

KEMPTVILLE JAGUARS



Constitution and By-Laws of the Kemptville Minor Football Club

Revised September 2025

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Constitution of the Kemptville Minor Football Club

ARTICLE 1 – NAME AND AFFILIATIONS

- 1.1 The name of the organization is the “Kemptville Minor Football Club” hereinafter referred to as “KMFC”.
- 1.2 The teams operated by KMFC shall be identified with the name Kemptville Jaguars, hereinafter referred to as “The Jaguars”.
- 1.3 KMFC is a non-profit organization and is committed to adhere to ONCA compliancy.
- 1.4 KMFC is a territory member of the National Capital Amateur Football Association, hereinafter referred to as the “NCAFA”, and Provincial Sport Organization, Football Ontario.
- 1.5 KMFC is operated out of the Municipality of North Grenville and uses the current address of the Kemptville Campus located at 850 Heritage Drive, Kemptville, Ontario, K0G 1J0.

ARTICLE 2 – OBJECTIVES OF THE CLUB

- 2.1 Our core values are Respect, Discipline, Teamwork, Leadership, Education, Commitment, Fairness, and Development.
- 2.2 Our Mission Statement is ***‘To provide football for all, through LEADERSHIP, PROMOTION, and DEVELOPMENT’.***
- 2.3 Our Vision Statement is ***‘To demonstrate leadership within our community and across the province’.***
- 2.2 Our Club objectives are as follows:
 - a) To promote fair play and sportsmanship in a safe, healthy and inclusive environment for ***ALL*** our players.
 - b) To provide recreation, active living and team engagement through football activities, development and competition for all participants.
 - c) Ensure all volunteer participants receive the necessary instruction, direction, and training to allow for a fun, healthy, safe and harassment free, inclusive environment.
 - d) To ensure all present and future members receive fair and equal treatment.
 - e) To engage our players, families, coaches, executives, and volunteers in developing and fostering strong relationships to support the community of North Grenville.

ARTICLE 3- EXECUTIVE BOARD / EXECUTIVE MEETINGS

Other than as may be set out in this Constitution, The Executive Committee Terms of Reference may, as By-Laws, change from time-to-time to reflect both the changing needs of The Club and to best-capitalize on the specific skills and experience of the members of the Executive Committee. General Terms of Reference for each Executive Committee position may be outlined in the Bylaw’s of the Club. General

Terms of Reference for our key Executive Committee roles are outlined as follows:

3.1 The Executive Board:

- a) The Executive will consist of 9 voting members and Directors/Members at Large to support the development of Kemptville Minor Football Club.
- b) The President, Vice-President of Administration and Vice President of Football Operations will hold the term for **3 years**.
- c) At the conclusion of their three-year term, the President and Vice President's shall be eligible for re-election at the Annual General Meeting. Should either not be re-elected, they will assume the role of ex-officio board member for a period of one year, providing guidance and support to facilitate a smooth transition for the incoming officers. All other positions will be appointed by the President, and Vice-Presidents based on nominations and interest of members and non-members of the Kemptville Minor Football Club.
- d) All remaining board positions shall carry a one-year term. Formal applications will be accepted for a period of seven days following the Annual General Meeting and will be reviewed by the President and Vice Presidents. Final decisions will be announced within 21 days after the application period closes.
- e) **Resignation:** Any board member may resign by providing notice between 30 to 90 days, depending on the circumstances. In the event of a resignation, the board will appoint an interim member to serve until a formal selection is made at the Annual General Meeting.
- f) The KMFC Voting positions include:
 - 1. Vice-President of Administration/Club Registrar
 - 2. Vice-President of Football Operations
 - 3. Director of Girls Football/Field Management
 - 4. Secretary/Events
 - 5. Director of Fundraising and Marketing
 - 6. Head Trainer
 - 7. Equipment Manager
- g) The KMFC Non-Voting positions include:
 - 1. Treasurer
 - 2. Director of Coaching (Non-Executive – Paid Position)
 - 3. Ex-Officio 1 (At Relevant Time)
 - 4. Ex-Officio 2 (At Relevant Time)
 - 5. Ex-Officio 3 (At Relevant Time)
- h) The KMFC Voting positions to be added in 2026:
 - 1. Director of Flag Football
 - 2. Director of Tackle Football

