendas in cooperation with the Chair based on current issues and ongoing projects.
- 5.3 Ensure all relevant materials are made available to all Committee members 1 week prior to any meeting.

- 5.4 Oversee the communications of the Committee between leagues, the OHF and Hockey Canada as required.
- 5.5 Work with the Committee Chair with any budgetary concerns.
- 5.6 Track and report on the progress of Action items.
- 5.7 To record notes from the meetings and ensure the approved notes are forwarded to the Commissioner's Committee, the Chair's Committee and the Board of Directors within 5 business days of the meeting
- 5.8 To compile such data and information as the Committee may request from time to time for purposes of evaluating the operation of the OHA.

6. COMMITTEE MEETINGS AND AGENDAS

- 6.1 To meet monthly either in person or via conference call.
- 6.2 Further meetings are at the discretion of the Committee Chair as long as within budget.
- 6.3 Further meetings outside of budget may be requested to the Chair of the Board by the Committee Chair.
- 6.4 A quorum is 2 / 3 members attendance
- 6.5 Motions require 2/3 majority approval

7. BUDGET PREPARATION

- 7.1 Budget considerations are based upon the number of meetings annually, the number of members assigned to the Committee as well as the initiatives of the Committee. The Staff Resource in consultation with the Committee Chair will be responsible for the development of an annual budget.
- 7.2 Budget is to be submitted to the Manager, Finance by January 31 for the following year.

Officiating Sub-Committee - Operational Terms of Reference

1. COMMITTEE PURPOSES

- 1.1 To evaluate, develop and oversee the overall officiating program for the OHA.
- 1.2 To have the officiating program of the OHA be the **best officiating program in Canada**.
- 1.3 To review and evaluate the financial aspects of the officiating program.
- 1.4 Review officiating program recommendations from the Commissioners Committee

2. COMMITTEE COMPOSITION

- 2.1 The OHA Referee in Chief will be the Chair of the committee.
- 2.2 Each OHA category will appoint / elect one representative

3. ROLE OF COMMITTEE CHAIR

- 3.1 Work with staff resources on matters relating to the Committee
- 3.2 Evaluate and propose initiatives to the committee.
- 3.3 Call and conduct meetings of the committee
- 3.4 Report recommendations of the committee to the Commissioners Committee.

4. ROLE OF COMMITTEE MEMBERS

- 4.1 Develop yearly operational plan for development of the officiating program as part of the overall Operational plan.
- 4.2 Develop yearly Operational / Implementation plans for the various categories on programs approved by the OHF and Hockey Canada.
- 4.3 Report any items, activities and initiatives within their categories to the Committee for discussion and consideration.
- 4.4 Evaluate current situations in officiating and officiating development and bring to committee for review.
- 4.5 Initiate programs to improve the development of officiating across all leagues
- 4.6 Approve the budget proposed by the Committee Chair and staff resource
- 4.7 Quorum for this sub-committee will be 50%+1
- 4.8 Motions will require 50%+1 approval.

5. ROLE OF OHA STAFF RESOURCE

- 5.1 Coordinate Committee meetings and necessary activities.
- 5.2 Propose agendas in cooperation with the Chair based on current issues and ongoing projects.
- 5.3 Ensure all relevant materials are made available to all Committee members 1 week prior to any meeting.
- 5.4 Oversee the communications of the Committee between leagues, the OHF and Hockey Canada as required.

- 5.5 Work with the Committee Chair with any budgetary concerns.
- 5.6 Track and report on the progress of Action items.
- 5.7 To record notes from the meetings and ensure the approved notes are forwarded to the Commissioner's Committee, the Chair's Committee and the Board of Directors within 5 business days of the meeting

6. COMMITTEE MEETINGS AND AGENDAS

- 6.1 To meet a minimum of bi-monthly during the hockey season.
- 6.2 Additional meetings are at the discretion of the Chair and its members as long as it is within budget. Additional meetings outside of the budget may be requested by the Chair to the OHA Board of Directors.
- 6.3 Minutes, recommendations and action items are to be sent to all Committee members no later than 2 weeks prior to Committee meetings
- 6.4 Each member of the committee shall have 1 vote.

7. BUDGET PREPARATION

- 7.1 Budget considerations are based upon the number of meetings annually, the number of members assigned to the Committee as well as the initiatives of the Committee. The Staff Resource in consultation with the Committee Chair will be responsible for the development of an annual budget.
- 7.2 Budget is to be submitted to the Manager, Finance by January 31 for the following year.

Competition / Development Sub-Committee - Operational Terms of Reference

1. COMMITTEE PURPOSES

- 1.1 To discuss and review all the aspects of the game for each category and make recommendations that focus on ensuring a level playing field offered by the various categories / leagues.
- 1.2 To discuss and review all aspects of the development of team support staff such as coaches, trainers, administrators etc. and develop the required programming, training and education.

