

BRAMPTON YOUTH SOCCER CLUB INC.

CONSTITUTION

2018

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BY-LAWS

ARTICLE ONE NAME

The name of the club shall be the Brampton Youth Soccer Club Inc. (BYSC, Inc.) and hereafter referred to as the club. The headquarters of the Club shall be located within the District Boundaries of the Peel Halton Soccer Association, hereinafter referred to as the District Association.

ARTICLE TWO PURPOSE

- A. To promote, govern and improve organized soccer in the City of Brampton and to foster among its members, supporters and teams a general community of spirit.
- B. To help individuals to develop their character as resourceful and responsible Members of their community by providing opportunities, through the game of soccer, for their mental, physical, social and leadership development.
- C. To maintain and increase interest in the game of soccer.
- D. To have and exercise general care, supervision and direction over the playing interests of its teams and members.

ARTICLE THREE AFFILIATIONS

- A. The Club shall be a Member of the Peel Halton Soccer Association and shall follow the published rules of the District Association and Ontario Soccer, hereinafter referred to as Ontario Soccer. The Club shall also be affiliated with the City of Brampton, Recreation Department. The Club is subject to the published rules in declining order of authority of the following governing organizations to which it is affiliated:
 - 1. Ontario Soccer
 - 2. The District Association
 - 3. The City of Brampton, Parks and Recreation Department
 - 4. The Club
- B. The official Representative team colours are white and blue with red trim. The alternate shirt colour will be blue.

ARTICLE FOUR MEMBERSHIP

- A. Membership in the club shall consist of such soccer players and adults who shall agree to abide and comply with the rules of the club and the decisions of club officials who have been duly elected or appointed.

Regular Member:

A regular Member is either: a registered player, a Board of Directors Member, a registered Club Coach, a registered Club Assistant Coach or a registered Manager.

- B. Members eligible to vote at the Annual General Meeting or Special General Meetings are Board of Directors Members, Convenors, Coaches, Assistant Coaches, Managers and players who are registered with the club at the time of the meeting. Players under 18 years of age must be represented by a parent or legal guardian. Proof of player registration shall be receipt of the registration form or a certified copy thereof.

Although an individual may qualify for, and be registered under, more than one of the above categories, each individual holds only one Membership in the Club, and is entitled to one vote at Members' meetings.

- C. Player registration fees shall be set by the Board of Directors and registration will close at the discretion of the Board of Directors. A player shall become a regular Member when approved by the Club.

Upon application, a coach shall become a regular Member upon acceptance by the directors of the Club. A coach is an individual who is registered with Ontario Soccer to teach, instruct, train and guide players to play the game of soccer.

- D. Discipline of Member:

A Member may be fined, censured, suspended or expelled from Membership for cause and only after charges have been laid in accordance with the Club's published rules and a hearing held in accordance with the Club's and Ontario Soccer's published rules. An individual whose Membership has been suspended loses all rights of Membership until the suspension has been terminated.

Player, team and team official discipline for game infractions is governed in accordance with the procedures published by Ontario Soccer.

Any Member who infringes the Articles or rules of the Club or brings the Club into disrepute, may be reprimanded, suspended or expelled from the Club after a hearing by the Board of Directors of the Club at which hearing the Member is entitled to attend.

- E. Termination of Membership:

Membership in the Club shall be deemed to have been terminated:

If the Member submits a signed letter of resignation to the Club;

If the Member is expelled by the Club's Board of Directors;

If the Member is no longer registered with the Club

ARTICLE FIVE BOARD OF DIRECTORS

1. BOARD OF DIRECTORS - OFFICERS

- A. The management and administration of the affairs of the club shall be vested in the Board of Directors as appointed or approved. Interpretation of the constitution and by-laws by the Board of Directors shall be subject to Article Fourteen. The Board of Directors of the club shall consist of the following: President, Vice President, Secretary, Treasurer and Directors as required.

- B. All members of the Board of Directors of the club must live within the City of Brampton. Any member not residing in the City of Brampton maybe eligible upon approval from the Board of Directors. To fall in line with the City of Brampton affiliation policies.
- C. Members of the Board of Directors must not be engaged as board members or act in any other capacity (coach, assistant coach, manager, trainer, referee, etc.) with any other Club without the consent of the BYSC Board of Directors.
- D. The Board of Directors shall be elected at the Annual General Meeting for a period of two years. The President, Secretary and one Director-at-Large, to be elected in EVEN years. The Vice President, Treasurer and two Director(s)-at-Large, to be elected in ODD years.
- E. A Director has the right to resign her or his position by submitting a signed letter of resignation to the Club. Any Member resigning during their period in office for reasons unacceptable to the Board of Directors, or for cause, will not be eligible to run for, nor be appointed as an officer or director, for two years.

