

GREATER KINGSTON HOCKEY ASSOCIATION

**JUNIOR
GAELS
HOCKEY**

BYLAW

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1.	REGISTERED OFFICE AND SEAL.....	3
2.	OBJECTIVES AND PURPOSE	3
3.	AFFILIATIONS	3
4.	TERMS OF MEMBERSHIP AND ELIGIBILITY	4
5.	MEETINGS OF THE MEMBERSHIP	7
6.	BOARD OF DIRECTORS.....	9
7.	EXECUTIVE COMMITTEE	11
8.	PROCEDURE FOR ELECTION OF BOARD MEMBERS.....	11
9.	BOARD RESPONSIBILITIES.....	12
10.	RESPONSIBILITIES OF BOARD MEMBERS.....	16
11.	STANDING COMMITTEES.....	23
12.	FINANCIAL YEAR	25
13.	BANKING ARRANGEMENTS	25
14.	NOTICE.....	26
15.	RULES OF PROCEDURE	27
16.	AGENTS AND EMPLOYEES	27
17.	EFFECTIVE DATE.....	27



1. REGISTERED OFFICE AND SEAL

1.1 The Corporate Seal of the Greater Kingston Hockey Association shall be in the form as the Board may by resolution from time to time adopt and shall be entrusted to the Secretary of the Greater Kingston Hockey Association for its use and safekeeping.

1.2 The registered head office of the Greater Kingston Hockey Association shall be maintained in the city of Kingston, in the Province of Ontario and thereafter as the Greater Kingston Hockey Association may from time to time determine by special resolution of the members pursuant to the Corporations Act. The Greater Kingston Hockey Association may establish such other offices within Kingston, as the Board may deem expedient by resolution.

1.3 The Boundaries for the Greater Kingston Hockey Association shall be those recognized by the Ontario Hockey Federation, Ontario Minor Hockey Association and Hockey Canada.

2. OBJECTIVES AND PURPOSE

2.1 The Greater Kingston Hockey Association will:

2.1.1 Facilitate the growth, development and community representation of the "AAA" competitive hockey program for the Greater Kingston area;

2.1.2 Provide exceptional training and development of our amateur athletes through the combined efforts of the Greater Kingston Hockey Association coaches, trainers and parents;

2.1.3 Assist our coaches and volunteer staff as best we can through all available resources and community participation;

2.1.4 Expect high performance, drive for achievement and strength of character of all our AAA representatives, both on and off the ice;

2.1.5 Demand dedicated sportsmanship on ice, and expect our members to be active community participants and leaders off the ice;

2.1.6 Encourage members and supporters, to respect the game, all officials, all visitors and all competitors;

2.1.7 Administer the rules of the Hockey Canada and the Ontario Minor Hockey Association; and

2.1.8 Establish a non-partisan Board of Directors.

3. AFFILIATIONS

3.1 The Greater Kingston Hockey Association shall have the following affiliations:

3.1.1 The Greater Kingston Hockey Association shall be a member of, and be in good standing with, the Ontario Minor Hockey Association;

3.1.2 The Greater Kingston Hockey Association shall be affiliated with the Ontario Hockey Federation; and



3.1.3 The Greater Kingston Hockey Association shall be affiliated with Hockey Canada.

4. TERMS OF MEMBERSHIP AND ELIGIBILITY

4.1 Membership and Eligibility include the following classes:

4.1.1 Active Members shall include:

- a. All registered players who are at least 18 years of age; and
- b. The Parent/Guardian of registered players under 18 years of age:
 - i. The Parent/Guardian Members in this classification will be allowed one vote provided they are in good Standing at the time of such vote.

4.1.2 Active Members may attend membership meetings and, by invitation meetings of the Board and Committees provided they are in good Standing at the time.

4.1.3 Elected Board Members shall include individuals elected to the Board of Directors of Greater Kingston Hockey Association.

4.1.4 Ex Officio Members shall include:

- a. Team Staff (coaches, managers and trainers) who are not Active Members; and
- b. Appointed Board Members who are not active Members.

4.1.5 Honorary Members are:

- a. Recognized for outstanding achievements and contributions to the Greater Kingston Hockey Association and may be granted to individuals from time to time; and
- b. Approved by the Board of Directors, and then subsequently approved by the membership at the next General Meeting.

4.2 Membership Term

4.2.1 Active Membership for registered players and parent/guardians at Minor Midget and younger shall commence and be effective the earlier of the 1st of May of each year and the date of signing of a Greater Kingston Hockey Association card. Membership Term shall lapse and terminate on the 15th day of April of each subsequent year.

4.2.2 Active Membership for registered players and parent/guardians at the Midget level shall commence on the date of signing a Greater Kingston Hockey Association card and shall terminate 1 August of the following year, provided the player remains of an eligible age to play at the Midget level.

4.2.3 Membership for elected Board Members shall commence the date of election to the Board and shall be effective for a period of 2 years.

4.2.4 Ex Officio Membership shall commence the date of appointment of the Member and shall lapse upon termination of the appointment.



4.3 Members in Good Standing

Members in Good Standing shall be those admitted to Membership and who have paid all required membership fees to the Greater Kingston Hockey Association and whose membership has not been revoked or suspended.

4.4 Revoking of Membership

4.4.1 Membership can be revoked by the Board under the following circumstances:

- a. Acceptance by the Board of a resignation of a Member;
- b. Active Members whose Membership Fees are in arrears for a period of two (2) months will be automatically have their membership revoked and will not be permitted to vote, make nominations, or hold office in the Greater Kingston Hockey Association. The Board shall inform those concerned of this action in writing. Members may be reinstated upon payment of arrears and the approval of the Board;
- c. Elected Board Members who are also Active Members, and at any time cease to be Active Members shall, within 30 days, require to be re-affirmed in their position by the existing Board. Should the individual not be re-affirmed by the existing Board within 30 days, such individual shall automatically cease to be an Elected Board Member. Otherwise, the individual shall be permitted to serve as an Elected Board Member until the normal end of his/her term.

4.5 Suspension of Membership

4.5.1 The Board may, with reasonable cause for concern of the best interests of the membership and association, suspend a member from the Greater Kingston Hockey Association for a period to allow for a full investigation into any allegations of wrong doing or behaviour contrary to the Greater Kingston Hockey Association or the OMHA Code of Conduct.

4.5.2 Members whose conduct is considered by the Board to be contrary to the Greater Kingston Hockey Association Code of Conduct shall be asked by the Board to explain or justify their actions. If any such Member is unwilling or unable to do so, they shall be immediately suspended.