3.2 Duties and Requirements of the KMFC Executives:

- a) **President:** (Voting)
 - 1. Shall support chair, at all KMFC meetings

2. Shall provide oversight and leadership for all club operations, ensuring alignment with organizational goals and efficient day-to-day management.
3. Shall represent KMFC as a board member for NCAFA
4. Shall ensure that a code of conduct is upheld by the executives and members
5. Shall ensure club bylaws are up to date and upheld
6. Shall act as a liaison between KMFC, NCAFA, Football Ontario and other governing bodies
7. Holds voting rights on all KMFC matters and exercises a tie-breaking vote in the event the board is unable to reach a consensus.
8. Holds signing authority for financial accounts of KMFC
9. Shall oversee the proper discipline for the club.

b) Vice-President of Administration/Club Registrar: (Voting)

1. Assists the President with day-to-day administrative duties and organizational responsibilities
2. Provides logistical and clerical support to ensure efficient club management
3. Represents KMFC at meetings, events, and within the broader community and acts as a liaison between the club and external organizations
4. Manages internal operations including paperwork, filing systems, and record maintenance
5. Ensures compliance with club policies and procedures
6. Serves as the primary point of contact for parents, players, coaches, and community partners
7. Facilitates timely and transparent communication across all levels of the club
8. Develops and maintains the club's annual budget. Tracks income and expenses, collects dues, and oversees financial transactions.
9. Coordinates ordering of equipment, merchandise, awards, apparel, and other supplies
10. Prepares and presents financial reports to the board and members
11. Collaborates with the Vice President of Football Operations to book fields and facilities for practices and events
12. Manages registration processes for all KMFC programs and ensures all forms are updated for the current season
13. Receives league registration directives and communicates them to the executive team and team managers
14. Works closely with team managers to maintain accurate and complete team rosters
15. Responds to the annual NCAFA Registration Audit
16. Has signing authority with one of the other authorized officers of The Club, over all Club accounts as part of the overall financial management of The Club
17. Shall attend monthly Kemptville Jaguars Executive meetings, providing updates
18. Has a vote on all KMFC matter.

c) **Vice-President of Football Operations:** (Voting)

1. Shall collaborate with the President to work on the Club's strategic and operational goals.
2. Shall oversee and coordinate all football-related activities in cooperation with the President and Vice President of Administration, either directly or through designated personnel.
3. Shall work jointly with the President to ensure appropriate representation of the Club within affiliated leagues and associations.
4. Ensures compliance with club policies and procedures
5. Serves as the primary point of contact for parents, players, coaches, and community partners
6. Shall collaborate with the Vice President of Administration and the Director of Coaching in the selection and appointment of coaches across all Club programs.
7. Shall provide guidance and oversight to the Director of Coaching, ensuring alignment with Club standards.
8. Shall oversee game day operations, including direct supervision of the Field Manager and Events Manager to ensure smooth execution of all scheduled activities.
9. Collaborates with the Vice President of Football Operations to book fields and facilities for practices and events
10. Shall review and approve all Club-related social media content to ensure alignment with Club messaging and values.
11. Shall coordinate the ordering of equipment, merchandise, awards, apparel, and other supplies in collaboration with the Vice President of Administration, ensuring timely and cost-effective support for Club programs and events
12. Has signing authority with one of the other authorized officers of The Club, over all Club accounts as part of the overall financial management of The Club.
13. Shall oversee the Club's injury and concussion protocols in collaboration with the Head Trainer to ensure athlete safety and compliance with health standards.
14. Shall organize and lead the Disciplinary Committee in partnership with the President and Vice President of Administration to uphold Club standards and accountability.
15. Shall attend monthly Kemptville Jaguars Executive meetings, providing updates.
16. Has a vote on all KMFC matters.

d) **Secretary/Events Coordinator** (Voting)

1. Shall schedule, organize, and book meeting times and venues as required for Club business, ensuring accessibility and proper notice to attendees.
2. Shall attend and accurately record minutes for all Club meetings where documentation is required, including but not limited to monthly Executive meetings, special meetings, and the Annual General Meeting.
3. Shall produce meeting minutes and send them to the Executive Board a week before the next scheduled meeting.

