

By-Law Number 1

Being a by-laws relating generally to the conduct of the business and affairs of
PETERBOROUGH WOLVERINES FOOTBALL CLUB (the "Corporation")

Section 1 - General

1.01 Definitions

In this by-law and all other by-laws of the Corporation, unless the context otherwise requires:

- a. "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;
- b. "Board" means the board of directors of the Corporation;
- c. "By-laws" means this by-law (including the schedules to this by-law) and all other by-laws of the Corporation as amended and which are, from time to time, in force and effect;
- d. "Chair" means the chair of the Board;
- e. "Corporation" means the corporation, Peterborough Wolverines Football Club, that has passed these by-laws under the *Act* or that is deemed to have passed these by-laws under the *Act*;
- f. "Director" means an individual occupying the position of director of the Corporation by whatever name he or she is called;
- g. "Member" means a member of the Corporation;
- h. "Members" means the collective membership of the Corporation; and
- i. "Officer" means an officer of the Corporation.

1.02 Interpretation

Other than as specified in Section 1.01, all terms contained in this By-law that are defined in the *Act* shall have the meanings given to such terms in the *Act*. Words importing the singular include the plural and vice versa, and words importing one gender include all genders and references to persons shall include firms, associations, leagues and corporations.

1.03 Severability and Precedence

The invalidity or unenforceability of any provision of this By-law shall not affect the validity or enforceability of the remaining provisions of this By-law. If any of the provisions contained in the By-laws are inconsistent with those contained in the articles or the *Act*, the provisions contained in the articles or the *Act*, as the case may be, shall prevail.

1.04 Logo

The logo of the Corporation shall be such as the Board may by resolution from time to time approve.

1.05 Seal

The corporate seal of the Corporation shall be such as the Board may by resolution, from time to time approve.

1.06 Execution of Documents

Deeds, transfers, licenses, contracts and engagements on behalf of the Corporation shall be signed by any two of the Officers or Directors of the Board.

Any two of the Officers or Directors of the Board may transfer any and all shares, bonds or other securities from time to time standing in the name of the Corporation in its individual or any other capacity or as trustee or otherwise and may accept in the name and on the behalf of the Corporation transfer of shares, bonds or other securities from time to time transferred to the Corporation, and may affix the Corporate Seal to any such transfers or acceptance of transfers, and may make, execute and deliver under the Corporate seal any and all instruments in writing necessary or proper for such purposes including the appointment of an attorney or attorneys to make or, accept transfers of shares, bonds or other securities on the books of any company or corporation. Any Officer or Director may certify a copy of any instrument, resolution, By-law or other document of the Corporation to be a true copy thereof.

Notwithstanding any provisions to the contrary contained in the by-laws of the Corporation, the Board may at any time by resolution direct the manner in which, and the person or persons by whom any particular instrument contract or obligations of the Corporation may or shall be executed.

Section 2 – Affiliations

2.01 Memberships and Associations

The Corporation shall be a member of the Ontario Summer Football League (the “OSFL”) and the Ontario Football Alliance (the “OFA”), or its successor as the Provincially sanctioned amateur football association.

The Corporation will affiliate itself with other organizations as decided by the Board for the benefit of amateur football in Peterborough.

Section 3 – Purposes

3.01 Purpose of the Corporation

Without in any way limiting the generality of the Articles of Incorporation, the purpose of the Corporation is as follows:

- a) To increase participation in amateur football in Peterborough to the next level about the Kinsmen Minor Football League (the “KMFL”) by operating an organization not in competition with KMFL;
- b) To increase the caliber of football in Peterborough by upgrading players so that they may have the opportunity to go to the next level, as well as coaches, trainers, official and administrators;
- c) To establish conditions conducive to the safety and enjoyment of the participants;
- d) To establish high standards of moral development and citizenship through participation in minor spots;
- e) To obtain funds for the successful operation of the Corporation; and
- f) To provide direction to those who wish to pursue football beyond the Corporation.