4.5.3 Following the completion of such investigation, the Board may:

- a. If any such Member does not voluntarily resign, the Board shall give proper notice of motion, to be considered at the next Board Meeting, requesting the expulsion of the(se) member(s);
- b. A copy of this motion shall be communicated to the Member(s) concerned within 15 days for that person to make a written response;
- c. If a response is made, it shall be circulated with the notice of motion, and the Member(s) shall be invited to attend the Board Meeting during which the decision of expulsion will be made and provide an opportunity to explain their position prior to the vote being taken;
- d. The Member(s) may then be:
 - i. reinstated; or



- ii. if the Member(s) is(are) suspended for a specific period, in cases where the Member(s) was (were) not suspended during the investigation, they will resume their good Standing after the conclusion of the suspension; or
- iii. be expelled from the Greater Kingston Hockey Association.

4.6 Right to Vote

- 4.6.1 Active Members, Elected and Appointed Board Members and all active members of the Minor Midget year from the previous season ending in April, in good standing, shall have voting privileges at the First General Meeting of members each year. Active, Elected and Appointed Board Members in good standing shall have voting privileges at all subsequent meetings of the Members. Although it is possible for a member to be qualified for more than one (1) class of membership in the Greater Kingston Hockey Association, no person may have more than one (1) vote in any matter.
- 4.6.2 Ex Officio Members shall have no voting privileges.
- 4.6.3 Suspended Members shall have no voting privileges.
- 4.6.4 Honorary Members shall have no voting privileges, unless functioning as a Board member.

4.7 Rights and Responsibilities

- 4.7.1 All Members may attend members meetings and only with the consent or invitation of the Board may attend meetings of the Board and Committees of the Greater Kingston Hockey Association.
- 4.7.2 It is the responsibility of all Members to provide a proper address, telephone number, and email address to the Board and to notify the Board of any change of such information during the Members membership term.

4.8 Membership List

The Board shall prepare and maintain a list of current Active, Elected, Appointed, Ex-Officio and Honorary Members. This list shall be kept at the head office and updated as necessary and made available to all Board Members upon request. Such list of Members shall be used to determine eligibility to attend and vote at any Meeting of the Membership.

4.9 Membership Fees

Registration Fees shall be established annually by the Budget Committee and approved by the Board. Fees may be refunded as per the current Greater Kingston Hockey Association Refund Policy.

4.10 Record Date

All Members shown on the membership list on the date of any General Meeting of the Members are entitled to notice of such Meeting of the Members of the Greater Kingston Hockey Association.



5. MEETINGS OF THE MEMBERSHIP

5.1 General Meeting of Members

5.1.1 The first General Meeting of the Members shall be held each year during the month of May, at a time, place and day determined by the Board, for the transaction of at least the following business, to be set out in the agenda:

- a. approval of the agenda;
- b. approval of the minutes of the previous General Meeting of the Members;
- c. receive reports of the activities of the Greater Kingston Hockey Association Board during the preceding year;
- d. receive and review the preliminary end of year statement;
- e. present the preliminary budget for the year to come;
- f. receive the information regarding the objectives of the Greater Kingston Hockey Association for the current year;
- g. address any motions which relate to the Greater Kingston Hockey Association Bylaw;
- h. address any motions submitted to the Board 30 days prior to the General Meeting of the Members; and
- i. elect any new Board members.

5.1.2 The second General Meeting of the Members shall be held each year during the month of October, at a time, place and day determined by the Board, for the transaction of at least the following business, to be set out in the agenda:

- a. approval of the agenda;
- b. approval of the minutes of the previous General Meeting of the Members;
- c. receive reports of the activities of the Greater Kingston Hockey Association Board during the preceding 6 months;
- d. receive information regarding the objectives of the Greater Kingston Hockey Association for the upcoming 6 months;
- e. receive and approve the Audit Report of the Greater Kingston Hockey Association from the previous year and the projected financial position for the remainder of the current year in accordance with the Corporations Act;
- f. appoint an independent public accounting firm as the Auditor of the Greater Kingston Hockey Association for the ensuing year in accordance with duties outlined in the "Act".
- g. address any motions to amend the Greater Kingston Hockey Association Bylaws;
- h. support any transactions which relate to the business of the General Meeting; and
- i. ratify any appointed Board Positions during the previous 6 months.



5.2 Additional and Special Meetings of Members

- 5.2.1** In addition to the General Meetings of the Membership, the President or two voting members of the board may call a Special General Meeting of the Members at any time.
- 5.2.2** A Special General Meeting of the Members must be called by the President upon receiving a resolution signed by 10% of the membership requesting a meeting to deal with business as specifically set out in the resolution. Where the resolution requests the removal of a Board Member or Board Members it should also set out the reason for the removal as part of the resolution.

5.3 Notice of the General Meetings

- 5.3.1** Notice of the General Meetings of the members will include the time and place of the meeting and the agenda, including particulars of any other business to come before the General Meeting. Notice shall be made to all Members, Directors, Agents, Employees and the Auditor as determined by article 4.1 for such Members in the records of the Greater Kingston Hockey Association forty five (45) days prior to the date of the meeting.
- 5.3.2** The business to be transacted at a Special General Meeting of the Members shall be limited to that specified in the resolution calling the Special General Meeting of the Members. At least fifteen (15) days of notice must be provided prior to the date of a Special General Meeting.
- 5.3.3** Notices will also be posted at the place of business and on the Greater Kingston Hockey Association website.

5.4 Error or Omission in Notice

- 5.4.1** No inadvertent error or omission in giving notice of any meeting of the members or additional General Meeting of Membership or any adjourned Meeting, whether General or Special, shall invalidate such a Meeting or make void any proceedings taken at such Meeting and any Member may at any time waive notice of any such Meeting and may ratify, approve and confirm any or all actions or proceedings taken at any such Meeting.

5.5 Changes or Amendments to the Greater Kingston Hockey Association Bylaw

- 5.5.1** Amendments to the Greater Kingston Hockey Association Bylaw may be enacted, repealed, amended, altered added to or re-enacted where:
 - a.** Thirty days notice prior to any Meeting of the Members of the proposed enactment, repeal amendment, alteration, addition or re-enactments is provided to the Secretary of Greater Kingston Hockey Association in writing;
 - b.** The motion proposed and seconded receives a two-thirds majority of votes of members present at the meeting.



5.6 Quorum

A quorum for any meeting of the members shall consist of a minimum of 25 Members eligible to vote and present in person.