2. COMMITTEE COMPOSITION

- 2.1 The Chair of the Board with the majority support of the OHA Board will appoint a current Board of Director as Chair
- 2.2 Each category / league will appoint / elect 2 representatives who possess direct and recent knowledge of the game and its playing rules, such as, but not limited to:
 - Coaches
 - General Managers
 - Team officials / Referees
 - Trainers
 - Former players

3. ROLE OF COMMITTEE CHAIR

- 3.1 Report any items, activities, initiatives and recommendations to the Commissioners Committee.
- 3.2 Remain current with hockey issues and concerns affecting all OHA categories / leagues.
- 3.3 Propose initiatives to the Committee
- 3.4 Call and conduct meetings of the committee

4. ROLE OF COMMITTEE MEMBERS

- 4.1 To recommend amendments to the playing rules that will enhance the playing experience as well as the overall operations of the categories / leagues.
- 4.2 To have a current understanding of the rules of the various categories / leagues.
- 4.3 To be visible and in attendance at games in the category / league that you are representing.
- 4.4 Quorum will be 50% +1
- 4.5 Motions will require 50%+1 approval

5. ROLE OF OHA STAFF RESOURCE

- 5.1 Coordinate Committee meetings and necessary activities.
- 5.2 Propose agendas in cooperation with the Chair based on current issues and ongoing projects.
- 5.3 Ensure all relevant materials are made available to all Committee members 1 week prior to any meeting.
- 5.4 Oversee the communications of the Committee between leagues, the OHF and Hockey Canada as required.
- 5.5 Work with the Committee Chair with any budgetary concerns.
- 5.6 Track and report on the progress of Action items.
- 5.7 To record notes from the meetings and ensure the approved notes are forwarded to the Commissioner's Committee, the Chair's Committee and the Board of Directors within 5 business days of the meeting.

6. COMMITTEE MEETINGS AND AGENDAS

- 6.1 To meet a minimum of bi-monthly during the hockey season.
- 6.2 Additional meetings are at the discretion of the Chair and its members as long as it is within budget. Additional meetings outside of the budget may be requested by the Chair to the OHA Board of Directors.
- 6.3 Minutes, recommendations and action items are to be sent to all Committee members no later than 2 weeks prior to Committee meetings
- 6.4 Each member of the committee shall have 1 vote.

7. BUDGET PREPARATION

- 7.1 Budget considerations are based upon the number of meetings annually, the number of members assigned to the Committee as well as the initiatives of the Committee. The Staff Resource in consultation with the Committee Chair will be responsible for the development of an annual budget.
- 7.2 Budget is to be submitted to the Manager, Finance by January 31 for the following year.

Appeals Panel - Operational Terms of Reference

1. COMMITTEE PURPOSES

- 1.1 To hear appeals from any of the OHA members as outlined below
- 1.2 Any **Team, League or Registered Participant** of the OHA shall have the right to appeal to the OHA regarding any dispute, difference or question arising from a decision by a [league] where the bylaw, regulation, playing rule or policy under which such decision was made expressly grants such a right of appeal. No such appeal to the OHA may be initiated, instituted or taken unless and until the member has exhausted all rights of appeal within the [league] in question.
- 1.3 Any **Team, League or Registered Participant** of the OHA shall have the right to appeal to the OHA when the (league) makes a ruling affecting such (member) and, in that members opinion:
 - i) Such decision is in conflict with the (league's) articles, bylaws, rules, policies or regulations
 - ii) The **initial panel** committed a procedural error or failed to provide the aggrieved (member) with a fair hearing or
 - iii) The **initial panel** did not have the authority or jurisdiction to make the decision in question.
- 1.4 Any recourse to the courts of any jurisdiction by, on behalf of, or for the benefit of, any **Team, League or Registered Participant**, prior to the exhaustion of all rights, remedies and rights of appeal under the [league's] and/or the OHA's articles, bylaws, rules, policies or regulations shall result in an automatic and indefinite suspension of such [member] from all games and other activities under the jurisdiction of the OHA. Any such [member] shall be liable for all legal costs and disbursements incurred by the [league and/or the OHA] in connection with defending and/or responding to any such court or other judicial action in violation of the aforementioned.
- 1.5 Any **Team, League or Registered Participant** who, having exhausted all rights, remedies and rights of appeal within the OHA, proceeds with court or any other judicial action against the OHA or any of its constituent bodies (including, without limitation, any league within the OHA) shall be liable for all legal costs and disbursements incurred by the OHA and its constituent bodies as applicable should the courts rule in favour of the OHA or its constituent bodies, as the case may be.
- 1.6 The (Chair of the Board/entire Board of Directors of the OHA) may suspend any **Team, League or Registered Participant** who fails to pay any costs and/or disbursements described in (insert reference to the provisions above in a timely manner and in any case no later than thirty (30) days following written demand from the OHA.