Section 4 - Directors

4.01 Election and Term

The Directors shall be elected by the Members at the first meeting of Members and thereafter at every other Annual Meeting taking place every two years (referred to specifically herein as “Election Annual Meeting”). The term of office of the Directors (subject to the provisions, if any, of the articles) shall be from the date of the meeting at which they are elected or appointed until the Election Annual Meeting or until their successors are elected or appointed. An Annual Meeting will take place every year and the Election Annual Meeting is one and the same as the Annual Meeting specifically taking place every two years and is not to be interpreted to be in addition to the Annual Meeting.

4.02 Vacancies

The office of a Director shall be vacated immediately:

1. if the Director resigns office by written notice to the Corporation, which resignation shall be effective at the time it is received by the Corporation or at the time specified in the notice, whichever is later;
2. if the Director dies or becomes bankrupt;
3. if the Director is found to be incapable by a court or incapable of managing property under Ontario law; or
4. if, at a meeting of the Members, at least two-thirds of the votes cast a general meeting of the Members vote to remove the Director before the expiration of the Director’s term of office, which notice specifying the intention to pass such a resolution has been given.

4.03 Filling Vacancies

A vacancy on the Board shall be filled as follows, and the Director appointed or elected to fill the vacancy holds office for the remainder of the unexpired term of the Director's predecessor:

1. if the vacancy occurs as a result of the Members removing a Director, the Members may fill the vacancy by an ordinary resolution;
2. if there is not a quorum of Directors or there has been a failure to elect the number or minimum number of Directors set out in the articles, the Directors in office shall, without delay, call a special meeting of Members to fill the vacancy and, if they fail to call such a meeting or if there are no Directors in office, the meeting may be called by any Member; and
3. a quorum of Directors may fill a vacancy among the Directors.

4.04 Committees

Committees may be established by the Board as follows:

1. The Board may appoint from their number a managing Director or a committee of Directors and may delegate to the managing Director or committee any of the powers of the Directors except those powers set out in the *Act* that are not permitted to be delegated;
2. Subject to the limitations on delegation set out in the *Act*, the Board shall determine the composition and terms of reference for any such committee. The committees shall be responsible for providing the Board with direction, planning and development in their particular area of concern; and
3. The Board may dissolve any committee by resolution at any time.

4.05 Ad Hoc Committee

The Board may establish Ad Hoc Committees upon such terms and for such purposes as the Board may deem necessary from time to time.

4.06 Powers of the Board

The Board may from time to time enact resolutions and by-laws not contrary to law and provided that such resolution or by-law receives an affirmative vote of a majority considering such by-law or resolution, unless such greater majority is required by law.

4.07 Remuneration of Directors

The Directors shall serve as such without remuneration and no Director shall directly or indirectly receive any profit from occupying the position of Director; except that Directors may be reimbursed for reasonable expenses they incur in the performance of their Directors' duties.

Section 5 - Board Meetings

5.01 Calling of Meetings

Formal meetings may be called by the President, the Vice President or the Treasurer. Notice of such meetings shall be delivered by telephone or emailed to each Board member not less than twenty-four (24) hours prior to the meeting being called to order, provided that, for the first organizational meeting following incorporation, a Director may call the first meeting of the Directors by giving not less than five days' notice to each Director, stating the time and place of the meeting.

The statutory declaration of the President, the Vice President or the Treasurer that notice has been given pursuant to this by-law shall be efficient and conclusive evidence of the giving of such notice.

5.02 Quorum

A quorum for the transaction of business at a Directors' meeting is two thirds of the Directors entitled to vote at the meeting. If a quorum is present at the opening of a meeting of the Directors, the Directors present may proceed with the business of the meeting, even if a quorum is not present throughout the meeting.