5.7 Voting Procedures:

- 5.7.1 A majority (50% +1) of votes cast by Members entitled to vote, unless otherwise required by the Corporations Act or by the Bylaw of the Greater Kingston Hockey Association, shall decide every question proposed for consideration at Meetings of the Membership.
- 5.7.2 The Chair presiding at a Meeting of the Members will not have a vote but may cast a tie-breaking vote in the event of a tie vote.
- 5.7.3 At the Meetings of the Membership, every question shall be decided by a show of hands, unless a specific count or unless a secret ballot is required by the Chair or requested by any Member entitled to vote. Whenever a vote by show of hands has been taken upon a question, unless a specific count or secret ballot is requested or required, a declaration by the Chair that a resolution has been carried or lost by a particular majority and an entry to that effect in the minutes of the Meeting is conclusive evidence of the fact without proof of the number or proportion of votes recorded in favour of or against the motion.

5.8 Proxy

All persons with the right to vote may, by means of a proxy, appoint a person who need not be an Active member or an Elected or Appointed Board Members. The right to vote nominee shall attend and act at the meeting in the manner conferred by the proxy. The proxy shall be executed only for the Meeting indicated and must be confirmed in writing to the GKHA authorizing position, prior to the commencement of the Meeting. All actions will be taken IAW the Ontario Corporations Act.

5.9 Adjournments

Any Meeting of the Members of the Greater Kingston Hockey Association may be adjourned at any time and from time to time by a simple majority vote and such business may be transacted at such adjourned Meeting(s) as might have been transacted at the original Meeting(s) from which such adjournment took place. Notice shall be required of any such adjourned Meeting to all Members provided that the date selected for any adjourned Meeting shall be no less than 7 days and no more than 21 days from the date of the initial meeting. Such adjournment may be made notwithstanding that no quorum is present.

5.10 Chair

In the absence of the President and the Vice-Presidents, the Members entitled to vote and present at any Meeting of the Members shall choose another Board Member as Chair.

6. BOARD OF DIRECTORS Eligibility

- A Board Member shall be:
- eighteen (18) or more years of age; and
- Be a member of the Greater Kingston Hockey Association at the time of their election, unless:



a majority of the quorum present at the meeting during which the candidate may be elected/appointed, accept the nomination of the candidate prior to any elections; or

- the candidate has been granted life member status with the Greater Kingston Hockey

6.1 Composition of Board

6.1.1 The Board shall consist of up to eleven (11) Members, which shall manage the business and affairs of the Greater Kingston Hockey Association. The Board shall consist of the President, the Past President (non-voting), the Vice President, the Treasurer, the Secretary, the Director of Risk Management, the Director of Hockey Operations, the Director of Hockey Development, the Director of Communications and Public Relations, the Director of Fundraising and Sponsorship and the Director of Tournaments and Special Events.

6.1.2 No more than two directors may be affiliated with one team unless a vacancy or vacancies remain on the board after election protocol has been followed, then up to a maximum of three (3) will be permitted.

6.1.3 Head coaches and team officials are not eligible to be elected, appointed or acclaimed to a voting position on the Greater Kingston Hockey Association Board.

6.2 Duties of Board;

6.2.1 Standard of Care: Every Director in exercising his or her powers and discharging his or her duties to the association shall:

- a. act honestly and in good faith with the view to the best interests of the association; and
- b. exercise the care, diligence and skill that a reasonably prudent person would exercise in comparable circumstances.

6.2.2 Duty to comply with the "Act": Every Director shall comply with

- a. the "Act" and the regulations; and
- b. the articles and Bylaws of the Greater Kingston Hockey Association.

6.2.3 Though all its members might not be engaged in the Greater Kingston Hockey Association's day-to-day operations, the entire board is held liable (under the doctrine of collective responsibility) for the consequences of the Greater Kingston Hockey Association policies, actions, and/or failures to act.

6.3 Change in Number of Board Members

The Greater Kingston Hockey Association may by special resolution increase or decrease the number of its Board Members. Any change in the number of Board Members shall be in compliance with prevailing Ontario laws and regulations.



7. EXECUTIVE COMMITTEE

7.1 Composition of the Executive Committee

The Executive Committee shall consist of the President, the Vice President, the Treasurer and the Secretary.

7.2 Duties of Executive Committee

7.2.1 The Executive Committee manages the operations of the Board and has decision-making authority over those items that the Board has so delegated. The Executive Committee's specific responsibilities include:

- a. Exercising some or all powers of the board between regularly scheduled meetings;
- b. Serving as a resource for division/team management on emerging issues, problems, and initiatives; and
- c. Reporting to the board, at the board's next meeting, on any official actions it has taken.

8. PROCEDURE FOR ELECTION OF BOARD MEMBERS

8.1 Nominations

8.1.1 The election of the Executive and Board positions shall take place at the first General Meeting of the Members. Nomination Forms for the Board shall be available each year on the website 45 days prior to the date of the first General Meeting of the Members. A Nomination Form must be completed for all nominees and two (2) nominators who are Members of the Association. Such completed form must be delivered to the Secretary two weeks prior to the election via. No election or appointment of an Executive Member is effective without consent given in writing prior to the election or appointment.



8.1.2 The Chair of the General Meeting of the Members shall accept nominations from the floor if there are less nominations than there are positions available. All nominations from the floor shall be seconded by a Greater Kingston Hockey Association voting member in attendance at the First General Meeting of the Members to become valid. All nominees shall be asked if they will accept or decline the nomination.

8.2 Election Procedures:

8.2.1 The election of Board Members shall take place at the First General Meeting of the Members. The Chair of the First General Meeting of the Members shall accept the list of nominations.

8.2.2 If the total number of nominations is greater than the total number of available board positions, then a vote will be held by the attending members. Once the voting is complete the votes shall be tabulated, and the results announced to those in attendance.

8.2.3 Only a person having served the immediately preceding year as an elected or appointed Board Member of the Greater Kingston Hockey Association shall fill the position of President.

8.3 Vacancies:

8.3.1 Prior to the President and Board approving an appointment to a vacant position, the members must be given 15 days of notice of any vacant positions and the appointment application form must be posted on the website;

8.3.2 A Board Meeting shall be held within thirty (30) days of the vacancy or vacancies for the purpose of selecting a replacement Board Member from among the current membership;

8.3.3 A Board member may not hold more than one (1) board position at any such time;

8.3.4 Any appointment to the Board shall fill the vacancy for the balance of the unexpired term.

8.4 Termination

8.4.1 Removal of Board Member by Membership

The membership may remove a Board Member or Board Members by a resolution passed by at least 2/3 of the votes cast at a Special Meeting of the Members called for that purpose and by a majority of the votes elect any member to replace such Board Member or Board Members for the remainder of his or her term.