A vacancy on the Board of Directors and their respecting position(s) held, caused by death, or resignation which has been accepted by the Board of Directors, shall be filled by a majority vote of the Board of Directors. The successor Director shall hold his or her incumbent's position(s) for the remainder of the term being filled.
- F. Only members who have served two consecutive years on the Board of Directors shall be eligible to run for the position of President, Vice-President, Secretary and Treasurer. Members interested in running must notify the Secretary no later than thirty days prior to the Annual General Meeting. If no one meets these criteria, an exception may be made. Once nominations are closed no other nominations will be received provided the nomination had been accepted.
- G. Any Member of the Board of Directors will not be assigned to any team in any capacity without the consent of the BYSC Board of Directors.
- H. A Director may hold more than one position.
- I. A Director shall be 18 years of age or older, shall not be an undischarged bankrupt and shall be a Regular Member of the Club.

2. PROCEDURES AND RESPONSIBILITIES

At all General Meetings, the President or Vice President and twelve (12) eligible voting members will constitute a quorum for the transaction of business. A majority of the members of the Board of Directors shall form a quorum at all meetings of the board.

Removal of Director

No Member of the Board of Directors shall be removed for arbitrary reasons but may be removed if the Director is unable to perform the duties expected of the position due to, but not limited to, any of the following reasons:

1. If she/he becomes incapable of performing the business of the Club

2. If she/he wilfully neglects their duties to the Club
3. If she/he is absent from two or more meetings of the Board of Directors without satisfactory reason
4. If she/he no longer resides in reasonable proximity to the Club
5. If she/he becomes, or is discovered to be, an undischarged bankrupt; or
6. The Director has compromised the integrity of the Club due to, but not limited to, any of the following reasons:
 - a) If she/he has been found guilty of an offence under the Harassment Policy of Ontario Soccer
 - b) If she/he has been found guilty of an offence involving violence under the Discipline Policy of Ontario Soccer
 - c) If she/he has failed to properly account for monies or other property belonging to the Club
 - d) If she/he has been found guilty of a criminal offence regardless of whether or not the offence directly affected the Club.

A Member of the Board of Directors holding his or her respective position(s), as Director or other position(s), may be removed from office by the Board of Directors for good and sufficient cause by a 2/3's vote of the Board of Directors present, provided notice to remove the Director has been given to all Directors of the Club. If a Director is removed by the Board of Directors, the Board of Directors may appoint a successor to the position(s) for the remainder of the term(s) being filled.

A Member of the Board of Directors may also be removed from office for good and sufficient cause at a meeting of the Members of the Club provided notice to remove the Director has been given to persons entitled to attend the Members' meeting. If a Director is removed at a Members' meeting, the Members entitled to vote may elect a successor to fill all position(s) held by the removed Director for the remainder of the term(s) being filled till the remainder of the term(s) being filled.

- C. Conflict of Interest and Standards of Conduct, The Directors shall be subject to the Conflict of Interest Policy 21.0 in Ontario Soccer's published rules

No Member of the Board of Directors may vote on any matter where there is a conflict of interest involving the member, a family member or any organization the member is involved with in any capacity.

- D. The books and accounts of the Club shall be available for audit once yearly; the financial year of the club ending on the 30th of September. A financial statement shall be prepared by the accountant for the Treasurer and presented to the Board of Directors before the books are placed in the hands of the Auditors.

- E. The Board of Directors may make temporary rules or regulations governing specific cases or occasions not covered in this constitution, which may be necessary carrying out the Club objectives.

- F. There will be no correspondence by any coach, team official or any member of the Board of Directors, other than the President in his/her capacity as club spokesperson, with any other clubs, associations or leagues without the approval of the Board of Directors.
- G. The members of the Board of Directors shall receive no remuneration, for acting as such. A Director may not hold any paid staff position.
- H. All members of the Board of Directors must uphold the constitution.

3. OFFICERS DUTIES

The Board of Directors shall conduct the business of the Club during the periods between general meetings of the Club and in accordance with the authority granted to it in the published rules of the Club.

The Board of Directors shall be responsible for the appointment and renewal of appointments of all positions within the Club except for those positions elected by the Membership of the Club. This shall include the appointment of volunteer and paid positions for coach and administrator positions within the Club's operations. The selection process and the appointments shall be based on procedures outlined in the Club's published rules.

The Board of Directors may also revoke, for cause, any appointment providing that it has followed the procedures for the revoking of an appointment as outlined in the Club's published rules.

A. PRESIDENT

Except:

1. As provided for In the Dispute Resolution Policy of Ontario Soccer, and
2. Where the President delegates the responsibility to another person.

The President shall preside at all general meetings of the Club and of the Board of Directors. The President shall have a casting vote in the event of a tie. The President shall be an ex officio member of all committees, except any nominations committee. The President shall appoint all chairs of standing and special committees subject to ratification by the Board. The President shall coordinate all duties of the Board, committees, and staff. The President shall call meetings as deemed required throughout the year, but shall meet at least once every three (3) months, or if requested to do so by at least three (3) members of the Board of Directors. The President shall act as signing officer together with at least one other official on all contracts or legal matters. The President shall be the spokesperson for the club at all times, unless he/she delegates the responsibility. The President shall prepare a report for the Annual General Meeting.