5.03 Regular Meetings

The Board may fix the place and time of regular Board meetings and send a copy of the resolution fixing the place and time of such meetings to each Director, and no other notice shall be required for any such meetings.

5.04 Notice

Notice of the time and place for the holding of a meeting of the Board shall be given in the manner provided in Section 10 of this By-law to every Director of the Corporation not less than twenty-four hours before the date that the meeting is to be held. Notice of a meeting is not necessary if all of the Directors are present, and none objects to the holding of the meeting, or if those absent have waived notice or have otherwise signified their consent to the holding of such meeting. If a quorum of Directors is present, each newly elected or appointed Board may, without notice, hold its first meeting immediately following the annual meeting of the Corporation.

5.05 Chair

The Chair shall preside at Board meetings. In the absence of the Chair, the Directors present shall choose one of their number to act as the Chair.

5.06 Voting

Each Director has one vote and Motions arising at any Board meeting shall be decided by a majority of votes. In case of an equality of votes, the Chair shall have a second or casting vote, in addition to his/her original vote. All votes at any such meeting shall be taken by ballot if so demanded by any Board Member present, but if no demand is made, the vote shall be taken in the usual way by assent or dissent. A declaration by the Chairman that resolution has been carried and an entry to that effect in the minutes shall be admissible in evidence as prime facie proof of the fact without proof of the number or proportion of the votes recorded in favour of or against such resolution. In the case of a resolution for the purchase of goods or services, any Board Member having a conflict of interest due to he/she or a member of his/her family having an interest in the company supplying the goods or services, or for any other reason, shall; declare his/her conflict of interest, or refrain from voting.

5.07 Participation by Telephonic or Electronic Means

If all of the Directors of the Corporation consent, a Director may participate in a meeting of the Board or of a committee of Directors by telephonic or electronic means that permits all participants to communicate adequately with each other during the meeting. A Director participating by such means is deemed to be present at that meeting.

Section 6 - Financial

6.01 Banking

The Board shall by resolution from time to time designate the bank in which the money, bonds or other securities of the Corporation shall be placed for safekeeping.

One or more bank accounts shall be kept for the Corporation in chartered Canadian banks and cheques of the bank accounts shall be signed by two Officers of the Board. Three Executive Members, to be determined at the Annual meeting, will have signing authority.

Cheques for deposit to the credit of the bank accounts shall be stamped "For deposit only to the credit of the Peterborough Wolverines Football Club"

6.02 Financial Year

The financial year of the Corporation ends on November 30th in each year or on such other date as the Board may from time to time by resolution determine.

6.03 Dues and Fees

No Board Member, Coach, Manager, Trainer etc. shall be charged any membership fees or dues by the Corporation. Players will be charged a registration fee (which includes a non-refundable try out fee), the amount of which should be reviewed at the annual meeting or; from time to time to reflect the costs of operating the league.

Section 7 - Officers

7.01 Officers

The Board shall, at the Annual Meeting taking place every two years ("Election Annual Meeting"), elect a Chair, President, Vice-President, Secretary, Treasurer, General Manager(s) and Volunteer Co-ordinator. They shall also name a Past-President, who shall be the most recent President who does not hold office.

No two of the aforesaid offices may be held by the same person. The Board may also elect or appoint such other as it shall deem necessary, who shall have such authority and who shall perform such duties from time to time, shall be prescribed by the Board.

7.02 Office Held at Board's Discretion

Any Officer shall cease to hold office upon resolution of the Board. Unless so removed, an Officer shall hold office until the earlier of:

- a. the Officer's successor being appointed,
- b. the Officer's resignation, or
- c. such Officer's death.

7.03 Duties

Officers shall be responsible for the duties assigned to them and they may delegate to others the performance of any or all of such duties.