8.4.2 Absenteeism

Unless otherwise determined by the Board, the absence of any Board Member from three (3) consecutive Board Meetings or the absence of any Board Member from four (4) out of any eight (8) Board Meetings shall be deemed to constitute a resignation of the said Board Member from the Board; provided a majority of the Board agree to make such determination.

9. BOARD RESPONSIBILITIES



9.1 Governance

The Board shall govern the Greater Kingston Hockey Association in compliance with the objects, Bylaws, Policies, Procedures and Rules of Operation and all applicable laws and governing regulations of the Greater Kingston Hockey Association.

9.2 Execution of Documents

The Board may from time to time appoint any Board Member or Board Members on behalf of the Greater Kingston Hockey Association, to either sign documents generally or to sign specific documents. The corporate seal of the Greater Kingston Hockey Association, when required by applicable law, shall be affixed to documents executed in accordance with the foregoing.

9.3 Books and Records

The Board shall ensure that all necessary books and records of the Greater Kingston Hockey Association required by the Bylaw of the Greater Kingston Hockey Association, the "Act" or by any applicable statute are regularly and properly maintained and any contracts or agreements are filed for safekeeping. The books and records will be available in accordance with the "Act".

9.4 Board Meetings

9.4.1 Regular Board Meetings

Except as otherwise required by law, the Board may hold Meetings at such place or places as the President or, in his or her absence, the Vice-President, may from time to time determine. The Board shall meet not less than ten (10) times per year.

9.4.2 Special Board Meetings

Special Board Meetings may be called by the President or Vice-Presidents in the absence of the President or on petition in writing to the Secretary signed by any two (2) Board Members. Business transacted at a Special Board Meeting shall be limited to that specified in the notice calling the Meeting.

9.5 Executive Committee Meetings

9.5.1 Executive Committee Meetings

Except as otherwise required by law, the Executive Committee may hold Meetings at such place or places as the President or, in his or her absence, the Vice-Presidents may from time to time determine in the best interest of GKHA.

9.5.2 Special Executive Committee Meetings

Special Executive Committee Meeting may be called by the President or Vice-Presidents in the absence of the President or on petition in writing to the Secretary signed by any three Executive Committee Members. Business transacted at a Special Meeting shall be limited to that specified in the notice calling the Meeting.



9.6 Notice of Board and Executive Meetings

- 9.6.1 Notice shall be communicated to all Board Members and/or Executive Committee Members at least seven (7) days in advance of the Meeting, unless 75% or more of the Members agree to the calling of a Meeting on shorter notice or the Meeting is held on a regular day or date each month or immediately following a Meeting of the Members of the Greater Kingston Hockey Association.
- 9.6.2 Notice shall include a tentative agenda and shall specify the business to be conducted in the case of a Special Meeting.
- 9.6.3 No formal notice of any Board Meeting and/or Executive Committee Meeting shall be necessary if all the Board Members and/or Executive Committee Members are present or if those absent signify their consent to the Meeting being held in their absence.

9.7 Adjournment of Board and Executive Meetings

Any Board Meeting and/or Executive Committee Meeting may be adjourned at any time and from time to time by a simple majority vote and such business may be transacted at such adjourned Meeting(s) as might have been transacted at the original Meeting(s) from which such adjournment took place. Notice shall be required of any such adjourned Meeting(s) to all Members provided that the date selected for any adjourned Meeting(s) shall be no less than 7 days and no more than 21 days from the date of the initial meeting. Such adjournment may be made notwithstanding that no quorum is present.

9.8 Board Quorum

- 9.8.1 A quorum at any Board Meeting shall consist of the President and/or Vice President plus a minimum 50 % of the eligible voting board members.
- 9.8.2 A quorum at any Executive Committee Meeting shall consist of three (3) of the elected or appointed members of the Executive.
- 9.8.3 No business shall be transacted in the absence of a quorum except to take measures to obtain a quorum, or to establish a new meeting date.

9.9 Voting Rights

Each Voting Member, present at any Board or Executive Meeting shall be entitled to one vote. The Chair shall be entitled to vote only in the event of a tie vote.

9.10 Voting Procedures

A majority of votes at any Board or Executive Committee Meeting shall decide every question. Every question shall be decided in the first instance by a show of hands and, unless a secret ballot is demanded by an Executive Member present, a declaration by the Chair that the motion has been carried or not carried and an entry to that effect in the minutes of the Meeting shall be sufficient evidence of the fact, without proof of the number or proportion of the votes recorded in favour or against such motion.



9.11 Remuneration

Executive Members and Board Members shall serve without remuneration and no Executive Member or Board Member shall indirectly or directly receive any remuneration, salary or profit from his or her position as an Executive Member or Board Member for any service rendered to the Greater Kingston Hockey Association; provided that, the Board may establish Policies relating to the reimbursement of Executive Members for actual and reasonable expenses incurred in the performance of their duties as Executive Members of the Greater Kingston Hockey Association.

9.12 Conflict of Interest

- 9.12.1** Every Executive or Board Member who directly or indirectly has an interest in a proposed or existing contract or transaction or other matter relating to the Greater Kingston Hockey Association shall make a full and fair written declaration of the nature and extent of the interest at a Meeting. Making a declaration of a conflict of interest does not excuse the Executive or Board Member of the responsibility to report a breach of the Greater Kingston Hockey Association, Ontario Minor Hockey Association, Ontario Hockey Federation or Hockey Canada Codes of Conducts.
- 9.12.2** The declaration of a conflict of interest shall be made at the Board Meeting at which the question of entering into the contract or transaction or other matter is first taken into consideration or, if the Executive Member or Board Member is not at the date of that Board Meeting interested in the proposed contract or transaction or other matter, at the next Board Meeting held after the Executive Member assumes the office.
- 9.12.3** After making such a declaration, no Executive Member or Board Member shall make submissions or vote on such a contract or transaction or other matter.
- 9.12.4** If an Executive Member or Board Member has made a declaration of an interest in a contract or transaction or other matter in compliance with this Section, the Executive Member or Board Member is not accountable to the Greater Kingston Hockey Association for any profit realized from the contract or transaction or other matter.
- 9.12.5** If an Executive Member or Board Member fails to make a declaration of interest in a contract or transaction or other matter in compliance with this Section, the Executive Member or Board Member shall account to and/or reimburse the Greater Kingston Hockey Association for all profits realized, directly or indirectly, from such contract or transaction or other matter.
- 9.12.6** It is the duty of any officer, director or Executive Board of Greater Kingston Hockey Association to disclose any information that could rationally be regarded as affecting the impartiality of the director in acting as such.