B. VICE PRESIDENT

The Vice President shall assume the Presidential duties either in the absence or under the instruction of the President.

He/she must have successfully completed the Discipline Certification course recognized by Ontario Soccer.

C. PAST PRESIDENT

The Past President shall act in an advisory capacity only, have no vote or table motions at meetings and will not be part of a quorum.

D. SECRETARY

The Secretary shall maintain a record of all minutes of the organization; maintain copies of all committee reports; notify officers and committee Members of their election or appointment; furnish committees with those documents required to perform their duties; sign all certified copies of acts of the organization, unless otherwise specified in the Club's published rules; maintain record books in which bylaws, published rules and minutes are entered and have the current record books available at each meeting; send to the Membership a notice of each general meeting; send to the Board of Directors notices of each meeting; conduct the general correspondence of the organization that is not the proper function of another office or committee; prepare, prior to each meeting in consultation with the presiding officer, an order of business; and, in the absence of the president and vice-president, preside until the immediate election or appointment of a new presiding officer.

The Secretary shall keep the President and Board of Directors currently informed as to the business at hand and its disposition or action, forward to the Peel-Halton Soccer Association and Brampton Parks and Recreation Department, within fourteen (14) days of the holding of the Annual General Meeting of the club, a copy of the minutes, President's Report, Treasurer's Report, Registrar's Report, together with a complete Board of Directors list and copy of the Constitution.

E. TREASURER

The Treasurer shall ensure that full and accurate records are kept of the accounts of the Club; shall report to the Board of Directors at least once per quarter; and shall submit an Annual Report to the Annual General Meeting.

4. OTHER DIRECTOR POSITIONS AND DUTIES

The duties of other Director Positions shall be determined by the Board of Directors.

A. DIRECTOR(S) AT LARGE (3)

Under the direction of the Board of Directors, the Director(s) at Large will be responsible for the assigned duties as needed throughout the year. Duties are to be determined and assigned accordingly and when required, by the Board of Directors.

5. NOMINATIONS AND ELECTIONS

Nominations for positions on the Board of Directors may be made by any Member at the annual general meeting or at a Special General Meeting called for that purpose.

Nominations and elections for positions open shall be held in the order of the positions listed in the Constitution.

Election shall be by secret ballot, but in the event only one candidate is nominated, no vote is required and the nominated candidate shall be declared elected by acclamation.

A majority of the votes cast shall be required to elect Directors. In the event no candidate receives a majority, the candidate with the least votes shall be dropped from the ballot and another vote shall be held.

ARTICLE SIX

MEETINGS

General Meetings:

An official notice of each meeting shall be given to all Members at least 45 days before the meeting is to be held, at such place, and at such date as the Board of Directors may determine. Such notification shall be by:

- Website notice
- Newspaper announcement
- Posting at the Club office
- Any other method determined by the Members

At all General Meetings, the President or Vice President and twelve (12) eligible voting members will constitute a quorum for the transaction of business.

Annual General Meeting:

The Club shall hold its Annual General Meeting not later than January 31st of the following year. Voting will be restricted to members as defined in Article Four.

The agenda of the Annual General Meeting shall include:

- Roll Call
- Credentials Report
- Minutes of Previous Annual General Meeting
- President's Address
- Directors' Reports
- Treasurer's Report
- Auditor's Report
- Appointment of Auditors
- Other Reports
- Unfinished Business
- Amendments to the By-Laws
- Election of Officers and Directors
- Any Other Business
- Adjournment

Special General Meeting:

A Special General Meeting of the Club:

- a) may be called by the Board of Directors, or
- b) shall be called by the Board of Directors upon receipt of a written request submitted to the Club by registered mail, certified mail, trace mail, courier service, hand delivery, fax or e-mail, signed by not less than 25 Members or 25% of the voting Membership, whichever is less, setting out the items of business to be conducted at the Special General Meeting. The Special General Meeting shall be held within 30 days of receipt of the written request from the Members.

Only the business set out in the notice of the Special General Meeting shall be considered.

Voting at General Meetings:

Every regular Member aged 18 and over shall have the right to attend, speak and cast one vote at Members' meetings of the Club.

Every regular Member under the age of 18 shall have the right to attend and speak at Members' meetings, but any vote must be cast by a parent or guardian who shall also have the right to attend and speak on behalf of that Member at Members' meetings.

Proxy Voting at General Meeting:

Every regular Member, or parent or guardian of a regular Member under the age of 18, entitled to vote at a meeting of Members may by means of a proxy appoint a person, who need not be a Member, as the Member's nominee to attend and act at the meeting in the manner, to the extent and with the power conferred by the proxy.

An individual may only hold one proxy.

The format for the proxy, and the issue, or issues, for which the proxy may be cast are as defined in the Rules and Regulations.

Board of Directors Meeting:

The Board of Directors shall meet at least 4 times per year, upon 14 days' notice given by the President and Secretary, at such place and time as the Board of Directors may determine.

A majority of the Members of the Board of Directors shall form a quorum at all meetings of the Board. Questions arising at any meeting shall be decided by a majority of votes where each director is entitled to cast one vote.