2. COMMITTEE COMPOSITION

- 2.1 The Chair of the Board with the majority support of the OHA Board will appoint an Appeal Coordinator and Vice Coordinator.
- 2.2 Each OHA category must submit three (3) individuals.
- 2.3 The OHA Board of Directors will confirm the individuals submitted as the panel.
- 2.4 The Appeals Chair or Vice Chair will assign individuals to Chair and preside at Appeals based on expertise, hockey program knowledge and availability.

- 2.5 Each panel selected will have 3 members (one of whom will act as Chair)

3. ROLE OF COMMITTEE COORDINATOR / VICE COORDINATOR

- 3.1 The Coordinator or Vice Coordinator of the Appeals Committee shall be any person appointed by the Chair of the Board of the OHA with the majority support of the OHA Board who has had no membership, executive status or interest in any OHA category or league of the OHA for two (2) years immediately prior to such person's nomination
- 3.2 In the absence of the Coordinator, the Vice Coordinator shall act as the temporary Coordinator.
- 3.3 In the absence of the Coordinator and the Vice Coordinator the OHA Executive Director shall act as the temporary Coordinator
- 3.4 The Coordinator shall determine whether the grounds cited by the appellant qualify the Appeal for a hearing pursuant to the OHA Appeal regulation.

4. ROLE OF COMMITTEE MEMBERS

- 4.1 The Appeals committee shall hear and determine all matters qualified by the Coordinator, and shall hear any matter referred to it pursuant to the Appeal Regulation.
- 4.2 Subject to the Appeal Regulation, the Appeals committee shall sit in panels of three (3) as needed and a decision of a majority of a panel shall be final and binding.
- 4.3 Appeal Committee members are required to comply with the Appeal Regulation in conducting a hearing.
- 4.4 Should a person appointed to the Appeals Committee have or have had any position or active role in a category, or any team thereof, in any of the current or previous season, such person shall not be eligible to participate as a panel members in any appeal in which such category has an interest.

5. ROLE OF OHA STAFF RESOURCE

- 5.1 To record notes from the meetings and ensure the approved notes are forwarded to the Commissioner's Committee, the Chair's Committee and the Board of Directors within 5 business days of the meeting
- 5.2 To receive Appeal applications.
- 5.3 To process applications and ensure compliance with Appeal Regulation.
- 5.4 To coordinate communications between the parties of the application and when necessary to communicate hearing outcome.
- 5.5 To coordinate Appeal Committee composition for hearings.
- 5.6 Any related tasks as required

6. COMMITTEE MEETINGS AND AGENDAS

- 6.1 Hearings are held on an as needed basis with the agenda established by the Coordinator or the Board of Directors in accordance with the Appeal Regulation.

7. BUDGET PREPARATION

- 7.1 Budget considerations are based upon the number of meetings annually, the number of members assigned to the Committee as well as the initiatives of the Committee. The Staff Resource in consultation with the Committee Chair will be responsible for the development of an annual budget.
- 7.2 Budget is to be submitted to the Manager, Finance by January 31 for the following year.

Finance Committee - Terms of Reference

1. COMMITTEE PURPOSES

- 1.1 To oversee the OHA finances
- 1.2 To provide recommendations for accounting procedures and financial reporting to the OHA Board of Directors and to review reports before presentation to the OHA Board of Directors
- 1.3 To provide recommendations for the agenda and format to present annual financial statements and comparisons to budget to the Members during the year at the AGM and to review the reports before presentation to the members.

2. COMMITTEE COMPOSITION

- 2.1 The Chair will be the Secretary-Treasurer of the OHA.
- 2.2 Each category / league will appoint / a representative who possess either a professional financial designation or extensive financial experience.

3. ROLE OF COMMITTEE CHAIR

- 3.1 The Chair will be a signing officer of the OHA.
- 3.2 Shall authorize payment of accounts
- 3.3 Shall ensure that the financial records of the OHA and minutes of the Finance Committee are current
- 3.4 Shall prepare monthly financial statements and comparisons to budget and present to the OHA Board of Directors
- 3.5 Shall present the annual budget and audited financial statements to the OHA Board of Directors for approval and to the Members at the AGM.