9.13 Indemnification of Executive and Board Members

- 9.13.1 The Greater Kingston Hockey Association may purchase and maintain such insurance for the benefit of its Executive Members and Board Members as the Executive may from time to time determine.
- 9.13.2 Every Executive Member and Board Member of the Greater Kingston Hockey Association and his or her heirs, executors, administrators and estate and effects respectively shall from time to time be indemnified and saved harmless by the Greater Kingston Hockey Association from and against:
- a. all costs, charges and expenses whatsoever that he or she sustains or incurs in or about any action, suit or proceeding that is brought, commenced or prosecuted against him or her for and in respect of any act, deed, matter or thing whatsoever, made, done or permitted by him or her in the execution of the duties of his or her office;
 - b. all other costs, charges and expenses that he or she sustains or incurs in or about or in relation to the affairs thereof, except such costs, charges or expenses as are occasioned by his or her own willful neglect or default; provided that, no Board Member or Board Member of the Greater Kingston Hockey Association shall be indemnified by the Greater Kingston Hockey Association in respect of any liability, costs, charges or expenses that he or she sustains or incurs in or about any action, suit or other proceeding as a result of which he or she is adjudged to be in breach of statute unless, in an action brought against him or her in his or her capacity as a Board Member or Board Member, he or she has achieved complete or substantial success as a defendant.

9.14 Confidentiality

Every Board Member of the Greater Kingston Hockey Association shall respect and maintain the confidentiality of matters brought before the Board for consideration as "in camera". Minutes taken in a confidential manner will be held by the Secretary, sealed in trust for use only by the Board.

9.15 Operation Manuals

- 9.15.1 Notwithstanding any other provision contained in these Bylaws, the board shall have the power to pass without any confirmation or ratification by the members of the Association all necessary rules and regulations as they deem expedient related in any way to the operations of the Association, including, without limitation, the conduct of members, member teams and guests, provided such rules and regulations are not otherwise inconsistent with the letters patent of the Corporation or these By-Laws.
- 9.15.2 The Operation Manuals shall not deal with such things as: qualification, admission, transfer, classes and termination of memberships; qualification and election of executives; meetings of executives and/or members; appointment and duties of Board Members.
- 9.15.3 All Operation Manuals shall be made available to the General Membership on the Association website.

10. RESPONSIBILITIES OF BOARD MEMBERS



10.1 Term of Office

The elected Board Members shall hold Office for two (2) years which shall terminate at the First General Meeting of the Members.

10.2 Resignation of Board Members

A Board Member of the Greater Kingston Hockey Association may resign his or her Office by submitting a letter of resignation to the Board of the Greater Kingston Hockey Association.

10.3 Responsibilities of Officers

10.3.1 President

The President shall:

- a. Provide leadership to the Board, ensure the integrity of the Board's process and represent the Board to outside parties;
- b. Co-ordinate Board activities in fulfilling its governance responsibilities and facilitates co-operative relationships among Directors;
- c. Ensure the Board discusses all matters relating to the Board's mandate;
- d. Ensure meetings are effective and efficient for the performance of governance work;
- e. Ensure that a schedule of Board meetings is prepared annually;
- f. Report regularly to the Board on issues relevant to its governance responsibilities;
- g. Set high standards for Board conduct and enforce policies, and Bylaws concern Director's conduct;
- h. act as one of the signing officers of the Greater Kingston Hockey Association;
- i. act as Chair at all Board Meetings and at all Meetings of the Membership;
- j. will vote at any Board Meeting only on the occasion of a tie vote;
- k. shall in co-operation the Budget Committee establish the Greater Kingston Hockey Association budget;
- l. have the power, on recommendation of the Board, to replace any appointed members or Board members who they feel is not fulfilling his or her duties;
- m. suspend team officials, parents or players, subject to ratification at the next board meeting;
- n. be responsible for the day to day management of the affairs of the Greater Kingston Hockey Association;
- o. will at the end of his term remain on as past president for one year or until such time as a new president is elected; and
- p. shall attend OMHA AGM and regional meetings or arrange for another Board Member to attend in their absence.

10.3.2 The Past President

The Past President shall:

- a. have no specific duties, but will advise and be available to assist any Board Member in the completion of his or her functions;



- b. remain on as past president for one year or until such time as a new president is elected; and
- c. be a non-voting member.

10.3.3 Vice President

The Vice President shall:

- a. be a signing Board Member and be a part of the Executive Committee;
- b. assume the duties of the President in his or her absence for any reason if the President cannot complete their duties or elected term;
- c. may preside over Board Meetings when the President is absent;
- d. in co-operation with the Budget Committee establish the Greater Kingston Hockey Association budget;
- e. enforce policies, rules and regulations of the Greater Kingston Hockey Association and Ontario Minor Hockey Association;
- f. in co-operation with the Director of Hockey Operations supervise team officials and player registrations along with the registrar; and
- g. report directly to the Greater Kingston Hockey Association President and be prepared to carry out duties as assigned by the Board or the President.

10.3.4 Treasurer

The Treasurer shall:

- a. be a signing Board Member and be a part of the Executive Committee;
- b. works collaboratively with the president, to support the Board in achieving its fiduciary responsibilities;
- c. have custody of the funds and securities of the Association and shall keep full and accurate accounts of all assets, liabilities, receipts and disbursements of the Association in the books belonging to the Association;
- d. shall deposit all monies, securities and other valuable effects in the name of and to the credit of the Association in such chartered bank or trust company or in the case of securities, in such registered dealer in securities as may be designated by the Board from time to time;
- e. disburse the funds of the Association as may be directed by proper authority taking proper vouchers for such disbursements, and shall render to the chair and directors at the regular meetings of the Board, or whenever they may require it, an accounting of all the transactions and a statement of the financial position, of the Association;
- f. shall perform such other duties as may from time to time be directed by the Board;
- g. maintain a high standard for Board conduct and uphold the policies and Bylaws regarding Director's conduct, with emphasis on fiduciary responsibilities;
- h. ensure the accountant's submission of the books of account at the end of the financial year to the Auditor as appointed at the General Meeting, and ensure are prepared in accordance with generally accepted accounting principles for not for profit companies;



- i. submit to the Board of Directors for review the Audit Report and Financial Statements at the Board meeting immediately subsequent to receipt from the Auditor;
- j. present the Audit Report from the previous year and a projected financial position for the current year to the Membership at the General Meetings;
- k. chair on Budget Committee; and
- l. coordinate in conjunction with the secretary and OMHA registrar the registration process for Greater Kingston Hockey Association.

