



BY- LAWS

As amended up to including April 03, 2025

TABLE OF CONTENTS

ARTICLE 1: POLICIES & PROCEDURES

ARTICLE 2: TEAMS SELECTION WITH OWHA

ARTICLE 3: OWHA – ROSTER

ARTICLE 4: INTERFERENCE AT GAMES

ARTICLE 5: EQUIPMENT OF THE CORPORATION

ARTICLE 6: EQUIPMENT

ARTICLE 7: CORRESPONDENCE TO THE CORPORATION

ARTICLE 8: TEAM FUNDS

ARTICLE 9: TEAM TRUST ACCOUNT

ARTICLE 10: FINANCIAL STATEMENTS

ARTICLE 11: ADDITIONAL ICE TIMES

ARTICLE 12: FULL EQUIPMENT REQUIREMENT

ARTICLE 13: EQUIPMENT CSA APPROVED

ARTICLE 15: OWHA SUSPENSIONS

ARTICLE 16: SERVING A SUSPENSION – OWHA

ARTICLE 17: HONOURING OWHA SUSPENSIONS

ARTICLE 18: APPROVAL OF LEAGUE SUSPENSION

ARTICLE 19: FILING OF SUSPENSIONS

ARTICLE 20: SUSPENSION NOTIFICATION

ARTICLE 21: SERVING A SUSPENSION – LEAGUE PLAY

ARTICLE 22: MASTER ICE SCHEDULE

ARTICLE 23: DIVISION PRACTICE REQUIREMENTS

ARTICLE 24: DRAFT

ARTICLE 25: TRANSFER OF PARTICIPANTS – DRAFT

ARTICLE 26: TRANSFER OF PARTICIPANTS – LEAGUE SPONSORED GAMES

ARTICLE 27: PROTEST OR APPEALS

ARTICLE 28: MEETINGS

ARTICLE 29: PARTICIPANT POSITIONS

ARTICLE 30: OVER AGE PARTICIPANT

ARTICLE 31: FALSIFYING AGE

ARTICLE 32: TEAM CARDING-OWHA

ARTICLE 33: BODY CHECKING

ARTICLE 34: TEAM RESPONSIBILITY

ARTICLE 35: REPORTING FOR GAMES

ARTICLE 36: AIR HORNS

ARTICLE 37: TIME OUT

ARTICLE 38: CANCELLATION OF GAME OR PRACTICE

ARTICLE 39: PER DIEM

ARTICLE 40: USE OF PERSONAL VEHICLE

ARTICLE 41: WEBSITE RESTRICTIONS

ARTICLE 42: VOLUNTEER REQUIREMENTS

ARTICLE 43: REPEAL OF PRIOR CONSTITUTION AND BY LAWS

ARTICLE 1: POLICIES & PROCEDURES

- 1.1. The Policies & Procedures are recognized as By Laws of the Corporation. By Laws may be altered or amended at any regular meetings of the Executive.

ARTICLE 2: TEAMS SELECTION WITH OWHA

- 2.1 The Corporation will endeavour to enter House League and Representative Teams for competition in the Ontario Women's Hockey Association (OWHA).

ARTICLE 3: OWHA – ROSTER

- 3.1. All participating members shall comply with the registration requirements of the Corporation and the OWHA.
- 3.2. All teams must submit completed team rosters and have OWHA approvals returned prior to participation in any league or tournament game.
- 3.3. All team staff must be registered on RAMP and have completed the approved Vulnerable Sector Check process for roster approval prior to participation in any league or tournament game.

ARTICLE 4: INTERFERENCE AT GAMES

- 4.1. Any member, who interferes in any manner with the on-ice officials, the coaching staff, the participating members, or with the playing of the game, may be ejected from the arena facility for the balance of that game, and for an extended period prescribed by the Corporation. Any member found in contravention of the OWHA Code of Conduct shall take the Respect-In-Sport online course.

ARTICLE 5: EQUIPMENT OF THE CORPORATION

- 5.1. All equipment purchased by the Corporation shall not be altered, customized, modified unless prior permission is granted for such change by the Equipment Manager.

ARTICLE 6: EQUIPMENT

6.1. All equipment owned by the Corporation shall be returned prior to the Year End Banquets.

6.2. A penalty of \$200 will be billed to the credit card on file for any outstanding Soo Jr. Greyhounds jersey not returned by the beginning of the Year End Banquet.

6.3. A penalty of \$65 will be billed to the credit card on file for any outstanding SFHA draft jersey not returned at the end of the draft period.

6.4 A penalty of \$65 will be billed to the credit card on file for any outstanding SFHA jersey used for a SFHA scramble event not returned at the end of the event.

6.5 A penalty of \$450 will be billed to the credit card on file for any outstanding SFHA goalie equipment not returned before the start of the Year End Banquet.