7.04 Duties of the President

The President is the Chief Executive Officer of the Corporation and they should chair all meetings of the Corporation and prepare the agenda for said meetings. The President shall perform the duties described below and such other duties as may be required by law or as the Board may determine from time to time:

- a) represent the Corporation and its members at meetings of the Ontario Summer Football League (OSFL);
- b) be aware of the goals and objectives of the Corporation;
- c) act as a liaison between the Corporation and other organizations;
- d) exercise the powers of the executive in times of emergency; and
- e) delegate authority/responsibility to other executives.

7.05 Duties of the Vice President

In the event of the absence of the President, the Vice President shall assume the right to exercise the powers of President. General duties of the Vice President shall include:

- a) act as the Registrar for the Corporation;
- b) assisting the President in communications, publications and administration of the Corporation; and
- c) any other duties/responsibilities delegated by the President.

7.06 Duties of the Treasurer

The treasurer is responsible for all moneys received or disbursed and shall perform the duties described below and such other duties as may be required by law or as the Board may determine from time to time:

- a) maintaining the chequing and/or savings accounts in the name of the Corporation;
- b) presenting periodic financial statements to the Board reflecting the status of said accounts;
- c) presenting an annual financial statement at the Annual meeting with suggestions as to how the organization can best save and/or use its money; and upon leaving the post as Treasurer, shall turnover all documents to his/her successor.

Upon leaving this post, the Treasurer shall turn over all documents to their successor.

7.07 Duties of the Secretary

The secretary shall perform all secretarial duties described below and such other duties as may be required by law or as the Board may determine from time to time:

- a) attending all meetings;
- b) keeping minutes of said meetings and distributing same to all members by either email or posting on the Corporation's website within 7 days of the meeting; and
- c) maintaining up to date records of the Officers and Board Members, and any changes to the Constitution or By-Laws.

7.08 Duties of the General Manager

The General Manager(s) shall work with each team with regards to non-game requirements, which shall include:

- a) media info, game time score and stats for the Ontario Summer Football League (the "OSFL");
- b) set up of busing and coordinating stats from each team statistician; and
- c) working with each team's Team Managers.

7.09 Duties of the Volunteer Coordinator

The Volunteer Coordinator shall organize the home game day volunteers for events which shall include:

- a) Concession stands;
- b) clean up;
- c) BBQ;
- d) Field set-up;
- e) 50/50 draws; and
- f) any other event that requires coordination of volunteers for the Corporation's events.

7.10 Duties of the Past President

The Past President shall sit in on all Board meetings to give the President and other members the benefit of their experiences as President of the Corporation. In addition, they should perform any other duties delegated by the President.

Section 8 - Protection of Directors and Others

8.01 Protection of Directors and Officers

No Board Member or Officer during their time being of the corporation shall be liable for the acts, receipts, neglects or defaults of any other Board Member or Officer or employee or for joining in any receipt or act for conformity or for any loss, damage or expense happening to the Corporation through the insufficiency or deficiency of title to any property acquired by the order of the Board of the Corporation for or on behalf of the Corporation or for the insufficiency or deficiency of any security in our upon which any of the moneys of or belonging to the Corporation shall be place out of or invested or for any loss or damage arising from bankruptcy, insolvency or felonious act of any person, firm or corporation including any person, firm or corporation with whom any moneys, securities or effects shall be lodged or deposited or for any damage resulting from any dealings with any moneys, securities or other assets belonging to the Corporation or for any other loss, damage or misfortune whatever which may happen in the execution of the duties of his/her respective office or trust or in relation thereto unless the same shall happen by or through his/her own act, neglect or default if such act, neglect or default is both willful and wrongful.

The Board Members during their time being of the Corporation shall not be under any duty or responsibility in respect of any contract, act or transaction whether or not made, done or entered into the name or on behalf of the Corporation, except such as shall have been submitted to an authorized or approved by the Board. If any Board Member or Officer of the Corporation shall not disentitle such Board Member or Officer of such firm or company, as the case may be, from receiving proper remuneration for such services.