10.3.5 Director of Administration

The Director of Administration may be a signing officer as approved by the Executive, and shall:

- a. record or delegate the recording of the minutes of General Meetings of the Membership, Board Meetings, Committee Meetings and ensure that the Greater Kingston Hockey Association records are regularly and properly kept and all business is conducted in accordance with any applicable statute or law, the Letters Patent and Bylaws and the policies, procedures and regulations established by the Board or by the Membership;
- b. ensure the proper custody of the Greater Kingston Hockey Association's corporate seal, corporate minutes and resolutions and other corporate records and documents;
- c. ensure all reports are prepared and filed as required by law or requested by the Board;
- d. notify all members of the Board of the date, time and place of upcoming meetings;
- e. advertise proposed constitutional amendments, including date, time and place of upcoming the General Meetings;
- f. ensure that the most recent version of all Greater Kingston Hockey Association policy documents are posted on the Greater Kingston Hockey Association website; and
- g. carry out duties as assigned by the Board or the President.

10.3.6 Director of Hockey Operations

The Director of Hockey Operations shall:

- a. recruit coaching prospects;
- b. ensure all coaches receive appropriate training on all Greater Kingston Hockey Association guidelines and policies before tryouts;
- c. review the coaches manual with all coaches before tryouts;
- d. update the coaches' manual annually bring recommendations to the board for approval;
- e. chair coaches' meeting with the Director of Hockey Development throughout the season;
- f. chair a Coaches Selection Committee for the coaching selection process;
- g. bring to the Board, for vote selection, a minimum of two viable candidates for head coach position for each age group;
- h. develop a budget of coaches expenses for board approval;
- i. communicate and supervise the adherence and execution of Greater Kingston Hockey Association official policies and procedures among all team officials;
- j. deal with all matters relating to the discipline for breaches or violations of Greater Kingston Hockey Associations official policies and procedures;



- k. ensure all Greater Kingston Hockey Association Board members are aware of all matters in a timely fashion;
- l. sit on the Dispute Resolution Committee;
- m. assist league officials , active members, players and team officials in resolving disputes in an environment free of unwelcomed conflict;
- n. assist the Director of Hockey Development with the development program and recruiting of instructors;
- o. collect all game sheets from Ontario Minor Hockey Association following games to determine if any suspensions have occurred; and
- p. follow up with any suspensions with the Ontario Minor Hockey Association and the management of the team involved to ensure they understand the suspensions.

10.3.7 Director of Hockey Development

The Director of Hockey Development shall:

- a. operate the Hockey Development Program pursuant to the Objects of the Association;
- b. be responsible to organize and prepare a budget for the current season for courses and training purposes for players and the coaching staff;
- c. develop a budget for the Board approval;
- d. create and implement a Player Development Program;
- e. establish standards and monitoring techniques related to the Player Development Program;
- f. create and implement a Team Official (Coaches, Trainers and Managers) Development Program;
- g. establish standards and monitoring techniques relating to the Team Official Development Programs;
- h. develop a unified program for ALL players and team officials to create a consistent standard of progression for our members throughout their years within Greater Kingston Hockey Association;
- i. recruit all third party individuals/companies that are brought in to help in the development process;
- j. recruit and train volunteers to perform the functions required to operate the development programs and recommend for the board approval, service providers for skills development;
- k. represent and promote the interests of the Greater Kingston Hockey Association in relation to any involvement of the Hockey Development team with any other hockey association or leagues;
- l. recommend for board approval, service providers for skills development;
- m. work with Hockey Operations to resolve any outstanding issue related to Hockey Development; and
- n. liaise with the Ontario Minor Hockey Association representatives and Hockey Canada concerning the development program.



10.3.8 Director of Risk Management;

The Director of Risk Management shall:

- a. be the initial point of contact for and act on issues, concerns and complaints brought forward by members to the board in accordance with the Ontario Minor Hockey Association Code of Conduct Policies and Procedures;
- b. chair the Dispute Resolution Committee;
- c. assist league officials, active members, players and team officials in resolving disputes in an environment free of unwelcomed conflict;
- d. set up an accurate recording system covering issues relating to risk management;
- e. monitor and cooperate with the team officials on matters related to risk management and player safety;
- f. actively pursue new projects related to the association's goals and objectives with respect to the reduction of risk associated with hockey operations;
- g. set standards for the association for the development and maintenance of statistics on injuries and incidents;
- h. promote and pursue joint partnerships with community organizations, and businesses designed to increase the awareness and safety practices within hockey programs and to enhance the image of hockey in the community;
- i. submit to the Treasurer, prior to the commencement of the hockey budget, an estimate of expenditures for the next fiscal year;
- j. present a quarterly report regarding Risk Management to the Board of Directors and prepare semi-annual reports for the General Meetings of the Members;
- k. recommend policy to the Board regarding player safety and the prevention of the incidents that distract from the image of hockey in the community; and
- l. ensure that team managers continue to report incidents relating to risk management at monthly meetings.

10.3.9 Director of Communication and Public Relations

The Director of Communication and Public Relations shall:

- a. recruit and train volunteers to perform the functions required for community relations and community development for the Greater Kingston Hockey Association;
- b. pursue new projects related to the Greater Kingston Hockey Association's goals and objectives specifically related to outreach, diversity, and inclusiveness;
- c. pursue opportunities for the Greater Kingston Hockey Association as a whole or by individual teams to volunteer and give back to the local community;
- d. be included, when possible and appropriate, in any meetings with outside agencies and organizations;
- e. work directly with the Webmaster overseeing and approving web content;
- f. prepare communications material for the Greater Kingston Hockey Association;
- g. manage all communications for special projects;



- h. gather and distribute information to the various media outlets as directed by the Board, Executive Committee or the President; and
- i. carry out other duties as assigned by the Board, Executive Committee or the President.