ARTICLE SEVEN

COMMITTEES

The Membership at any General Meeting, or the Board of Directors at any meeting of the Board, may establish a standing committee or special committee to carry out specific business or programs of the Club.

ARTICLE EIGHT

PROCEDURES GOVERNING MEETINGS

All meetings of the Club shall be conducted in accordance with the most recently published Robert's Rules of Order Newly Revised except as may be otherwise stipulated in this By-Law or other Rules and Regulations of the Club.

- President's Address
- Minutes of last Meeting
- Correspondence
- Notice of Motions
- Treasurer's Report
- Directors' Report
- Committee Report
- Old Business
- New Business
- Adjournment

ARTICLE NINE

LAWS AND AMENDMENTS

- A. By-Law amendments may be proposed by the Board of Directors, or submitted by a Member to the Club in writing at least 15 days prior to a General Meeting of the Club; and must be approved by a majority vote of the board of Directors, and by a 2/3's vote of the Membership voting in person or by proxy at a meeting of the Club duly called for that purpose.
- B. All Members entitled to vote shall be notified with the Club's notice of the said Members' meeting about By-Law amendments. Such notification shall be by:

Website notice
Posting at Club Office

Changes and amendments to this constitution may be affected at the Annual General Meeting or Special General Meeting upon two thirds (2/3) majority vote of all eligible voting members present. No proxy votes are permitted.

ARTICLE TEN

RULES AND REGULATIONS

- A. The Club shall have Rules and Regulations which shall include, but is not limited to, the following:

1. discipline of a Member: summary of charges regarding misconduct
2. discipline of a Member: procedures for discipline hearing
3. duties of Board of Directors: authority granted to Board regarding the business being conducted
4. duties of the Board of Directors: selection process and appointment process for the appointment and renewal of appointments to the League's, paid and volunteer positions
5. duties of Board of Directors: process for revoking appointments
6. voting at General Meeting: format for the proxy, and the issue, or issues, for which the proxy may be cast

- B. PROTEST, COMPLAINTS AND APPEALS

All decisions of the Discipline Committee may be appealed to the Peel-Halton Soccer Association. Such appeal must be delivered in writing to the Association in accordance with their rules and regulations together with the correct appeals fee, if any.

The interpretation of the constitution and by laws of the club by the Board of Directors shall be subject to Article 14.

- C. AMENDMENTS

The Board of Directors may approve and publish Rules and Regulations which are not inconsistent with this By-Law and are not inconsistent with the Rules and Regulations of a higher level governing organization.

Amendments to the Rules and Regulations may be made by a majority vote of the Board of Directors or the Members at a General Meeting.

D. SPONSORS

All donations from sponsors will be handled through the Board of Directors of the club. All awards will be left to the discretion of the Board of Directors.

ARTICLE ELEVEN INDEMNITY

Members of the Board of Directors or other servants to the Club, their heirs, executors, administrators and estate and effects respectively shall be indemnified and saved harmless at all times by the Club against all costs, losses and expenses incurred by them respectively in or about the discharge of their respective duties, except such as happens from their own respective wilful neglect or default.

ARTICLE TWELVE FINANCE

- A. The accounts of the Club shall:
1. Be audited annually by a Chartered Accountant if the annual Gross Revenue is greater than \$30,000*
 - ~~2.~~ Be reviewed annually through a Financial Review Engagement completed by a Certified General Accountant, Certified Management Accountant or Certified Accountant, if the Annual Gross Revenue is \$30,000 or less;
 3. With the consent of all its Members, be exempt from any audit or Financial Review Engagement if the Annual Gross Revenue is less than \$10,000.
- B. The audit or the Financial Review Engagement statement shall be presented to the Annual General Meeting for adoption.
- C. At the Annual General Meeting of the Club, a chartered accountant firm shall be appointed to perform the audit or the Financial Review Engagement.
- D. The fiscal year of the Club shall end on the 30th of September of each year, unless otherwise ordered by the Board of Directors.
- E. The Treasurer shall give receipt for all monies, which shall be deposited in a Chartered Bank in the name of the Club.
- F. All accounts will be paid by cheque, which will be signed by the President, and Treasurer or one other officer designated by the Board of Directors.
- G. The Treasurer will provide on a monthly basis to professional Chartered Accountants, or Certified General Accountants, bank statements, cancelled cheques, cheque stubs, paid invoices, etc., who will maintain the accounting books of the club either manually or on a computer, and provide a **Management Review** and financial statement for the financial year to be presented at the Annual General Meeting.

ARTICLE THIRTEEN DISPUTE RESOLUTION

The Club shall adhere to the Dispute Resolution process as published and approved by Ontario Soccer from time to time.

Any Member of the Club may initiate the Dispute Resolution process by communicating in writing to Ontario Soccer, with a copy to the Club and District Association, the nature and facts of the dispute. Ontario Soccer, at its discretion, may proceed with the Dispute Resolution process by assigning one or more neutral persons to the dispute.

The Dispute Resolution process shall not be used for game discipline which follows the normal discipline and appeals process.