8.02 Indemnities To Board Members

Every executive member or officer of the corporation or other person who has undertaken or is about to undertake any liability on behalf of the corporation or any controlled by it and their heirs, executors and administrators, and estate and effects, respectively shall from time to time and at all times, be indemnified and saved harmless out of the funds of the corporation, from and against;

- a) All costs, charges and expenses whatsoever which such Board Member, Officer or other person sustains or incurs in or about any action, suit or proceeding that is brought, commenced or prosecuted against them, in or about the execution of the duties of their officer or in respect of any such liability; and
- b) All other costs, charges and expenses that they sustain or incur in or about or in relation to the affairs thereof, except such costs, charges or expenses as are occasioned by their own act, neglect or default, if such act, neglect or default is both willful and wrongful.

Section 9 - Conflict of Interest

9.01 Conflict of Interest

A Director who is a party to a material contract or transaction or proposed material contract or transaction with the Corporation or is a director or officer of, or has a material interest in, any person who is a party to a material contract or transaction or proposed material contract or transaction with the Corporation shall make the disclosure required by the Act. Except as provided by the Act, no such Director shall attend any part of a meeting of Directors during which the contract or transaction is discussed or vote on any resolution to approve any such contract or transaction.

Section 10 – Affiliations

10.01 Memberships and Associations

The Corporation shall be a member of the OFC and the Ontario Football Alliance (the “OFA”), or its successor as the Provincially sanctioned amateur football association.

The Corporation will affiliate itself with other organizations as decided by the Board for the benefit of amateur football in Peterborough.

Section 11 - Members

11.01 Members

Membership in the Corporation shall consist of the incorporators named in the articles and such other persons as follows:

- a) Any individual elected as a Board Member shall automatically become a member if not already; and
- b) Any individual who has a child registered to play football with the Corporation provided that such individual has been accepted into membership in the Corporation by resolution of the Board.

11.02 Membership

A membership in the Corporation is not transferable and automatically terminates if the Member resigns, if the Member no longer has a child registered to play football with the Corporation, or such membership is otherwise terminated in accordance with the *Act*.

11.03 Disciplinary Act or Termination of Membership for Cause

Upon 15 days' written notice to a Member, the Board may pass a resolution authorizing disciplinary action or the termination of membership for violating any provision of the articles or By-laws.

The notice shall set out the reasons for the disciplinary action or termination of membership. The Member receiving the notice shall be entitled to give the Board a written submission opposing the disciplinary action or termination not less than 5 days before the end of the 15-day period. The Board shall consider the written submission of the Member before making a final decision regarding disciplinary action or termination of membership.

Section 12 – Members' Meeting

12.01 Annual Meeting

The annual meeting shall be held on or before November 30th each calendar at a place within Ontario fixed by the Board. Any Member, upon request, shall be provided, not less than five business days or other number of days that may be further prescribed in regulations before the annual meeting, with a copy of the approved financial statements, auditor's report or review engagement report and other financial information required by the By-laws or articles.

The agenda at the annual meeting shall include:

- a. receipt and approval of the agenda;
- b. receipt and adoption of the minutes of the previous annual and subsequent special meetings;
- c. consideration of the financial statements;
- d. Establishment of Quorum;
- e. report of the auditor or person who has been appointed to conduct a review engagement;
- f. reappointment or new appointment of the auditor or a person to conduct a review engagement for the coming year;
- g. election of Directors and Officers;
- h. a forecast for the next season;
- i. such other or special business as may be set out in the notice of meeting; and
- j. Adjournment.

No other item of business shall be included on the agenda for annual meeting unless a Member has given notice to the Corporation of any matter that the Member proposes to raise at the

meeting in accordance with the *Act*, so that such item of new business can be included in the notice of annual meeting.

12.02 Special Meetings

The Directors may call a special meeting of the Members. The Board shall call a special meeting on written requisition of the Members who hold at least 10 per cent of votes that may be cast at the meeting sought to be held within 21 days after receiving the requisition unless the *Act* provides otherwise.