10.3.10 Director of Tournaments and Special Events

The Director of Tournaments and Special Events shall:

- a. prepare and implement the organization's plan for tournaments and special events;
- b. chair and lead all tournaments' organization committees;
- c. prepare and develop the budget for all tournaments and special events;
- d. seek representation opportunities for the association through special events in coordination with the Director of Communication and Public Relations;
- e. confirm divisional tournament dates are set aside at start of season;
- f. ensure Ontario Minor Hockey Association tournament applications from Greater Kingston Hockey Association are filed annually within Ontario Minor Hockey Association guidelines;
- g. ensure web site is updated with tournament dates and on line application;
- h. be responsible for receipt of applications, tournament fees, team rosters, travel permits and then notify teams of the receipt of application;
- i. be responsible for setting Greater Kingston Hockey Association tournament format and rules;
- j. be responsible for notifying teams for final tournament acceptance;
- k. arrange scheduling of timekeepers for all Greater Kingston Hockey Association tournament games;
- l. give Greater Kingston Hockey Association tournament schedule to the appropriate Referee in Chief;
- m. develop a budget for board approval;
- n. be responsible for selection of awards;
- o. ensure all volunteers are coordinate and available for Greater Kingston Hockey Association tournaments;
- p. oversee selection and set up of and Greater Kingston Hockey Association prize tables;
- q. ensure all paper work is in order on for Greater Kingston Hockey Association tournament day, including displaying permit, handling sign in sheets, game sheets, and keeping tournament win/loss/tie/plus-minus stats;
- r. manage any controversies arising at tournaments in accordance with OMHA and GKHA rules;
- s. co-ordinate the presentation of any Greater Kingston Hockey Association awards for tournaments; and
- t. prepare and submit Ontario Minor Hockey Association tournament report.

10.3.11 Director of Fundraising and Sponsorship

The Director of Fundraising and Sponsorship shall:



- a. perform the functions required for Fundraising and Sponsorship for the Greater Kingston Hockey Association;
- b. set up an accurate recording system covering income and disbursements relating to fundraising and sponsorship;
- c. organize a training schedule for volunteers to work bingos;
- d. organize the working schedule for the bingos that our organization will cover;
- e. organize the Kingston Frontenac's 50/50 schedule for all Greater Kingston Minor Hockey teams and send it out to team managers;
- f. apply for all necessary permits and licenses;
- g. keep all fundraising permits and licenses up to date;
- h. inform team managers and/or the membership as to what the fundraising commitments for particular teams are expected for the year in advance;
- i. pursue new fundraising and sponsorship opportunities and projects;
- j. manage and supervise all current sponsorship endeavors;
- k. provide guidelines where appropriate on fundraising activities for individual teams;
- l. submit to the Board each year an estimate of revenues and expenditures of fundraising and for the next fiscal year for the Greater Kingston Hockey Association;
- m. present an annual report regarding fundraising and sponsorship to the Board; and
- n. recommend policy to the Board regarding fundraising and sponsorship.

11. STANDING COMMITTEES

11.1 Standing Composition

11.1.1 The following committees shall be Standing Committees of the Greater Kingston Hockey Association:

- a. Coaches Selection Committee;
- b. Dispute Resolution Committee; and
- c. Budget Committee.

11.1.2 Nothing in this Constitution shall be construed to limit the ability of the Executive Members and Membership of the Greater Kingston Hockey Association from abolishing or creating Standing Committees by Constitution or from establishing such ad hoc committees or subcommittees by Board Members' resolution as may be desired or required from time to time.

11.2 Coaches Selection Committee

11.2.1 The Coaches Selection Committee shall be chaired by the Director of Hockey Operations and report to the Board and shall consist of the Director of Hockey Operations, Director of Hockey Development, Director of Risk Management and a minimum of two impartial non-members of the Association who possess a high level of experience and knowledge with regards to representative hockey and / or coaching discipline who are assigned by the Board.



11.2.2 The Coaches Selection Committee shall receive all applications, select candidates to be interviewed and make hiring recommendations to the board.

11.3 Dispute Resolution Committee

11.3.1 The Dispute Resolution Committee will be chaired by the Director of Risk Management and reports to the Board and shall consist of the Director of Risk Management, at least two (2) other Board Members.

11.3.2 The Dispute Resolution Committee shall:

- a. investigate any minor or major infractions of the Ontario Minor Hockey Association Code of Conduct and the Greater Kingston Hockey Association Code of Conduct by members;
- b. recommend subsequent discipline to the Board;
- c. maintain written records of all discipline rulings;
- d. allow appeals in accordance with the Ontario Minor Hockey Association, Ontario Hockey Federation and Hockey Canada guidelines; and
- e. ensure Greater Kingston Hockey Association accedes to the rules, regulations and directions of the Ontario Minor Hockey Association, Ontario Hockey Federation and Hockey Canada.

11.4 Budget Committee:

11.4.1 The Budget Committee shall consist of the President, the Vice President, Treasurer, Secretary, Accountant, Ice Scheduler and other Board Members as required.

11.4.2 The Budget Committee shall:

- a. prepare a budget for the Greater Kingston Hockey Association for the next fiscal year for submission to the Board for approval;
- b. liaise with all Committees and Board Members to receive estimates of revenues and expenditures for the next fiscal year of the Greater Kingston Hockey Association for purposes of preparing the Budget;
- c. finalize schedule of budget submissions from all committees on an annual basis; and
- d. recommend policy to the Board regarding financial budgeting and planning.

11.5 Standing Committee Procedure

11.5.1 All Standing Committees shall comply with all Bylaws, guidelines, Policies and procedures of the Greater Kingston Hockey Association as determined by the Board and shall comply with all requirements of the Ontario Minor Hockey Association, Ontario Hockey Federation and Hockey Canada and, if applicable, any other hockey organizations with which Greater Kingston Hockey Association teams are participating.



- 11.5.2 Each Standing Committee shall meet at the call of the Chair but shall meet at least once per year.
- 11.5.3 Notice of all Meetings of Standing Committees shall be communicated to all Members of the standing committee at least seven (7) days prior to the Meeting, except that such notice may be waived by consent of all Members of the Standing Committee.
- 11.5.4 A quorum for a Standing Committee shall be a majority of the Members of the appropriate Standing Committee.
- 11.5.5 Each Member of a standing committee present at a Meeting shall be entitled to one vote; In the case of an equality of votes, the Chair will cast the deciding vote.
- 11.5.6 Standing Committees shall maintain and keep minutes of their Meetings and shall report to the Board at regular intervals and at any other time upon request by the Board.
- 11.5.7 Each Standing Committee shall prepare an Annual Report of the matters for which it is responsible to be presented to the Membership at the First General Meeting of the Members of the Greater Kingston Hockey Association.

