

CONSTITUTION OF THE NOVA SCOTIA WOMEN'S HOCKEY LEAGUE

Ver. May 28, 2011

ARTICLES

ARTICLE I

ORGANIZATION

Section I

This organization shall be known as the NOVA SCOTIA WOMEN'S HOCKEY LEAGUE. (N.S.W.H.L.)

Section II

This league and its teams are members of Hockey Nova Scotia (H.N.S.) and shall abide by all rules, regulations, by-laws and articles of H.N.S.

ARTICLE II

AIM AND OBJECTIVES

The aims and objectives of this organization shall be:

1. To foster, promote, and encourage good sportsmanship and team participation for female hockey players.
2. To conduct a regular playing schedule and playoffs to determine a championship team(s).
3. To co-operate with other hockey governing bodies to promote female hockey.
4. To develop a competitive level of hockey.

ARTICLE III

MEMBERSHIP

Membership of the league shall be composed of players, team officials, executive and others who in the opinion of the executive are currently making a major contribution in time and effort, to female hockey and reside in the boundaries of Nova Scotia.

ARTICLE IV

OFFICERS AND COMMITTEES

Section I LEAGUE

The league shall be governed by an Executive who shall be elected annually at the annual meeting to be held on or before 31st of May and shall be elected by a majority vote of the eligible members.

Section II LEAGUE EXECUTIVE

1. The Executive of this league shall be as follows:

- President
- First Vice President
- Second Vice President
- Secretary
- Treasurer
- Member(s)-at-Large (four)

2. The signing officers for banking purposes shall be at least two of these officers.

Section III LEAGUE COUNCIL

The League Council shall consist of the Executive and one member from each team in the league for that year.

Section IV RULES AND DISCIPLINE COMMITTEE

The Rules and Discipline Committee shall be organized at the annual meeting and shall be comprised of two representatives from each Division plus the Second Vice President of the league.

Section V CONSTITUTION COMMITTEE

Constitutional Committee appointed by the Executive.

Section VI RECRUITMENT AND PLACEMENT COMMITTEE

Recruitment and Placement Committee appointed by the Executive.

ARTICLE V

POWER AND DUTIES OF THE EXECUTIVE

Section I THE PRESIDENT

1. May call a special or general meeting of the league at any time. He/she must call a meeting at the request of at least 50% of the teams in the league.
2. Shall preside over all meetings of the League Council and Executive.
3. Be responsible for all correspondence and maintaining a record of this.
4. Shall ensure that each team entering the league has sufficient ice time for the season.
5. Shall ensure acquisition of ice-time for the league's playoff games.
6. Shall be empowered to act on the behalf of this league at any meeting where representation of this League is required.
7. Shall be permitted to vote at meetings of the league only for the purpose of breaking a tie.
8. Shall ensure that statistical reports of the league are timely recorded and presented to the membership.

Section II THE FIRST VICE PRESIDENT

1. Shall assist the President in his/her normal duties and perform the duties of the President in the absence of the President.
2. Shall supervise all matters as they relate to league scheduling.

Section III THE SECOND VICE PRESIDENT

1. Shall preside over all meetings of the Rules and Discipline Committee and act as the chairperson of the same.
2. Shall assist the President in his/her normal duties and perform the duties of the President in the absence of the President and the First Vice President.
3. Provide a current edition(s) of Hockey Canada Female Hockey Regulations.
4. Shall supervise all matters as they relate to on-ice officials.

Section IV THE SECRETARY

1. Shall record the proceedings of all the meetings in the minute book.
2. Shall be responsible for the minute book.
3. Shall sign the minute book of each meeting.
4. At all meetings, the secretary shall provide minutes of the last meetings to the executive.
5. Keep constitution by-laws up to date.

6. In their absence the President shall assign the duties of the Secretary to someone on a temporary basis.

Section V THE TREASURER

1. Shall be responsible for the handling and safe keeping of the book of accounts and all financial documents.
2. Shall receive all moneys and be responsible for payment of authorized accounts.
3. Will furnish financial report at each meeting and an annual financial statement at the annual meeting.
4. Shall be responsible to initiate an independent review of the books, if so required.
5. Shall be responsible for the safe keeping of the moneys and their deposit in the bank.
6. Shall at the annual meeting present a budget forecast for the following year so as to be able to set the registration fee.