ARTICLE 7: CORRESPONDENCE TO THE CORPORATION

7.1. All correspondence of the Corporation shall be handled and distributed to the proper Director or Coordinator by the Secretary.

7.2. All information pertaining to the corporation and the organization will be stored in a central cloud-based database utilizing a knowledge management system. Only the president, secretary, Media Director, and Director of Special Events and Sponsorships will have direct access to this system with the ability to edit and add.

7.3. All additions, deletions or edits to the knowledge management system and files must be done with notification to the 4 individuals with access.

7.4. All minutes of executive meetings, coaching files, evaluations, financial statements, yearly season reviews, discipline proceedings as well as governance documents will be stored exclusively in this system.

ARTICLE 8: TEAM FUNDS

8.1. The team funds collected from parents shall be dispensed as prescribed in the Policies and Procedures of the Corporation. Teams will follow the financial processes outlined within their respective Managers Manual.

8.2. Team budgets are limited to funding a maximum of four out of town tournaments and two out of town showcases requiring an overnight stay, in addition to provincials. A request to attend overnight tournaments or showcases above this limit may be proposed to the respective VP.

8.3. Costs for out of town league play must be included in the initial budget, reviewed by the respective VP and approved by majority parent vote at the beginning of the season.

ARTICLE 9: TEAM TRUST ACCOUNT

9.1. All team managers shall be responsible to conduct all financial administration of team funds through the aid of a trust account at a designated banking institution. Two team signing authorities are required with a Trust Account.

ARTICLE 10: FINANCIAL STATEMENTS

10.1. The team manager shall provide a financial statement to the Executive and each parent as prescribed in the Procedures of the Corporation.

ARTICLE 11: ADDITIONAL ICE TIMES

11.1. In addition to regular ice time scheduled by the Corporation, all teams will be allowed a maximum of six (6) additional ice times per month. Each additional ice time will be defined as any ice time booked by the team manager or designate. This will be paid through team fees.

ARTICLE 12: FULL EQUIPMENT REQUIREMENT

12.1. Any participating members, who are not in full equipment, are not permitted on the bench during any league sponsored games. All team staff shall ensure that all participants adhere to this rule. (As per OWHA Regulation).

ARTICLE 13: EQUIPMENT CSA APPROVED

13.1. All participating members shall wear only CSA approved equipment. The mouth guard requirements shall comply with the OWHA guidelines provided in the Policies of the Corporation.

ARTICLE 14: OWHA AND HOCKEY CANADA RULES

14.1. The Corporation shall operate under OWHA and OHF Hockey Canada rules. The OWHA rules shall apply unless precluded by a rule established by the Corporation.

ARTICLE 15: OWHA SUSPENSIONS

15.1. Any protest or appeal resulting from a suspension or decision directly from the OWHA must be submitted to the OWHA in accordance with the OWHA regulations. Any suspensions from penalties assessed by a Referee can only be appealed through the NOHA Referee-in-Chief.

ARTICLE 16: SERVING A SUSPENSION – OWHA

16.1. Any suspensions incurred during a game outside of the league game (exhibition, tournament, etc.) the participating member shall serve the suspension as per OWHA rules (interlocking games are considered part of the league sponsored games).

ARTICLE 17: HONOURING OWHA SUSPENSIONS

17.1. Suspensions to any participating member or coaching staff by the OWHA shall be honoured by the Corporation. The Responsible Vice President shall be informed and responsible of any suspensions. A file will be opened by the Vice President.

ARTICLE 18: APPROVAL OF LEAGUE SUSPENSION

18.1. All suspensions for the Corporation shall be approved by the respective division Vice President before it is communicated.

ARTICLE 19: FILING OF SUSPENSIONS

19.1. All Corporation or OWHA suspensions shall be documented and filed in the appropriate coaching file to be opened by the respective division Vice President.

ARTICLE 20: SUSPENSION NOTIFICATION

20.1. Any suspension to any member shall not be communicated until 24 hours following the incident. The respective division Vice President shall communicate the suspension.

ARTICLE 21: SERVING A SUSPENSION – LEAGUE PLAY

21.1. Any participant or coaching staff suspended during a league sponsored game, shall serve such suspension in accordance with the OWHA.

ARTICLE 22: MASTER ICE SCHEDULE

22.1. The Master Ice Schedule shall be completed as soon as practicable, shortly after the numbers of teams have been determined for each division.

ARTICLE 23: DIVISION PRACTICE REQUIREMENTS

23.1. All participating members shall be required to attend all practices, whether scheduled by the Corporation or not. Failing to comply, without reasonable excuse, may result in justifiable consequences at the discretion of the coaching staff..