The Club shall make available to any Member the Dispute Resolution process when required.

ARTICLE FOURTEEN HARASSMENT

The Club shall adhere to the Harassment Policy as published and approved by Ontario Soccer from time to time.

The Harassment Policy shall apply to all employees, directors, officers, volunteers, coaches, game officials, administrators, players, Members and registrants of the Club.

Harassment is defined as any comment, conduct, or gesture directed toward an individual or group of individuals which is insulting, intimidating, humiliating, malicious, degrading or offensive. It includes, but is not limited to, sexual harassment.

The Club shall make available to any Member the Harassment Policy when requested.

ARTICLE FIFTEEN APPEALS

- A. Any Member or registrant of the Club directly affected by a decision of the Club may appeal such decision. The denial or termination of Membership in the Club may be appealed by a non-Member.
- B. A decision of the Club may be appealed to the District Association with which the Club is affiliated. The appeal shall be conducted in accordance with Ontario Soccer's and District Association's published rules.
- C. An individual shall not appeal a decision made by the Board of Directors regarding the appointment, non-appointment, re-appointment or revocation of an appointment of an individual to any coach or administrator position within the Club's operations, except where the selection, appointment and revocation process outlined in the Club's published rules has not been followed.
- D. An individual shall not appeal a decision made by the Club regarding a player's team assignment.

ARTICLE SIXTEEN DISSOLUTION

In the event of dissolution of the Club, and after payment of all debts and liabilities, its remaining property shall be distributed or disposed of by the Board of Directors to one or more not-for-profit soccer-related organizations, or any not-for-profit athletic community organizations, which operate solely in Ontario.

ARTICLE SEVENTEEN DEFINITIONS/TERMINOLOGY

Terminology used in this By-Law shall have the same meaning as used by Ontario Soccer in its letters patent, By-Laws and published rules.

RULES AND REGULATIONS

1. PURPOSE

- 1.1 The purpose of these Rules and Regulations is to assist the Board of Directors, Convenors, Coaches, Referees, Parents and others to provide a fair and manageable set of rules so that each player in the City of Brampton can participate in and enjoy the game of soccer both outdoor and indoor.
- 1.2 With the cooperation of all concerned, young soccer players will have an equal opportunity to play at their appropriate skill level on House League (Recreational), House League (All Star), and Representative (Competitive) teams.
- 1.3 Amendments to Rules and Regulations can be made at any time by a simple majority vote of the Board of Directors.

2. PLAYERS

- 2.1 Players must be registered with the club both for indoor and outdoor in our online registration system. The club will handle all registrations and proof of birth must be provided at this time if requested (which is usually only when the player has not been registered with the club during the previous year).
- 2.2 All players must be registered in the appropriate age group as defined by Ontario Soccer.
- 2.3 Players must play in their own age group, but exceptions may be made by the Board of Directors subject to the following conditions:
 - a) For competitive players, requests to play in an older age group should be for 'A' teams only and must come from the Team Coach in writing, accompanied by a further letter from a parent or legal guardian. An assessment would be scheduled for a Club Technical Director to verify the player is qualified to play at the older age level.
 - b) Movement at the recreational level will be at the discretion of the Board of Directors to suit the operational requirements of the club. Only Coaches son(s) 2 maximum who are one (1) year apart can play on the same team.
- 2.4 All players must be registered with the club prior to participating in any club games, events or in any league or cup game.
- 2.5 Recreational players may play for a rep team as guest player up to 5 league games providing it does not interfere with the house league game schedule.
- 2.6 The City of Brampton Parks and Recreation Department current policy regarding player residency clause must be adhered to at all times. Non-resident players must have Board of Directors' approval prior to registering with the Club. Only players for "A" Rep teams will be considered with preference given to teams in the top tier league divisions.
- 2.7 Any recreational player missing the first three (3) games of the season, without a valid reason may be removed from the team by the Convenor.
- 2.8 Players shall not wear anything which endangers themselves or others. Shirts, shorts and socks provided by the club must be worn for every game. Soccer shoes and shin guards are mandatory for all age groups.

3. TEAM OFFICIALS

- 3.1 Team officials shall mean Coach, Assistant Coach and Manager.
- 3.2 Representative teams must have a coaching staff as required by the league and the coaches must be qualified to the requirements of the league.
- 3.3 All coaches for the club will be selected as follows:
 - a) Representative team head coaches will be selected by a neutral Committee including Board of Directors members and/or additional parties representing the Brampton Youth Soccer Club prior to the start of the indoor season and appointments will be for a two-year period from October 1st to September 30th with periodic reviews
 - b) Recreational team head coaches will be recruited and assigned on an ongoing basis by the Convenor and appointments will be for the appropriate season.
- 3.4 The head coaches appointed to teams by the club will assign all team officials and will be responsible, not only for their own conduct and behaviour, but that of all team officials, players and parents as per Ontario Soccer rules.
- 3.5 All rep team officials shall be approved by the Board of Directors.
- 3.6 Coaches, Managers or Referees shall not smoke in the dressing room, neither shall they Indulge in alcoholic beverages prior to, during or after a game or practice in the vicinity of the playing field or indoor facility.
- 3.7 No coach or team official can forfeit a game for any reason.
- 3.8 The convenor must be advised immediately if a player is “benched” by the coach.
- 3.9 Coaches are required to be neat and tidy and dressed in Club issued shirt as well as ensure that players are as neat and tidy as possible at all times. Shirts, shorts and socks supplied by the club are for games only.
- 3.10 Representative teams must wear official registered main colours unless otherwise dictated by the league.
- 3.11 Only club approved sponsors, insignias, names and player numbers may appear on uniforms.
- 3.12 All equipment bags, soccer balls and nets will remain the property of the club. The coach is responsible for such items and if equipment is not returned the coach may be invoiced the appropriate cost.