Section VI THE MEMBER AT LARGE

To carry out duties as assigned by the executive.

ARTICLE VI

DUTIES AND POWERS OF THE COMMITTEES

Section I THE LEAGUE EXECUTIVE

1. Shall have the power to determine league divisions. Divisions can be determined directly by the league Executive or the league Executive may choose to define a process for the determination of divisions. Quorum and voting procedures apply.
2. Shall have the power to determine playoff divisions and tournament seeding and rules.

Section II THE LEAGUE COUNCIL

1. Shall have the power to revise the constitution, by-laws, and playing rules of this league by a majority vote of the members voting at any meeting, provided 14 days written notice has been given prior to the meeting.
2. Shall deal with any special business, or appoint subcommittees from its members to handle such business.
3. Shall have the power to admit teams.

4. Shall ensure the effective operation of the N.S.W.H.L.
5. Shall have the power to put a team on a period of probation if the situation warrants.

Section III THE RULES AND DISCIPLINE COMMITTEE

1. Shall monitor and review playing rules of the League and make recommendations for changes of the same.
2. Shall review any incident involving any player, coach, team, team official or on-ice official for any infraction of the rules and regulations.
3. Shall have the power to suspend any player, coach, team, or team official for any such infraction of the rules and regulations or where it is deemed in the best interest of the League to such action.
4. During a review of an incident the Second Vice President and the committee members representing the Division not involved shall render a decision.

Section IV CONSTITUTION COMMITTEE

Shall bring forward on an annual basis any recommendations for changes and/or amendments to the League Constitution.

Section V RECRUITMENT AND PLACEMENT COMMITTEE

1. To development strategy for recruitment.
2. To assist teams in filling roster with players.
3. Assist the League Council in filling Executive positions and league committees.

ARTICLE VII

MEETINGS

Section I

The annual meeting of this league shall be held on or before the 31st of May.

Section II

Special meetings of this league may be called at the discretion of the President, or on a favorable vote of the League Council, or at the request of more than 50% or the teams in the league.

Section III

Notice of the annual meeting shall be publicized at least 14 days prior to the date on which the meeting is to be held and for special meetings of the league at least 7 days prior to the date of the meeting.

Section IV

The executive shall meet at least two times during the season. These meetings shall be

- 1) prior to commencement of the playing schedule.
- 2) at least two weeks before commencement of the playoffs.

Section V

At all meetings of the League or of the Executive, a quorum shall consist of 50% plus one of members of the League or of the Executive.

ARTICLE VIII

VOTING

Section I

1. At all meetings of the league or its committees, voting shall be by a show of hands unless the meeting decides upon a ballot being taken.
2. All elections shall be done by secret ballot.

Section II

1. Decision shall be by a majority of votes cast, except as stipulated in Article V, Section I, Subsection VII, or as otherwise stipulated at the meeting.

Section III

1. Each League Council member present at the meeting is entitled to one (1) vote. In the event of a tie the President or Chairperson will cast the tie-breaking vote.

BY-LAWS

BY-LAW I

By-laws may be adopted from time to time and form a part of this constitution that such by-laws do not contravene this constitution.

BY-LAW II

REGISTRATION

Section I

All players participating in the league or playoff games of the N.S.W.H.L. must be registered with H.N.S., and the team for which they are playing, except as stipulated in By-Law II, Section II. It shall be the responsibility of the team management to ensure that all players, coaches and team officials on their respective rosters are registered.

Section II

Goaltenders may play for a team other than the team for which they are registered, provided the team is in the same or higher division. An exception to allow a goaltender from one division higher can only be granted by decision of the league executive.

Section III

All teams must submit a preliminary list of registered players on or before the start of league play of each year. The final list of registered players of the year must be submitted by January 31st.