ARTICLE 24: DRAFT

24.1. A complete league draft will be held in fair and equitable manner as determined by the Executive. Any changes to the draft will be communicated to the members, prior to holding such a draft. The VP House League responsible for the division will attend and organize all draft games and draft meetings.

ARTICLE 25: TRANSFER OF PARTICIPANTS – DRAFT

25.1. No participant shall be transferred after the draft.

ARTICLE 26: TRANSFER OF PARTICIPANTS – LEAGUE SPONSORED GAMES

26.1. For league sponsored games, no participant shall be allowed to play on any other team without following the SFHA Player Pick up Policy All participant pickups will follow the OWHA affiliation.

ARTICLE 27: PROTEST OR APPEALS

27.1. All protest and appeals must be in writing, forwarded to the Secretary within 24- hours of the event. The protest and appeals process shall be prescribed in the Procedures of the Corporation.

ARTICLE 28: MEETINGS

- 28.1.** The Executive shall meet once every month of the season. Any additional meetings can be scheduled as required by the Executive.
- i. The Tournament Committee shall meet at their discretion during the hockey season.
 - ii. The Constitution Review Committee shall meet once in February and March should there be Constitutional amendments proposed for the coming AGM.
 - iii. The Coaching Selection Committee shall meet in January, February, and March following the registration of the Corporation. Additional meetings shall be at the discretion of the committee.
 - iv. The Nomination Committee shall meet in March during the hockey season. Additional meetings shall be at the discretion of the committee.
 - v. Complaints Committee shall meet at the discretion of the Executive.

ARTICLE 29: PARTICIPANT POSITIONS

29.1. Any participating member, registered with the Corporation, is not

guaranteed the preferred position, as listed in the registration form. The goalies are the only guaranteed position in divisions. When a goalie is drafted, the participating member shall play as a goalie for the entire season.

ARTICLE 30: OVER AGE PARTICIPANT

30.1. A participating member may submit a request to participate in a lower age division for league sponsored games only. The requests shall not be considered past the League's first draft game of the hockey season.

30.2. The intent of this request is to allow participants to play with other members that are close to their skill level. It is not intended to create a loophole to allow "stacked" teams.

30.3. When a participant is moved down, it is done to allow the participant to develop their skills in a positive, safe, and fun environment. This will provide the participant an opportunity to develop their skill level to their appropriate age group.

30.4. The participant will be permitted to play in a lower age division under the following conditions:

- i. The Executive must vote in favour of the participating member playing in the lower age division.
- ii. This is only permitted for a participating member to drop down to house league.
- iii. The participating member is only permitted to move down one age division (e.g. participant is U13, therefore, the participant can only move down to the U11 division).
- iv. The participating member must not be considered a strong participant on the team that he/she is going to be playing with.
- v. The participating members are not permitted to move down a category so that it provides enough participants to create a team. Participant movement is only permitted if it provides a benefit to the participating member.
- vi. The name and participant number of over age participants must be distributed to all teams participating in the division.

ARTICLE 31: FALSIFYING AGE

31.1. Any person proven guilty of falsifying a birth certificate, or the evidence in lieu thereof, or of having had knowledge that same had been falsified, or of playing on other than his/her own birth certificate, Hockey Canada Registry (HCR) record or forging and playing under an assumed name, shall be automatically suspended from playing hockey with any team in the Corporation or its affiliates for a period of not less than one (1) and not more than three (3) years from the date of his/her suspension. This penalty shall be final and there shall be no appeal.

ARTICLE 32: TEAM CARDING-OWHA

32.1. All teams referred to as Soo Jr. Greyhounds Girls Hockey shall be carded Representative (REP) Teams with the OWHA.

32.2. The association will endeavor to operate one Soo Jr. Greyhounds Team for each age group,

32.5. The association will offer Development Stream (DS) teams named Wildcat Selects at all levels from U11-U18 where the OWHA minimum requirements are met
47.6. All non-Representative teams of the Corporation shall be carded House League Teams with the OWHA.

ARTICLE 33: BODY CHECKING

33.1. All teams within the Corporation shall not be allowed to play body checking during any league sponsored game as per OWHA policy.

ARTICLE 34: TEAM RESPONSIBILITY

34.1. All teams shall be responsible for any willful damage to any property or equipment of any arena or rink and shall pay the costs for repairs. In the event that two teams are involved, and the fault is debatable, both teams shall be assessed equally.

ARTICLE 35: REPORTING FOR GAMES

35.1. All teams shall be ready to play and game officials shall be ready to

officiate 15 minutes before the scheduled starting time.

35.2. All games, including playoffs, shall commence at the scheduled starting time; however, in the event the ice is ready, the game officials may, at their discretion, start the game up to 15 minutes before the scheduled starting time. Game officials shall notify both teams of the earlier starting time, allowing five (5) minutes before the game is started.