12.03 Notice

Subject to the *Act*, not less than 10 and not more than 50 days written notice of any annual or special Members' meeting shall be given in the manner specified in the *Act* to each Member, each Director and to the auditor or person appointed to conduct a review engagement. Notice of any meeting where special business will be transacted must contain sufficient information to permit the Members to form a reasoned judgment on the decision to be taken, and state the text of any special resolution to be submitted to the meeting.

12.04 Quorum

A quorum for the transaction of business at a Members' meeting is two thirds of the Members entitled to vote at the meeting. 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.

12.05 Chair of the Meeting

The Chair shall be the chair of the Members' meeting; in the Chair's absence, the Members present at any Members' meeting shall choose another Director as chair and if no Director is present or if all of the Directors present decline to act as chair, the Members present shall choose one of their number to chair the meeting.

12.06 Voting of Members

Business arising at any Members' meeting shall be decided by a majority of votes unless otherwise required by the *Act* or the By-law provided that:

- a. each Member shall be entitled to one vote at any meeting;
- b. votes shall be taken by a show of hands among all Members present and the chair of the meeting, if a Member, shall have a vote;
- c. an abstention shall not be considered a vote cast;
- d. before or after a show of hands has been taken on any question, the chair of the meeting may require, or any Member may demand, a written ballot. A written ballot so required or demanded shall be taken in such manner as the chair of the meeting shall direct;

- e. if there is a tie vote, the chair of the meeting shall require a written ballot, and shall not have a second or casting vote. If there is a tie vote upon written ballot, the motion is lost; and
- f. whenever a vote by show of hands is taken on a question, unless a written ballot is required or demanded, 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 shall be conclusive evidence of the fact without proof of the number or proportion of votes recorded in favour of or against the motion.

12.07 Adjournments

The Chair may, with the majority consent of any Members' meeting, adjourn the same from time to time and no notice of such adjournment need be given to the Members, unless the meeting is adjourned by one or more adjournments for an aggregate of 30 days or more. Any business may be brought before or dealt with at any adjourned meeting which might have been brought before or dealt with at the original meeting in accordance with the notice calling the same.

12.08 Persons Entitled to be Present

The only persons entitled to attend a Members' meeting are the Members, the Directors, the auditor or the person who has been appointed to conduct a review engagement of the Corporation, if any, and others who are entitled or required under any provision of the *Act* or the articles or the By-laws of the Corporation to be present at the meeting. Any other person may be admitted only if invited by the Chair of the meeting or with the majority consent of the Members present at the meeting.

Section 13 - Notices

13.01 Service

Any notice required to be sent to any Member or Director or to the auditor or person who has been appointed to conduct a review engagement of the Corporation shall be delivered personally, or sent by prepaid mail, facsimile, email or other electronic means to any such Member at the Member's latest address as shown in the records of the Corporation; and to such Director at his or her latest address as shown in the records of the Corporation or in the most recent notice or return filed under the *Corporations Information Act*, whichever is the more current; and to the auditor or the person who has been appointed to conduct a review engagement at its business address; provided always that notice may be waived or the time for giving the notice may be abridged at any time with the consent in writing of the person entitled thereto.

13.02 Error or Omission in Giving Notice

The accidental omission to give any notice to any Member, Director, Officer, member of a committee of the Board or auditor or person conducting a review engagement, if any, or the non-receipt of any notice by any such person where the Corporation has provided notice in accordance

with the By-laws or any error in any notice not affecting its substance shall not invalidate any action taken at any meeting to which the notice pertained or otherwise founded on such notice.