4. ROLE OF COMMITTEE MEMBERS

- 4.1 Shall review the finances and expenditures of the OHA and recommend to the Board of Directors any course of action which the Committee may deem advisable.
- 4.2 Shall prepare and submit for approval by the Board of Directors a budget that discloses the anticipated revenues and proposed operating expenses of the OHA for the next year.
- 4.3 Shall prepare and present to the Board of Directors any matters involving the financial affairs of the OHA for which provision has not been made in the approved budget.
- 4.4 Shall be empowered to carry out any decisions that are within the approved budget of the OHA or are approved by the Board of Directors.
- 4.5 Quorum will be 50%+1
- 4.6 Motions will require 50%+1 approval

5. ROLE OF OHA STAFF RESOURCE

- 5.1 Assist the Chair in any way necessary to prepare the OHA monthly financial statements for review by the Finance Committee and for presentation to the OHA Board of Directors

- 5.2 To attend Finance Committee meetings and answer any questions or provide information as requested by the Chair
- 5.3 To bring to the attention of the Finance Committee any Members that have not fulfilled their financial obligations to the OHA within the required timelines
- 5.4 Facilitate annual audit
- 5.5 Assist in preparation of annual of annual OHA budget
- 5.6 Coordinate Committee meetings and necessary activities.
- 5.7 Propose agendas in cooperation with the Chair based on current issues and ongoing projects.
- 5.8 Ensure all relevant materials are made available to all Committee members 1 week prior to any meeting.
- 5.9 Oversee the communications of the Committee between leagues, the OHF and Hockey Canada as required.
- 5.10 Work with the Committee Chair with any budgetary concerns.
- 5.11 Track and report on the progress of Action items.
- 5.12 To record notes from the meetings and ensure the approved notes are forwarded to the Commissioner's Committee, the Chair's Committee and the Board of Directors within 5 business days of the meeting

6. COMMITTEE MEETINGS AND AGENDAS

- 6.1 To meet monthly either in person or via conference call.
- 6.2 Additional meetings are at the discretion of the Chair and its members as long as it is within budget. Additional meetings outside of the budget may be requested by the Chair to the OHA Board of Directors.
- 6.3 Minutes, recommendations and action items are to be sent to all Committee members no later than 2 weeks prior to Committee meetings
- 6.4 Each member of the committee shall have 1 vote.

7. BUDGET PREPARATION

- 7.1 Budget considerations are based upon the number of meetings annually, the number of members assigned to the Committee as well as the initiatives of the Committee. The Staff Resource in consultation with the Committee Chair will be responsible for the development of an annual budget.
- 7.2 Budget is to be submitted to the Board of Directors at the first meeting after January 31st.

Human Resources Sub-Committee – Policy Terms of Reference

1. COMMITTEE PURPOSES

- 1.1 To oversee all OHA staff including hiring, termination, evaluation and compensation.

2. COMMITTEE COMPOSITION

- 2.1 The Chair of the OHA Board shall act as the Chair.
- 2.2 The Chair of the Board with the majority support of the OHA Board will appoint 2 current Board of Directors
- 2.3 The Secretary – Treasurer will be an ex-officio member

3. ROLE OF COMMITTEE CHAIR

- 3.1 To call meetings
- 3.2 To report staff updates to the OHA Board of Directors as required.

4. ROLE OF COMMITTEE MEMBERS

- 4.1 Make recommendations to the Board for the hiring and termination of the Executive Director.
- 4.2 Make recommendations to the Board on any hiring / termination of office staff based on the recommendation of the Executive Director.
- 4.3 Develop and update job description of the Executive Director.
- 4.4 Develop and update job descriptions for all staff in cooperation with the Executive Director
- 4.5 Conduct ongoing review of office structure including the number of staff and volunteer.
- 4.6 Make recommendations to the Finance Committee as to annual compensation budgets
- 4.7 Make recommendations to the Board in consultation with the Finance Committee as to compensation for each Office Staff, including the Executive Director.
- 4.8 A quorum is 100% attendance
- 4.9 Motions require a 2/3 majority

5. ROLE OF OHA STAFF RESOURCE

- 5.1 The Executive Director of the OHA shall act as the staff resource person and will make recommendations relating to hiring, compensation and termination of Office Staff.
- 5.2 Coordinate Committee meetings and necessary activities.
- 5.3 Propose agendas in cooperation with the Chair based on current issues and ongoing projects.
- 5.4 Ensure all relevant materials are made available to all Committee members 1 week prior to any meeting.
- 5.5 Oversee the communications of the Committee between leagues, the OHF and Hockey Canada as required.
- 5.6 Work with the Committee Chair with any budgetary concerns.
- 5.7 Track and report on the progress of Action items.

- 5.8 To record notes from the meetings and ensure the approved notes are forwarded to the Commissioner's Committee, the Chair's Committee and the Board of Directors within 5 business days of the meeting.

6. COMMITTEE MEETINGS AND AGENDAS

- 6.1 To meet a minimum of two times (2) per year.
- 6.2 Additional meetings are to be held whenever any changes in employment status of Office Staff occur.

7. BUDGET PREPARATION

- 7.1 Budget considerations are based upon the number of meetings annually, the number of members assigned to the Committee as well as the initiatives of the Committee. The Staff Resource in consultation with the Committee Chair will be responsible for the development of an annual budget.
- 7.2 Budget is to be submitted to the Manager, Finance by January 31 for the following year.