4. Shall form and lead an Events Committee, operating under the guidance of the Vice President of Football Operations.
5. Shall review budgeting needs for events with the Vice President of Administration
6. Shall collaborate with the fundraising committee
7. Shall organize volunteers for game days and KMFC social events
8. Shall manage food and beverage inventory and communicate purchasing needs to the Vice President of Football Operations at least one week prior to each home game.
9. Attends monthly Kemptville Jaguars Executive meetings, providing updates.
10. Has a vote on all KMFC matters.

e) **Director of Fundraising and Marketing:** (Voting)

1. Oversee and complete grant application submissions/outcome reporting.
2. Create and lead fundraising committee to organize and run fundraising initiatives.
3. Maintain all social media accounts
4. Draft social media content and submit for approval by the VPs prior to publishing.
5. Contact and build relationships with prospective sponsors.
6. Maintain relationships with current sponsors.
7. Create marketing information for each social activity which can be provided to Club participants to assist in the promotion of Club social activities.
8. Serve as the first point of contact for any concerns or complaints related to fundraising activities and escalate relevant matters to the VPs.
9. Attends monthly Kemptville Jaguars Executive meetings, providing updates.
10. Has a vote on all KMFC matters.

f) **Director of Coaching:** (Non-Voting/Paid Position)

1. Appoint head and assistant coaches for NCAFA flag and tackle programs
2. Organize coach training programs in collaboration with the Director of NCAFA Programs and KMFC Vice Presidents
3. Maintain accurate records of coach training and completed Vulnerable Sector Checks (VSCs), in collaboration with the Vice President of Administration
4. Participate in the Kemptville Jaguars disciplinary committee
5. Develop and implement strategic plans for youth football
6. Oversee player development across all age groups
7. Mentor coaches and lead ongoing coaching development initiatives
8. Promote the football program within the club and community
9. Lead the rebuild of the U16 program and serve as Head Coach
10. Expand programming to include additional age
11. Attends monthly Kemptville Jaguars Executive meetings, providing updates.

g) **Director of Girls Football/Field Management:** (Voting)

1. Shall oversee the organization of field and game day events in collaboration with the Director of Coaching and the Vice President's.

2. Shall plan long-term strategies for program development
3. Shall support player growth and progression
4. Collaborate with the Director of Coaching to guide and mentor coaches
5. Build relationships with schools and community groups
6. Advocate for the program to clubs, sponsors, and government
7. Shall work with Marketing to promote the program through media and social platforms
8. Shall champion diversity and inclusion across the program
9. Check and maintain field conditions and report to the VPs.
10. Maintain field equipment and manage the seacan (includes lost and found)
11. Attends monthly Kemptville Jaguars Executive meetings providing updates
12. Has a vote on all KMFC matters.

h) **Equipment Manager:** (Voting)

1. Shall ensure the Club's equipment inventory is regularly updated and accurately maintained.
2. Shall coordinate the disposal of broken or decommissioned equipment in collaboration with the Vice Presidents, with final approval required from the Executive team.
3. Shall advise the Vice President of Administration when equipment needs to be ordered to ensure proper coordination and financial oversight.
4. Shall ensure all players are properly fitted with equipment that meets safety standards and is appropriate for their age and level of play.
5. Shall equip all Team Managers with an equipment repair kit at the beginning of the season and be responsible for replenishing throughout.
6. Attends monthly Kemptville Jaguars Executive meetings, providing updates.
7. Has a vote on all KMFC matters.

i) **Head Trainer:** (Voting)

1. Shall be responsible for overseeing the health, safety, and preparedness of all KMFC athletes.
2. Shall distribute the Kemptville Jaguars concussion protocol documentation packages to all trainers and ensure the content is reviewed and understood.
3. Shall coordinate with the Team Managers to ensure each program receives their trainer kits prior to events commencing.
4. Shall develop and implement a standardized injury reporting procedure for use across all programs.
5. In the event of a serious injury, the Head Trainer shall coordinate the insurance claim with the Team Manager and the Vice President of Football Operations.
6. Attends monthly KMFC meetings and provides updates.
7. Has a vote on all KMFC matters.