Section 14 – Rules and Regulations

14.01 Coaches and Managers

1. Applications (which includes the Code of Conduct) must be filled out for all coaching positions on a yearly basis.
2. Team Managers are selected by the Head Coach based on applications received and are subject to the same standards as the coaching staff.
3. Team Managers and coaches must supply a valid police check every 2 years
4. Coaches and Managers shall set a good example to their teams regarding sportsmanship, character, language and behavior. Penalty for violation shall be dismissal from coaching or from managerial responsibilities under the discretion of the Board.
5. A team may not play without an NCCP sanctioned head coach.
6. The President shall present a list of potential coaches for each team. All coaches must be approved by two thirds of the vote of the Board.
7. Notwithstanding (4) above, the head coach shall decide who he/she shall have as his/her assistant(s) and manager.
8. All coaches should attend clinics as approved under the Clinic Policy.

14.02 Equipment

1. Before a player is issued equipment it must be confirmed that a valid registration is in the possession of the Wolverines organization. That registration must include the player, the player's parents or guardians commitment to pay the replacement cost of all equipment lost or damaged due to neglect or misuse, and a list of the replacement prices.
2. Equipment lost due to the lack of a valid registration as described in (a) is the responsibility of the issuer.
3. Control of the organizations equipment is to be under the Board who with the assistance of each team's manager and coaches will supervise the distribution, maintenance, and collection of equipment.
4. The organization expects all coaches to return equipment to the storage room by a specific date determined by the Board.
5. All equipment is lent to the Player solely for the purpose of playing for the Wolverines and should be used for absolutely no other purpose.
6. No equipment may be altered in any way i.e. decals without permission of the Organization, and then only under the supervision of an organization Officer.
7. A player may not play or practice in any equipment as a substitute for the league's equipment unless that equipment has been approved by his/her team's coach or that equipment has been tested to meet or exceed organization standards.
8. Footwear must be worn as provided in the C.I.A.U. rules and is NOT supplied by the league. Each player will be provided with game socks and MUST be worn on game days.
9. Although game jerseys become the property of the individual players at the conclusion of the season, during that season they are to be worn only during scheduled league games.

10. Coaches will advise the team's manager to recover the equipment of a player immediately upon determination of the player's desire to withdraw from the team.
11. Players must wear helmets with face guards, shoulder pads, football pants with pads and team sweaters as supplied by the organization with no alterations unless approval has been given by the organization.
12. Mouth guards must be worn during all games and practices.
13. A player neglecting, damaging or loaning equipment, or using equipment for activities other than sponsored events will be suspended indefinitely pending a review by the Executive.
14. A committee will be appointed to do an annual inventory and make recommendations as to what new equipment should be purchased.

14.03 Contract and Eligibility

Player age eligibility is as follows for the 3 Wolverine teams.

1. BANTAM – Cannot turn 15 at any time in the year of play.
2. JUNIOR VARSITY – must be turning 15 at any time in the year of play and cannot turn 17 at any time in the year of play.
3. SENIOR VARSITY – must be turning 17 at any time in the year of play and cannot turn 20 at any time in the year of play.

Exceptions to these age requirements can be made under very specific circumstances.

14.04 Moving a Player Up

1. A player playing in any other football league during the same season will be ineligible to play for the Wolverines.
2. All registrations must be completed before the date set by the Board.
3. Notwithstanding Part Two (a) no player may participate in any league contest or playoff unless he/she is registered by the Wolverines prior to the date set by the Ontario Summer Football League.
4. To be considered registered a player must supply:
 - i) an official birth certificate or passport.
 - ii) a contract by the organization and signed by player of legal age, a parent or guardian, assuring his/her permission to play and holding the league's officers, coaches, managers etc. harmless from the results of any injuries which may occur.
 - iii) the appropriate registration fee
5. It is the obligation of the Coaches and Managers of each team to see that all players turn in proof of age as per PART THREE (e) i.
6. Coaches will take it as personal obligation never to allow any player to compete in any game unless:
 - i) the Wolverines Organization is in possession of a contract (registration) that ensures the parent's or guardian's permission to play and holds the Organizations Officers, Coaches, Managers and other staff harmless from the results of any injuries that may occur.
 - ii) his/her team has the player properly registered with the Wolverines.