4. REPRESENTATIVE TEAMS

- 4.1 Representative teams will be entered in outdoor and indoor leagues by the *club* in accordance with the rules and regulations of such leagues.
- 4.2. Any new Representative team names shall be submitted to the Board of Directors for approval.
- 4.3 Equal playing time is not guaranteed to any player on a Representative team **and parents and players must be advised by the coach prior to signing with the team.**

- 4.4 Initial selection of players must be made from the pool of players who requested to "try out". Invitations to trial games and the selection of the team is left to the sole discretion of the coach.
- 4.5 Only players properly registered with the club shall try out, practice or play for a Representative team.
- 4.6 In any age group having two Representative teams, they shall be designated the "A" and "B" teams. The coach appointed to the "A" team will have first choice of all eligible players in that age group.
- 4.7 Rep Tryouts: The names of players who have indicated on their registration form that they wish to "try out" for a Representative team will be given to the "A" team coach only. After a decided number of tryouts, the 'A' team coach shall give the names of the unselected players to the 'B' team coach. Players declining to play for the 'A' team shall be placed in the House League. All players excluded from the 'A' and 'B' teams shall be placed in the House League.
- 4.8 The Registrar will handle all player signing and transfers.
- 4.9 All Representative teams must have players signed with the team in accordance with the requirements of the league in which they play.
- 4.10 All Representative teams should sign thirteen (13) players for the indoor season and sixteen (16) players for the outdoor season. Application to register additional players will be granted at the discretion of the Board of Directors.
- 4.11 No Representative team player may play in the House League while still signed with a Representative team.
- 4.12 Player transfers between A and B teams and between Representative and House League teams must have Board of Directors approval. Player transfers within our club must be completed by December 1st for the indoor season and June 1st for the outdoor season. Player transfers between clubs shall be as per Ontario Soccer/Rep league rules.
- 4.13 A Representative team official must have a copy of the Parks and Recreation Department field permit for the field being used available for inspection at all home games and practices.
- 4.14 Representative teams must pay for all fines caused by coaches, players and parents as levied by the various leagues and associations.

5. HOUSE LEAGUE & MINI-SOCCER TEAMS

- 5.1 All House League and Mini-Soccer teams will be set up under the guidance of the House League and Mini-Soccer Directors respectively, with the intention of having balanced teams.
- 5.2 No player can be added to a House League team after June 15th for outdoor and December 15th for indoor.
- 5.3 Convenors shall not be associated with any team in the age division which they convene, and shall not move up with the same age group the following year.
- 5.4 All coaches must rate all the players on their team and provide the convenor with the information two weeks before the end of the appropriate season.

- 5.5 In all age groups teams will be set up by the convenor using the player ratings from the previous year.
- 5.6 Each team may protect a maximum of two (2) players, usually the son(s) of the coach(es).
- 5.7 House League teams shall play their games according to the rules of their respective divisions:
- a) Under 06 to 08 Divisions play Mini-Soccer 5 v 5
 - b) Under 09 to 10 Divisions play Mini Soccer 7 v 7
 - c) Under 11 to 12 Division play Mini Soccer 9 v 9
 - d) Under 13 to 18 Divisions play 11 v 11
- 5.8 All players shall participate in each game attended and officials are required to give each player equal time which is considered by the club to be at least fifty percent (50%) each game. Any violation of this rule, if reported, will be dealt with by the Discipline Committee who will take appropriate action including the deduction of points and suspension of team officials.
- 5.9 No team may play exhibition or tournament games without the prior approval of the Board of Directors.
- 5.10 Any team unable to fulfil its engagements must give the convenor fourteen (14) days notice stating the reason which must be satisfactory to the convenor - team officials missing will not be considered a valid reason. Teams not giving advance notice or unable to fulfil assignments will forfeit the game to their opponents by a score of 1-0 with no goal scorer named.
- 5.11 In Mini-Soccer age divisions, all Players, Coaches and Assistant Coaches will receive a participation trophy at the end of the season.
- 5.12 For all other age divisions trophies will be presented to the Coach, Assistant Coach and players of the team winning the League Championship and to the Cup Champions and Finalists.
- 5.13 LEAGUE CHAMPIONSHIP
- In league play, three (3) points will be awarded for a win, one (1) for a tie and zero for a loss. At the end of the season if two or more teams end up with the same number of points for first place, the league winner will be decided by the following order of tie-breakers: 1st -record of involved teams against each other (wins). 2nd - goal difference between involved teams, 3rd - overall goal difference. All other positions in the league will be decided by goal difference only.