Section IV

Once preliminary rosters have been submitted, and the first game has been played, a player must be released by the team that they are registered with and be accepted by another team in order to change teams.

BY-LAW III

EQUIPMENT

Equipment shall agree with the rules as applied by Hockey Canada - Female Hockey.

BY-LAW IV

STANDINGS

Section I

League standings shall be decided by total points awarded as follows:
Two (2) points for a win.

One (1) point for a tie.

Section II

In the event of a tie in the standings the tie break will be:

- 1 - Most wins
- 2 - Head to head most wins
- 3 - Least losses
- 4 - Offensive Ratio (Goals For divided by Goals Against)

BY-LAW V

CANCELATION OF GAMES

Section I

Scheduled league games may be canceled without penalty for reasons of:

- 1 - Weather conditions (Not safe for travel to and from games)
- 2 - An extremely grievous situation. (Note: Any team claiming to have to reschedule a game for an extremely grievous situation shall have that reason reviewed by the Rules and Discipline Committee for validation.)

Section II

Any game canceled as per By-Law V, Section I, subsections 1 and 2, will be re-scheduled by the Executive.

Section III

Any games canceled other than those specified in By-Law V, Section I, will be subject to penalties outlined by By-Law XI, Section II.

BY-LAW VI

SUSPENSIONS

Section I SUSPENSION VIOLATIONS

Any violation of suspension (i.e. Playing) will have the effect as a subsequent infraction plus the coach will be assessed a (one) game suspension. Habitual violations shall be dealt with by the Rules and Discipline Committee.

Section II OFFICIALS

1. The home team shall be responsible for the payment of on-ice and off-ice officials for their home games, regardless of site of the game.
2. For all regular league games the two (2) man system shall be used for on-ice officials. It is also required that at least one of these officials be Level III, with the other at least a Level II.
3. Complaints of officials shall be submitted by the Team Rep, to Second Vice President in writing or by e-mail within 72 hours of game.

BY-LAW VII

GAME

Section I

1. Teams who have 1.5 hours of ice time or more, shall play three (3) fifteen minute stop time periods. The teams will have a minimum of five (5) minutes for warm-up. There shall be no floods between periods unless agreed upon by both teams prior to the beginning of the games.
2. Teams who have 1 hour of ice time shall play three (3) twelve minute time periods. The first period shall be straight time. The second and third periods shall be stop time. The teams will have a minimum of five (5) minutes for warm-up. There shall be no floods between periods.
3. Warm-ups will begin immediately upon the Zamboni leaving the ice.
4. Each team will be permitted one 30 second time out per game.
5. If time runs out before the game is finished and the outcome of that game is in question, that situation shall be reported to the President.
6. In games where there is a seven (7) goal spread the timing of the game can go stop time to straight time at the discretion of the losing team. If at any time the seven goal spread is not maintained the game time goes back to stop time.
7. In case of sweater conflicts (same color) the visiting team will be required to change their jerseys.
8. In order to be eligible for playoffs, a player must play one third (1/3) of the regular scheduled games.
9. Exceptions to number 8 will be decided by the Rules and Discipline Committee upon receipt of documented medical certificates.

BY-LAW VIII

ADMISSION TO THE LEAGUE

Section I

Any team wishing to play in the league must submit to the league, prior to August 15th, a letter requesting admittance. The letter will indicate ice times, if available, the team name and contact.

Section II

Application for admission shall be voted on by the League Council. The results of the vote shall be transmitted to the applicant as quickly as possible.

Section III

Any team gaining admission to the league shall be subject to a one-year probation period.

BY-LAW IX

PLAYER LIMITS

Section I

There shall be no player under the age of 15 as of December 31st of the current playing season playing in the N.S.W.H.L.

Section II

Any player who is seventeen years of age or younger as of December 31 of the season shall be required to provide parental consent prior to participating in any league games.

Section III

League teams shall be eligible to register no more than four (4) players under the age of 18 as of Dec 31st. Underage players cannot displace adult players from a team.