11.6 Sub-Committees and Ad Hoc Committees

The Standing Committee procedure shall govern the procedure of all sub-committees and Ad Hoc committees of the Greater Kingston Hockey Association.

12. FINANCIAL YEAR

- 12.1 The financial year of the Greater Kingston Hockey Association shall terminate on the 30th day of April in each year.
- 12.2 A Review Engagement of the financial records of Greater Kingston Hockey Association must be conducted at the end of the fiscal year by the Accountant appointed at the Second General Meeting of the Membership.

13. BANKING ARRANGEMENTS

13.1 Banking Resolution:

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

- a. Operate the accounts of the Greater Kingston Hockey Association with a bank or a trust company;
- b. make, sign, draw, accept, endorse, negotiate, lodge, deposit or transfer any of the cheques, promissory notes, drafts, acceptances, bills of exchange and orders for the payment of money;



- c. issue receipts for and orders relating to any property of the Greater Kingston Hockey Association; and
- d. donate to other charitable / non-profit organisations to support charitable programs and services within the community.

13.2 Deposit of Securities

The securities of the Greater Kingston Hockey Association shall be deposited for safekeeping with one or more banks, trust companies or other place or places of safekeeping to be selected by the Board. Any and all securities so deposited may be withdrawn, from time to time, only upon the written order of the Greater Kingston Hockey Association signed by such Board Member or Board Members, agent or agents of the Greater Kingston Hockey Association, and in such manner as shall be determined from time to time by resolution of the Board, and such authority may be general confined to specific instances. The institutions which may be so selected as custodians of the Board shall be fully protected in acting in accordance with the directions of the Board and shall in no event be liable for the due application of the securities so withdrawn from deposit or the proceeds thereof. All deposits must be in GIC's, Bonds or cash accounts.

13.3 Signing of Cheques

All cheques shall be signed by the President and one other Board Member of the Greater Kingston Hockey Association with signing authority.

14. NOTICE

14.1 Computation of Time:

In computing the date when notice must be given under any provision of this Bylaw, requiring a specified number of days' notice of any Meeting or other event, the date of giving the notice is included, unless otherwise provided.

14.2 Omissions and Errors:

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

14.3 Method of Giving Notice:

- 14.3.1 Where notice is to be sent for a Members' meeting it may be sent by email or posted on the website or by personal delivery to the member or to a person who resides at the residence last provided by the member to the Greater Kingston Hockey Association
- 14.3.2 Notice of a Board Meeting may be sent by email, mail, by telephone or personal delivery to a person at the residence of the Board Member at the last address provided to GKHA.



14.3.3 Notices sent are deemed sent on the day of emailing, mailing, telephoning, delivery, or delivery to a person at the residence of the Member, Board Member, or Board Member.

14.3.4 Any Member or Board Member may waive any notice required to be given to him under any provision of the Corporations Act, the Letters Patent, the Bylaws, or other wise and such waiver whether given before or after the meeting or other event which requires notice shall serve any default in giving such notice.

15. RULES OF PROCEDURE

15.1 The Rules contained in the most current edition of Robert's Rules shall govern the rules and procedures to be used in conducting the Meetings and affairs of the Greater Kingston Hockey Association in all cases to which they are applicable, and in which they are not inconsistent with the Bylaw or other governing documents or laws affecting the Greater Kingston Hockey Association.

16. AGENTS AND EMPLOYEES

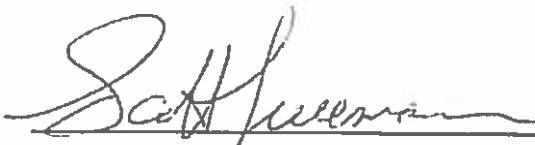
16.1 The Board of Directors may appoint any agents and retain any employees that it considers necessary. The person appointed or retained shall have the authority and shall perform the duties prescribed by the Board.

16.2 The remuneration for any agents or employees shall be fixed by the board by resolution. The resolution shall be effective on the date set out in the resolution.

17. EFFECTIVE DATE

17.1 This Constitution shall come into force without further formality upon its enactment after approval by the Members of the Greater Kingston Hockey Association as herein before set out.

17.2 The foregoing Bylaw is hereby enacted, ratified, sanctioned, confirmed and approved without variation by the affirmative vote of the Members of the Greater Kingston Hockey Association at a General Meeting of the Members of the Greater Kingston Hockey Association duly called and held at in the Municipality of Kingston, Ontario, and at which a quorum was present on the day of 13 May 2019.

 13 May 2019

Greater Kingston Hockey Association President


Greater Kingston Hockey Association Secretary



DEFINITIONS

17.3 In this Bylaw and all other Policies and Resolutions of the Greater Kingston Hockey Association, unless the context otherwise requires:

- (a) "FIRST GENERAL MEETING OF THE MEMBERSHIP" means Annual General Meeting as such term as defined in section 7.1;
- (b) "Board" means the Board Committee of the Greater Kingston Hockey Association as elected by the Members from time to time;
- (c) "Kingston" means the municipality of Kingston within the Province of Ontario;
- (d) "Greater Kingston Hockey Association" means Greater Kingston Hockey Association (or such other name as the Greater Kingston Hockey Association may in the future adopt).
- (e) "Corporations Act" means the Corporations Act R.S.O. 1990, Chapter 38, and any statute amending or enacted in substitution therefore, from time to time;
- (f) "Family" includes all persons residing in the same residence and all parents or guardians of any child residing in that residence;
- (g) "Guardian" means any person standing in the place of parent;
- (h) "HC" means Hockey Canada (or such other name as HC may in the future adopt);
- (i) "Letters Patent" mean the Letters Patent incorporating the Greater Kingston Hockey Association, as from time to time amended by Supplementary Letters Patent;
- (j) "Member" means any class of membership in good standing in the Greater Kingston Hockey Association as provided for in section 4;
- (k) "Board Member" means any individual who holds office enumerated in Article 8;
- (l) "OHF" means Ontario Hockey Federation (or such name as the OHF may in the future adopt);
- (m) "OMHA" means Ontario Minor Hockey Association (or such name as the OMHA may in the future adopt); and
- (n) "Policy" means any written statement governing issues affecting the affairs of the Greater Kingston Hockey Association which has been considered and approved by the Board of the Greater Kingston Hockey Association.

17.4 All terms defined in the Corporations Act have the same meaning in this Constitution and all other Constitutions and Resolutions of the Greater Kingston Hockey Association, unless otherwise defined herein.