35.3. When a game is started at the scheduled starting time or when game officials start a game before the scheduled starting time, and.

- i. if one team is not ready to commence play, that team shall be assessed a delay of game penalty: or
- ii. if one team is not ready to commence play after a five (5) minute delay, that team shall forfeit the game.
- iii. if both teams are not ready to commence play within five (5) minutes after the scheduled starting time, the game shall be canceled and shall not be rescheduled. The On-Ice Official shall report the incident to the appropriate Vice President concerned as to what disciplinary action shall be taken.

35.4. Any team failing to report for a scheduled game shall result in the automatic suspension of coaching staffs from further competition until dealt with by the Disciplinary Committee.

35.5. To commence play of a game, a team shall have a minimum of:

- i. Nine (9) eligible participants in uniform (not necessarily a goaltender); and
- ii. One (1) OWSA certified coach whose name must be legibly printed on the "Official Game Report" or the game shall be forfeited.

35.6. Before the start of all games the coaching staff in charge of a team shall, review and ensure accurate representation of the names of all participants and coaching staffs on the "Official Game Report"

35.7. Suspended participants shall be identified appropriately on the "Official Game Report".

35.8. Absent participants shall be identified appropriately on the “Official Game Report”

35.9. Affiliate participants shall be identified appropriately on the “Official Game Report”

35.10. The participants shall be listed in numerical order, with the exception of the goaltenders who shall be listed in the first (starting) and last (alternate) positions.

35.11. The On-Ice Official shall have the authority to order the removal of all unregistered persons from the participants’ bench or from the timekeepers’ bench.

35.12. An “Official Game Report” shall be completed for exhibition or tournament games and submitted to the League.

ARTICLE 36: AIR HORNS

36.1. All spectators shall not be permitted to use air horns or blow horns at any league sponsored events.

ARTICLE 37: TIME OUT

37.1. There will not be “Time Outs” in any regular league or exhibition games. During playoffs and any league sponsored tournament, there will be one (1) 30 second time out allowed by each team in each game for the U9, U11, U13, U15 and U18 divisions.

ARTICLE 38: CANCELLATION OF GAME OR PRACTICE

38.1. The On-Ice Officials may cancel a game:

- i. when the ice surface is not in good condition at the start of the game; or
- ii. when insufficient lighting exists which in the opinion of the On-Ice Official would prove hazardous to play.

38.2. The On-Ice Official's decision regarding playing conditions shall be final. However, officials shall discuss the matter fully with both coaching staffs and use good judgment in the application of this rule.

38.3. The arena attendant may advise that a practice is canceled when:

- i. when the ice surface is not in good condition at the start of the practice;
or,
- ii. when insufficient lighting exists which in the opinion of the attendant would prove hazardous to play.

38.4. The arena attendant's decision regarding practice conditions shall be final.

ARTICLE 39: PER DIEM

39.1. A member conducting Corporation business out of the City limits, may receive prior approval from the Executive for a daily meal allowance.

Daily Allowance \$45

- i. Dinner - \$25
- ii. Lunch - \$13
- iii. Breakfast - \$7

39.2. All expenses must be supported by receipts to be eligible for reimbursement.

ARTICLE 40: USE OF PERSONAL VEHICLE

40.1. Refer to the current Canada Revenue Agency Automobile Allowance rates. The member shall assume all responsibility under the Compulsory Automobile Insurance Act of Ontario.

ARTICLE 41: WEBSITE RESTRICTIONS

41.1. Teams are prohibited from publishing pictures on the SFHA website which portray anything not related to team activities and can be construed as inappropriate in youth sports, e.g., alcohol consumption or tobacco use.

ARTICLE 42: VOLUNTEER REQUIREMENTS

42.1. All volunteers with intent to participate in any League sponsored events during the current hockey season shall have at a minimum Criminal Reference Check and completed the Abuse and Harassment (Speak Out)NCCP Respect in Sport clinic and any other required clinic prescribed in the OWHA policies and procedures.

ARTICLE 43: REPEAL OF PRIOR CONSTITUTION AND BY LAWS

43.1. REPEAL - All prior "By Laws" of the Corporation are hereby repealed.

43.2. PROVISION - The repeal of the prior By Laws of the Association shall not impair in any way the validity of any act or thing done pursuant to any such repealed of By Laws.

43.3. EFFECTIVE DATE - These By Laws shall come into force without further formality after approval by the Executive as hereinafter set out. The foregoing Rules and Regulations are hereby ratified, sanctioned, confirmed and approved by the affirmative vote of the Director of the Corporation at the Executive Meeting of the Corporation duly called and held at the Corporation Office, in the City of Sault Ste. Marie, Ontario, and at which meeting a quorum was present, on the 3rd day of April 2025.