j) **Treasurer: (Non-Voting)**

1. Shall employ proper accounting practices and standards as part of The Club's overall financial management strategy.
2. Keep the financial accounts of the KMFC in a manner acceptable to the Executive and shall always be open to inspection by the Executive.
3. Shall be present at and provide a report to all Board meetings, as well as the Annual General Meeting.
4. Attends quarterly Kemptville Jaguars Executive meetings, providing updates.

3.3 Executive Meetings:

- a) The Vice President's will chair Executive Meetings; if unable to attend, they will appoint another director to do so.
- b) Each Executive member will be entitled to one vote at any Members' Meeting.
- c) Notice of meetings will be required to be sent to all Executive Members and shall be delivered by telephone, email, other electronic means or as the chair determines, no less than 7 days before the called date, including the day of notice.
- d) The Executive may, from time to time, amend the Bylaw with 67% of the votes cast at an Executive Meeting.
- e) The Executive must submit any Bylaws it passes or changes it makes to existing Bylaws to the Executive Members at the next Executive Meeting. The Executive may confirm, reject or amend the new Bylaw or Bylaw changes.

3.4 Voting (Board Meeting):

- a) Votes will be taken by a show of hands among all voting Members present.
- b) Whenever a vote by show of hands is taken on a question, a declaration by the chair of the meeting that a resolution has been carried or lost and an entry to that effect in the minutes will be conclusive evidence of the fact without proof of the number or proportion of votes recorded in favour of or against the motion.
- c) An abstention will not be considered a vote cast.

3.5 Quorum:

- a) A quorum for the transaction of business at a Members' Meeting is 67% of the Members entitled to vote at the meeting.
- b) If a quorum is present at the opening of a meeting of the Members, the Members present may proceed with the business of the meeting, even if a quorum is not present throughout the meeting.

ARTICLE 4- ANNUAL GENERAL MEETING (AGM)

4.1 Annual General Meeting (AGM) shall normally be held within 90 days of the last Club game of the year, and its purpose shall be as follows:

- a. To review the activities of the past season.
- b. To amend The Constitution when appropriate.
- c. For the Voting Membership to elect a new Executive Committee.
- d. To discuss the future of The Club

4.2 The AGM shall be held on a day and at a place in person or virtually within the province of Ontario determined by the Chair.

4.3 Any Executive, upon request, shall be provided, not less than 21 days or other number of days prescribed in regulations before the AGM, with a copy of the approved financial statements, treasurer's report or review engagement report and other financial information required by the Bylaws or articles.

4.4 KMFC the following may be included in the agenda, in any order as the Executive deems reasonable:

- a. Reading of minutes, approval of minutes.
- b. Business arising from minutes.
- c. Treasurer's report.
- d. Election of President, Vice President of Administration and Vice President of Football Operations.
- e. Appointments.
- f. Such other or special business as may be set out in the notice of the meeting.
- g. No other item of business shall be included on the agenda for the AGM unless an Executive's proposal has been given to the recording Secretary prior to the giving of notice of the AGM in accordance with the Act, so that such inter of new business can be included in the notice of the AGM.

4.5 AGM and Member Voting- At an Annual General Meeting (AGM), voting members are parents or legal guardians of current playing year registered Club Players in good standing or players in good standing who have reached the age of 18 by the AGM in place of any parent or guardian. **(2 Votes per registered family)**. As well, all coaches and team staff, and all members of the Executive. A simple majority vote of members attending a General meeting shall be required to approve proposed activities. Notwithstanding the foregoing, no individual person shall have greater than one (1) vote.

ARTICLE 5- MEMBERSHIP

"Members" means the collective membership of the KMFC and include parents/guardians of current playing year registered Club players in good standing or players in good standing who have

reached the age of 18 by the AGM in place of any parent/guardian. As well, all coaches and team staff, and all members of the Board are considered members.