6. HOUSE LEAGUE & MINI INDOOR RULES

- 6.1 Field of Play
The dimensions and markings shall be according to space available. The home team bench is on the left side and the away team bench is on the right side, looking on from the centre of the field.
- 6.2 Ball size
Size 3 for players under 6 to under 8.
Size 4 for players under 9 to under 12.
Size 5 for players under 13 and up.
Only official indoor felt soccer balls will be used for practices.

- 6.3 Number of Players
Games shall be played five (5) a side, including the goalkeeper, in **U6 to U8**. Teams must field a minimum of five (5) players to start the game. The maximum number of players in a team shall be ten (10).
Games shall be played seven (7) a side, including the goalkeeper, in **U9 to U18**. Teams must field a minimum of seven (7) players to start the game. The maximum number of players in a team shall be thirteen (13).
In the event there are insufficient players at the scheduled start time of the game, there will be a 10 minute grace period (this time shall be deducted from the total game time).
- 6.4 Players Equipment
Players shall not wear anything which endangers themselves or others. Shirts, shorts and socks provided by the club must be worn for every game. Only goalkeepers may wear equipment to protect their knees and elbows. Shin pads are mandatory. Suitable indoor footwear must be worn. Shoes that mark the floor will not be allowed in the gym.
- 6.5 Duration of Game
Each game shall consist of following times...

U6 - U9 - two, twenty (20) minute halves.
U10 - U18 - two, twenty-five (25) minute halves.

Games must start and finish on schedule. No stop time will be used. At half time, there will be a 2-minute break.

Substitutions to take place only at the following stoppages in play:
- At the 5, 10 and 15-minute mark of each half
- In case of injury, at the referee's discretion
- At the beginning of the second half.

Each player must play equal time, excluding the goalkeeper. At the 5, 10 and 15-minute mark of each half, the referee shall signal for player changes. All players on the bench must be substituted.
For all cup games, in the event of a tie after regular time, the game will be decided by the taking of penalty kicks by five (5) selected players, with the remaining rules according to the O.S.A.
- 6.6 Starting the Game
The home team takes the kick-off in the first half of the game and the away team in the second half.
- 6.7 On the Indoor Field
The goal area shall be designated in front and beside the goal. (There is no penalty area in the gymnasiums.) Any foul committed by the defending team in this area will result in a free kick to be taken by the opposing team from outside the goal area.
- 6.8 Fouls
In addition to O.S.A. RULES, no slide tackles are permitted.
- 6.9 Kicks
All kicks (excluding penalty kick) - Free-kick, kick-in, kick-off, goal-kick, and corner-kick are indirect. Opposing players shall be more than 3 metres away from the ball.

- 6.10 **Dead Ball**
The ball will be considered out of play if it is trapped in a corner or against a wall by players, and when the ball strikes any obstruction above the field of play. A free-kick shall be awarded to the opposing team.
- 6.11 **Discipline and Conduct**
Coaches are responsible for the conduct of themselves, their players, their assistants and parents. A player who is ejected (red card) from the game by the referee shall be sent off for the remainder of the duration of the game and his team shall play short for the next 5 minutes.

7. HOUSE LEAGUE OUTDOOR RULES

- 7.1 **Field of Play**
The "home" team bench is on the left side and the "away" team bench is on the right side, looking on from the centre of the field. Coaches may only coach within ten (10) metres left or right of their team bench and one metre from the sideline. Substitute players must remain on the team bench. Spectators must remain in their designated areas, away from the team benches.
- The "home" team is responsible for providing the game sheet and game ball (the "home" team is the team listed first on the schedule). Coaches must ensure that game sheets are fully legible and correctly filled in and must reach the Referee by half time.
- 7.2 **Ball Size**
Size 3 for players Under 06 to 08
Size 4 for players Under 09 to 12
Size 5 for players Under 13 to 18
- 7.3 **Number of Players**
Games shall be played five (5) a side, including the goalkeeper, in **U6 to U8**. Teams must field a minimum of five (5) players to start the game. The maximum number of players in a team shall be ten (10).
Games shall be played seven (7) a side, including the goalkeeper, in **U9 to U10**. Teams must field a minimum of seven (7) players to start the game. The maximum number of players in a team shall be thirteen (13).
Games shall be played nine (9) a side, including the goalkeeper, in **U11**. Teams must field a minimum of seven (7) players to start the game. The maximum number of players in a team shall be fourteen (14).
Games shall be played eleven (11) a side, including the goalkeeper, in **U12 to U18**. Teams must field a minimum of seven (7) players to start the game. The maximum number of players in a team shall be sixteen (16).
In the event, there are insufficient players at the scheduled start time of the game, there will be a 10-minute grace period (this time shall be deducted from the total game time).
Any team failing to field the required number of players will forfeit the game to their opponents by a score of 1-0 with no scorer accredited. If both teams are unable to field the required number of players, then both teams forfeit the game.
- 7.4 **Duration of Games**
The duration of league and cup games are as follows:
- | | |
|--------------------------|--------------------------------------|
| UNDER 06, 07, 08, 09, 10 | - 48 minutes, 4 x 12 minute quarters |
| UNDER 11 | - 60 minutes, 2 x 30 minute halves |
| UNDER 12, 13 | - 70 minutes, 2 x 35 minute halves |
| UNDER 14, 15 | - 80 minutes, 2 x 40 minute halves |
| UNDER 16 -18 | - 90 minutes, 2 x 45 minute halves. |