Section IV

Beginning in the 2011-12 season, players that have played on a varsity or elite midget team within the past 5 years must play in the NSWHL's top division unless granted an exception by the league executive. Also, lowest division players must not have played varsity or elite midget in the past unless granted an exception by the league executive. Illegal player rules will apply.

Section V

Players registered as a varsity hockey player at a University, in the current hockey season, shall not be permitted to play in the N.S.W.H.L. while registered as a varsity hockey player.

BY-LAW X

APPEALS AND PROTESTS

Section I PROTESTS

Each team shall have the right to file a protest of any game. The procedure to be followed in the filing of such protests is:

1. In order to appeal a game the team must notify the on-ice officials prior to the end of the game of their intent to file a protest. The officials shall cause a notation of such intent on the game report.
2. The protesting team must notify in writing the Rules and Discipline Committee of the protest within forty-eight (48) hours of the game.
3. The protest must be accompanied with a fifty dollar (\$50.00) protest fee, refundable if the protest is successful. The fee is not to be a postdated cheque.
4. The chairperson of the Rules and Discipline Committee shall cause a meeting to be held as soon as possible to deal with the protest.
5. Any decision of the Rules and Discipline Committee of the N.S.W.H.L. may be appealed to H.N.S. Such an appeal must follow the procedures outlined by H.N.S. for such appeals.

Section II APPEALS

Each team member shall have the right to file an appeal of any suspension that has been assessed upon them. The procedures to be followed for filing an appeal of a suspension are:

1. The appealing team member must notify in writing the Rules and Discipline Committee of the protest within forty-eight (48) hours of notification of the suspension.
2. The appeal must be accompanied with a fifty dollar (\$50.00) protest fee, refundable if the appeal is successful. The fee is not to be a postdated cheque.
3. The Chairperson of the Rules and Discipline Committee shall cause a meeting to be held as soon as possible to deal with the appeal.
4. Any decision of the Rules and Discipline Committee of the N.S.W.H.L. may be appealed to H.N.S. Such an appeal must follow the procedures outlined by H.N.S. for such appeals.

BY-LAWS XI

PROCEDURES AND FINES

Section I REGISTRATION

1. Registration consists of 3 parts: an insurance fee, a league fee and any ice time and referee costs indicated by the league prior to the commencement of league play in that season.
2. All fees for the season are due to the Treasurer prior to the commencement of league play in that season.

Section II CANCELING OF GAMES WITH PENALTY

1. For the first incident of a team canceling without acceptable reason, that team will be fined \$250.00 and assessed a forfeit loss.
2. For the second incident of a team canceling without acceptable reason, that team will be fined \$250.00, assessed a forfeit loss and issued a warning.
3. For the third incident of a team re-scheduling or canceling without acceptable reason, that team will be fined \$250.00 and expelled from the league. All games scheduled with that team previous to and following will be credited as wins to their opponent. The team's status for the following year will be decided upon during a meeting by the remaining teams in the league.
4. Any team unable to play a game is to notify their opponent and the President of the league as soon as possible.

Section III REPORTING GAME RESULTS

All home teams must send a game report within 72 hours of the completion of the game and mail the original gamesheet to the league within one week of the completion of the game. A forfeit loss may be assessed against a home team if a gamesheet is not received by the league within the above timeframes.

1. For the first incident of any team found to be negligent in these practices, that team will be given a written warning to improve procedures.
2. For the second and subsequent incidents, the team will be fined \$20.00. A written warning will be forwarded to the offending team and a forfeit loss may be assessed.

Section IV REPRESENTATION AT MEETINGS

Teams registered with the League must have one representative at all League meetings except in extreme grievous situations, which will be voted on by the Executive. Infractions will result in a \$50.00 fine.

Section V PAYMENT OF FINES

Teams that have accumulated fines during the first half of the regular season games must pay the total of those fines, prior to the commencement of play in January. Teams that have accumulated fines during the second half of regular season games must pay the total of those fines, prior to the commencement of playoffs. Teams that have not met these deadlines will be suspended, until such time that the fines have been paid. If fines have not been paid prior to the completion of playoffs, a decision regarding that team's inclusion in the league the following season will be made by the League Council.