- 5.1 All members will be subject to the regulations of the constitution and by agreeing to become a member of the KMFC, will be deemed to accept these regulations and codes of conduct that the KMFC has adopted and the policies, rules and regulations of the NCAFA and of the governing bodies of our sport.
- 5.2 All members will register with Football Canada and Football Ontario before starting any activities with the KMFC.
- 5.3 Members will register through an electronic registration platform (i.e. TeamLinkt) and provide all pertinent information required as set out by NCAFA: name, address, birth date, gender, emergency contact, proof of birth date and 2 documents to prove residency.
- 5.4 Membership fees to be reviewed annually at the AGM and determined for the following season.
- 5.5 Members will be from within the KMFC NCAFA territory. If a released player would like to play for the KMFC, all proper release documentation will be acquired before the new member begins activities with the KMFC.

ARTICLE 6- FINANCES

- 6.1 Only the President, Vice-President(s), and the Registrar are authorized to sign cheques in the name of the Club. Two authorized signatures are required on **ALL** cheques. Club bank accounts will be established at a Schedule -1 Bank or major credit union in Canada.
- 6.2 The Club fiscal year shall be the calendar year.
- 6.3 An external review of the Club's finances **CAN** be requested each year at the AGM.

ARTICLE 7- AMENDMENTS TO THE CONSTITUTION

- 7.1 This Constitution may only be amended at the AGM. Notice of proposed amendment must be given to the Vice-President of Administration in writing at least 30 calendar days before a meeting for inclusion in the notification of the AGM. The proposed amendments shall be distributed to the Voting membership for a 21-day review period prior to the AGM. Adoption of an amendment shall require a two thirds majority vote of the Voting members attending the AGM.

ARTICLE 8- VOLUNTEERS VSC

- 8.1 All Volunteers (executives, coaches, trainers, managers, game day volunteers) in contact with our players and all members of the Executive Committee must submit to a screening process which will include a Vulnerable Sector Check (VSC). All volunteers must acknowledge and sign a volunteer code of conduct to ensure safety of all players and members of KMFC.
- 8.2 KMFC will address behaviours that include but are not limited to verbal, physical, mental and emotional abuse towards players, members, spectators and officials. KMFC will have actions with the Disciplinary section to respond to these behaviours.

ARTICLE 9- KMFC BY-LAWS

- 9.1 By-Laws may be enacted or modified from time-to-time by 67% majority of the Executive Board vote.

9.2 BY-LAW 1: PRIVACY REGULATIONS

The following regulations will be followed pertaining to the privacy of the personal information of our Club membership:

1. Membership registration information may not be shared with any entities other than those which are required for program compliance.
2. All registration documents that collect information will contain the following statement:
COLLECTION OF PERSONAL INFORMATION Personal Information is information about you that identifies you as an individual, for example, your name, age, address, e-mail address, or telephone number. We collect information that you voluntarily provide to us through this registration document. This information is required to ensure eligibility in our programs that may be restricted by age, address of residence, gender. This information may be shared with NCAFA, OFA and Football Canada for the purposes of program registration data reporting. Registering with the Kemptville Minor Football Club acknowledges your email address and/or phone number may be used to communicate with you during the program season.

9.3 BY-LAW 2: PROTECTION OF MINORS

1. All volunteers will require a Vulnerable Sector Check to be resubmitted yearly to KMFC. This letter will be given to the VP of Administration prior to the start of practices.
2. Children under the age of 13 must have a parent present at all practices and games.
3. The “Rule of Two” must be always adhered to. Two volunteers must always be present with a minor athlete when in a potentially vulnerable situation such as in a locker room, a vehicle or meeting room. All one-on-one interactions between a coach and an athlete must take place within earshot and in view of the second coach except for medical emergencies.

9.4 BY-LAW 3: DISCIPLINE COMMITTEE/ PROCESS

Discipline of Members- The KMFC Executive is committed to the safety and well being of players, volunteers, families and executive members to be in an abuse-free environment. The KMFC Executives will form a disciplinary committee to respond to misconduct reported against players, volunteers, members (reference article 5, page 10), and executive members.