Substitutions for the U6, U7, U8, U9 & U10 age groups will be allowed only at the following times:

- At the beginning of each quarter
- As a result of an injury at the discretion of the referee

Substitutions for the U11 - U18 age groups will be allowed in all league and cup games, only after informing the Referee at the following times:

- After a goal, has been scored
- At a goal kick
- As a result of an injury at the discretion of the Referee
- At the beginning of the second half, or first or second half of overtime play.

In the event of a game not being completed due to insufficient light, weather conditions or if abandoned by the Referee, the game will be replayed unless at least ten (10) minutes of the second half has been played. The Referee's time will be the official time.

All rescheduled games will be at the discretion of the Field Director and will be based on availability of fields.

For playoff and cup final games, in the event of a tie after regular time, the game will be decided by the taking of penalty kicks as per Ontario Soccer rules.

7.5 MINI SOCCER U6, U7, U8, U9 & U10

There is no offside and no penalty kicks in Mini-soccer.

All free kicks are indirect and opposing players must remain six (6) metres from the ball while such kicks are being taken. Any foul committed by the defending team in the goal area will result in a free kick; to be taken by the opposing team from outside the goal area.

7.6 Referees

Referees will be appointed by the Referee Director. In the event of the non-appearance of the Referee, the opposing teams must agree on a suitable substitute and the game must be played. In the event that a mutually agreed Referee cannot be found, then each coach or their representative must officiate for one half of the game. The "home" coach will referee the first half and the "away" coach the second half.

8. FIELDS AND FACILITIES

8.1 Playing fields and indoor facilities are the responsibility of the Field Director who will maintain an up-to-date master chart on all facilities.

8.2 No unscheduled use of any field will be permitted without first consulting the Field Director (i.e. rescheduled, replayed or exhibition games). Officials not abiding by this rule may be disciplined and assessed costs for damage.

8.3 **RAIN OUT POLICY** - The Field Director will be responsible for advising all persons concerned when fields are cancelled by the Parks and Recreation Department. **VIOLATION OF THIS CAN RESULT IN THE CLUB'S PERMITS TO USE THE FIELDS BEING CANCELLED FOR THE ENTIRE SEASON.**

8.4 The Parks and Recreation Department will decide if a field is playable or not prior to the start of the game, thereafter the Referee if a Parks and Recreation official is not available.

8.5 Coaches must carry a copy of their field permit to all games and practices.

9. TOURNAMENTS

- 9.1 All tournaments entered by the club must be sanctioned by Ontario Soccer or other Provincial, State or National Soccer Association.
- 9.2 Only Elite and Premier Division teams will be entered in the Ontario Cup except where tier two Divisions exist. All eligible teams will be entered into the Dave Morrison Memorial Tournament.

10. DISCIPLINE AND APPEALS

- 10.1 The Discipline Committee will consist of a Chairperson (Vice President or delegate), and at least two other persons.
- 10.2 Coaches are required to instruct their players as to discipline, sportsmanship and proper behaviour.
- 10.3 Any House League player ejected (red card) from a game by the Referee is automatically suspended from participating in the next game of the season, whether this be a league game or a cup game. The length of the suspension may be extended by the Discipline Committee if deemed appropriate.
- 10.4 Any House League player accumulating three cautions (yellow cards) during the season is automatically suspended from participating in the next game of the season whether this be a league game or a cup game.

11. FUNDRAISING

- 11.1 All requests to raise funds must be submitted, in writing, to the club for approval and must not in any way conflict with the efforts of the club to raise funds.
- 11.2 All Representative teams should have a bank account at the bank designated by the Club, with a least two (2) signing officials, one of which must be a club official with signing authority. The account will remain the property of that team until that team no longer exists and any remaining funds should be returned to the club.
- 11.3 Each team must provide the club and the team's parents with a team financial statement by September 30th of the current year.
- 11.4 To assist in fundraising for the club, each Representative team can designate one person for the year to participate at each bingo operated by the club. This will be dependant on availability. Teams providing help at each bingo will be given an allowance for that bingo. Teams missing three (3) bingos in a row will be dismissed from any further participation in Bingos until the end of the fiscal year.

12. OTHER ITEMS

- 12.1 All matters not covered in these Rules and Regulations will be referred to Ontario Soccer rules and regulations.