- iii) his/her proof of age is registered with the organization prior to the first game.
- iv) his/her registration fee is paid prior to the first game, or arrangements are made previously.
- 7. The Player must be an EXCEPTIONAL athlete
 - i. Is he physically able to compete at that level?
 - ii. Does he have the skills and ability to compete at that level?
 - iii. He needs to be a starter (Game experience is essential)
- 8. To fill a position vacancy due to injury, according to OFC regulations
- 9. To allow a player to gain experience for the future
- 10. What to consider
 - i. What is the best for the player and his development
 - ii. What is best for the organization and the teams involved?
 - iii. How will it affect both teams with the player moving up?
- 11. Who Determines the Move Up
 - i. Player's current coach identifies that player has the ability and skills to play at a higher level
 - ii. Initial conversation between coaches of the teams involved
 - iii. Both coaches approach player and parents to discuss
 - iv. If all parties involved agree, player may move up to the next level

14.05 Referees and Officials

- 1. Officials will be supplied by Kawartha Football Officials Association or as assigned by the Ontario Summer Football League and cannot have any relative registered with the Wolverines organization participating in the game being officiated.
- 2. Officials will have full support of the Board.
- 3. If the Officials removes a player from the game he/she will note it on the game sheet.
- 4. Officials should notify coaches of injured players.
- 5. Officials must be informed by a team head coach if a game is being played under protest.
- 6. All Officials will be responsible to the referee in chief.
- 7. The referee in chief shall appoint referees to handle each game. The Board may request that the referee in chief appoint, or not appoint a particular referee.
- 8. Three competent persons, preferably parents, will handle the yard sticks and down boxes at each game.
- 9. A competent person will handle the clock/scoreboard at each game. Should the referee request the clock be handled by one of the on field officials, the timekeeper will yield.
- 10. Players, other than captains may not question an official. These captains will be designated by the Head Coach and will address the referees as "SIR" or "MR REFEREE".

Section 15 – Coaching and Coaching Clinic Policy

15.01 Coaching Policy Requirements

- 1. All Head Coaches, Offensive Coordinators and Defensive Coordinators shall require a minimum Level 1 NCCP certification.

2. Positional Coaches are not required to have Level 1 Certification, but it is recommended that each coach work towards gaining their Level 1.
3. All Coaches are subject to the requirements mandated by the Ontario Football Alliance (OFA) and the OFC.
4. Reference – 22 Part One (a) for the expectations of a coaches actions and responsibilities.

15.02 Coaching Clinic Policy Objective

The objective of coaching clinics should be two fold:

- i. Expose our coaches to both new and established techniques and theories which will improve their abilities to provide safe and technically correct coaching
- ii. The second objective should be to have each coach progress as quickly as with his/her NCCP certification.
- iii. An up to date record will be kept of the each coaches certification level and clinics attended.

15.03 Coaching Clinic Policy

Each Coach should try to attend 1 clinic every two years and strive towards getting at least their level one certification. The Wolverines organization will look at contributing up to \$50.00 annually for a coach to attend a clinic based on the financial position of the organization in that given year.

Section 16 - Adoption and Amendment of By-laws

16.01 Amendments to By-laws

The Board may from time to time in accordance with the *Act* amend or repeal and replace this By-law.

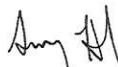
ENACTMENT

The foregoing by-law is hereby enacted by the President and Secretary of the Corporation as evidenced by the respective signatures hereto of the President and Secretary of the Corporation in accordance with the provisions of the Organization Resolutions and the *Not-For-Profit Corporations Act* (Ontario), dated and effective on June 1, 2022.

DATED at Peterborough on June 1, 2022.



Kenneth Butcher, President



Amy Hatton, Secretary