1. Disciplinary Committee will consist of the President, Vice-President of Football Operations or Vice-President of Administration and the Direct of Coaching.
2. If there is a conflict of interest from an executive member, an Executive on the Board will replace the Disciplinary Committee Member. A conflict of interest can include; an individual having direct contact with a team, is personally involved in the incident, or has a family member who is the subject of the complaint.
3. The Disciplinary Committee will use the NCAFA 2024 Discipline Framework, to ensure that disciplinary actions are equal to the infractions that occurred. The notice will set out the reasons for the action or termination of Membership;
4. Once the disciplinary actions have been presented, the Disciplinee will have 48hrs to submit a written response to the Disciplinary Committee.
5. The Disciplinary Committee may pass resolution authorizing immediate disciplinary action or termination of Membership for; violating our Code of Conduct or other policies, Safe Sport, Bylaws, and any other reasons calling for discipline at the Discretion of the Disciplinary Committee;
6. The Member receiving the notice is entitled to give the Discipline Committee a written submission addressing the action or termination within 3 business days. The Board shall consider the submission of the Member.

9.5 BY-LAW 4: MORE THAN ONE TEAM IN SAME DIVISION

Should the KMFC be able to field more than one team in a single division, the following rules will govern the policies and procedures:

1. The teams **WILL** be split as evenly as possible to ensure fairness
2. The President who is the liaison with NCAFA is responsible to ensure the rules are followed.
3. The Coach Coordinator will be facilitating any 'sort-out' procedures with Head Coaches.
4. The number of Head Coaches will depend on the number of teams fielded in a division.
5. The Coach Coordinator and Head Coaches will develop a sort-out practice plan. The plan will include no fewer than three practices and no more than five practices.
6. The Vice-President of Football Operations, Coaching Coordinator, and Head Coaches will assemble a team of evaluators. The evaluators should:
 - a. Not be a member of the coaching staff for the division being evaluated
 - b. Not be related to any player participating in the evaluation
 - c. Be available for each sort-out practice
7. Head Coaches and staff will run the evaluation practices.

8. Evaluators will grade each player (who will be identified by a number) on a scale 1 (lowest) through 5 (highest) on various skill and ability categories. These categories should include, but not limited to: Size, Speed, Agility, Strength, Desire, Commitment. One full evaluation should be completed after each practice.
9. Coaching Coordinator and Head Coaches to design scoring tables for player evaluations.
10. The Vice-President of Football Operations, and Coach Coordinator will assign players to teams under the following direction:
 - a. Each team will have the same number of 5's, 4's, and so on.
 - b. 5's will be assigned to the team first, followed by 4's and so on until all players are assigned.
 - c. Children of coaches will automatically be assigned to the team with their parent.
11. Parents will not be asked to state which team they wish their child to join; however, in some instances, if received will be reviewed on a case-by-case basis.
12. The final team will be announced by the Head Coaches and / or Team Managers.
13. The Club may choose to re-balance the teams any time before the first game is played if a clear discrepancy issue is identified.

9.6 BY-LAW 5: FIELD / GAME DAY EXPECTATIONS

1. During any KMFC events, players, spectators and members must remain respectful to others at the event. There will be zero tolerance for verbal or physical aggression towards players, members, spectators or officials.
2. Volunteers will have submitted a VSC prior to supporting field day activities.
3. KMFC Code of conduct to upheld by all KMFC players, and members.

ARTICLE 10- KEMPTVILLE MINOR FOOTBALL CLUB (KMFC)- KEMPTVILLE JAGUARS CODE OF CONDUCT:

- 10.1 PLAYER'S CODE OF CONDUCT** As a member of the Kemptville Jaguars football team, I understand that my actions both on and off the field reflect on my team, my coaches, and my club. I commit to upholding the highest standards of sportsmanship, integrity, and teamwork. By signing this Code of Conduct, I agree to abide by the following principles:
- 10.2 Respect and Sportsmanship**
I will respect my coaches, teammates, opponents, officials, and spectators at all times. I will demonstrate good sportsmanship, win or lose, and represent my team with pride. I will respect all decisions made by referees and officials and will not argue calls or show unsportsmanlike behavior.
- 10.3 Commitment and Effort**
I will give my best effort at practices and games, striving to improve my skills and understanding of the game.
I will attend all practices and games unless excused by my coach in advance.
I will arrive on time and be prepared with the necessary equipment for every practice and game.
- 10.4 Teamwork and Leadership**
I will be a supportive and encouraging teammate, helping to create a positive team environment.
I will listen to my coaches and follow instructions to the best of my ability.
I will not engage in bullying, teasing, racism, sexism, or any behavior that negatively affects my teammates or others.
- 10.5 Integrity and Responsibility**
I will uphold the values of honesty and integrity both on and off the field.
I will take responsibility for my actions and understand that any misconduct may result in disciplinary action.
I will respect all team property, facilities, and equipment.
- 10.6 Health and Safety**
I will follow all safety rules and report any injuries to my coach immediately.
I will stay hydrated, eat well, and get enough rest to maintain my physical well-being.
I will not participate in any form of substance abuse, including drugs, alcohol, or performance-enhancing substances.
- 10.7 Consequences of Violations**
I understand that failure to adhere to this Code of Conduct may result in disciplinary actions, including but not limited to:
Verbal warnings
Reduced playing time
Suspension from games or practices
Removal from the team

10.8 MEMBERS CODE OF CONDUCT As a member of the Kemptville Jaguars football team, I understand that my actions both on and off the field reflect on my team, my coaches, my club, and my child. I commit to upholding the highest standards of sportsmanship, integrity, and teamwork. By signing this Code of Conduct, I agree to abide by the following principles:

10.9 Respect and Sportsmanship

- a) I will respect my coaches, teammates, opponents, officials, and spectators at all times.
- b) I will demonstrate good sportsmanship, win or lose, and represent my team with pride.
- c) I will respect all decisions made by referees and officials and will not argue calls or show unsportsmanlike behavior.
- d) I will abide by Club guidelines for post-game celebrations.
- e) I will be a supportive and encouraging member, helping to create a positive team environment.
- f) I will not engage in bullying, teasing, racism, sexism, or any behavior that negatively affects my teammates or others.
- g) I will uphold the values of honesty and integrity both on and off the field.
- h) I will take responsibility for my actions and understand that any misconduct may result in disciplinary action.
- i) I will respect all team property, facilities, and equipment.
- j) KMFC will be implementing a **No Smoking, No drug, No Alcohol** policy *** **ALL Provincial Laws** under the **Smoke Free Ontario Act, Liquor Licence Control Act, and Cannabis Control Act** will be respected during the season, and if found in contravention, could be subject to fines outlined in accordance with each act.

10.10 Consequences of Violations

I understand that failure to adhere to this Code of Conduct may result in disciplinary actions, including but not limited to:

- a) Verbal warnings
- b) Suspension from games or practices
- c) Removal from KMFC sanctioned events.

ARTICLE 11- DEFINITIONS

11.1 In this by-law, unless the context otherwise requires:

“Act” means the Not-for-Profit Corporations Act, 2010 (Ontario) and, where the context requires, includes the regulations made under it, as amended or re-enacted from time to time;

“KMFC” means the Kemptville Minor Football Club;

“NCAFA” means the National Capital Amateur Football Association;

“Football Ontario” is the provincial sports organization for football in Ontario;

“Executive” means the Executive Council of the KMFC of directors of the corporation;

“By-laws” means the KMFC by-laws (including the NCAFA by-laws by which KMFC adheres to

“Executive Member” means an individual elected or appointed to a position on the Executive Council;

“AGM” refers to Annual General Meeting;

“Members” means the collective membership of the KMFC and include parents/guardians of current playing year registered Club players in good standing or players in good standing who have reached the age of 18 by the AGM in place of any parent/guardian. As well, all coaches and team staff, and all members of the Board are considered members. Must hold membership with KMFC for the current playing year which shall terminate after the AGM.

“ONCA” Ontario Not-for-profit Corporations Act, 2010;