

58 Maywood Ave Pointe-Claire, QC H9R 0A7

Overview of Key Changes & Rationale

Amendment or OLIDDENIT

HWI Inc. is implementing significant changes to its Constitution to improve governance, clarify roles, and streamline decision-making. Below is a summary of the key changes and why they are being made. For an in-depth review of the changes please read the proposed Constitution document (WITH the proposed changes made) and the current Constitution.

The changes will be put forth for ratification at the 2025 AGM, and will be in place before any elections.

2025 Hockey West Island Constitution Updates/Changes

CLAUSE	Amendment or New	CURRENT	PROPOSED	RATIONALE
II Authority of HWI Inc.	Amendment	1. HWI Inc. must respect its constitution, rules and regulations. The playing rules are those of the Canadian Amateur Hockey Association, the Quebec Ice Hockey Federation of Lac St-Louis Region, as well as those adopted by HWI Inc.	II 1. HWI Inc. must respect its constitution, rules and regulations. The playing rules are those of Hockey Canada, Hockey Québec, Hockey Lac St-Louis, the Central Hockey League, as well as those adopted by HWI Inc.	Reflects the current names of the governing bodies
III Goals of HWI Inc.	Amendment	1. To organize the activities of all levels of minor hockey for the West Island Zone (05) of the Québec Ice Hockey Federation, Lac St Louis Region.	III 1. To organize the activities of all levels of minor hockey for the Cities of Dorval and Pointe-Claire of the Hockey Lac St-Louis Region.	Reflects the current names of the territory and governing bodies
III Goals of HWI Inc.	Amendment	2. To promote and administer hockey for youths between four (4) as of January 1st and twenty-five (25) years of age December 31, who live in the (cont.) municipalities of Dorval and Pointe-Claire.	III 2. To promote and administer hockey for youths between four (4) as of January 1st and twenty-seven (27) years of age December 31, who live in the municipalities of Dorval and Pointe-Claire.	Reflects the increased age limits for the senior division
IV Interpretation	NEW	none	IV 1. Members shall include all elected or appointed Executives or Directors of the Board, team officials (coaches and	There was previously no definition of "member"



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			managers), parents of registered players under the age of 18, and all registered players 18 years of age and older.	
IV Interpretation	NEW	none	IV 2. A member is considered in good standing only if all fees have been paid in full, all waivers and required registration documentation have been dutifully completed, and they are not under suspension, expulsion, or other disciplinary action by the League, a governing body, or HWI Inc.	There was previously no definition of "in good standing"
IV Interpretation	NEW	none	IV 3. Members whose conduct is considered by HWI Inc. to be contrary to the stated Code of Ethic of Hockey Québec or HWI Inc., who violates the HWI Inc. Constitution and Bylaws, or for any other due cause considered detrimental to the operation of HWI Inc. shall be asked by the Discipline Committee or Board of Directors to explain or justify their actions. If these members are unwilling or unable to explain or justify their actions to the satisfaction of the Discipline Committee or the Board, they shall be asked by the Discipline Committee or the Board to resign from the Association. If they do not resign, the Discipline Committee or the Board shall give proper notice of motion, to be considered at the next Board meeting, requesting the suspension or expulsion of these Members. A copy of this motion shall be communicated to the Members concerned within a reasonable period of time for that person to make a written response. Approval of such a motion shall require a two-thirds (2/3) majority in a ballot conducted at the meeting. The Members concerned shall be invited to attend the meeting and to explain their positions before the vote is taken. Any member that sues HWI Inc. will automatically be excluded from the	Establishes a clear, and transparent process for addressing and correcting inappropriate actions or conduct, which is essential for maintaining the ethical standards and smooth functioning of the organization.



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			Association, as will any minor children they have participating in HWI Inc. No vote from the Board of Directors is required.	
VII Executive and Board of Directors	Amendment	VII.2. All Executive members must be residents of the municipalities of Dorval or Pointe-Claire, or have a child in the program during the current season.	VII.2. Persons eligible to be elected or appointed to an Executive office must be a resident of Dorval or Pointe-Claire and have been an active member participating in HWI Inc. activities for a minimum of one (1) year.	Old wording meant that anyone in Dorval or Pointe-Claire could be on the Executive, regardless of if they'd ever been involved with HWI
VII. 4.	Amendment	The members of the Executive and the Board of Directors have the right to one (1) vote each.	The members of the Executive and the Board of Directors have the right to one (1) vote each during Executive or Board meetings.	Did not explain when they had one vote.
NEW VII. 9.	NEW	none	VII. 9. No person on the Executive shall hold the same office for a period exceeding three (3) consecutive terms.	Ensure turnover, prevent power from becoming concentrated in one person, and encourage fresh leadership and perspectives within the organization. It promotes a balance of leadership roles and ensures that leadership opportunities remain open to others over time.
NEW VII. 10.	NEW	none	VII. 10. An Executive member may be removed from the Executive by a vote of not less than 75% of the Executive, provided a quorum is present and the President is in attendance. Grounds for removal may include but are not limited to, failure to perform	Clear Accountability It establishes a formal mechanism to hold Executive members accountable. By stating



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			assigned duties, disruptive conduct, or absence from three (3) or more consecutive Executive meetings without a valid reason. The Executive member must be given 7 days prior written notice and the opportunity to be in attendance.	specific grounds like non-performance, disruptive behavior, or absenteeism, it ensures everyone knows what behaviours or patterns may lead to removal.
			Such action shall be recorded in the official minutes of the meeting, and written notification of removal shall be issued by the President or Secretary via email.	2. Protects the Organization Sometimes, an Executive member might act against the group's best interests or simply stop participating. This clause allows the group to respond effectively and ensures leadership stays functional and aligned with
				its goals. By requiring a 75% vote by a quorum and mandating the President's presence, it avoids arbitrary or biased decisions. It shows that the removal of an Executive member isn't taken lightly, but is a considered action with substantial agreement.
				Requiring the decision to be recorded in the minutes and notification to be sent by email ensures: -There's a documented history for legal or procedural reference. -The removed member is clearly and formally



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				notified.
NEW VI. 11.	NEW	none	 VI. 11. Executive Members and Division Convenors serve on a voluntary basis and shall not receive monetary remuneration for their roles. However, they are eligible for the following non-monetary benefits: Executive Members: The children of Executive Members are entitled to free registration for the season(s) in which they serve, up to a maximum of four (4) children per Executive Member. Division Convenors: The children of Division Convenors are entitled to free registration for the season(s) in which they serve, up to a maximum of (1) child per Convenor. In addition, Board Members may be reimbursed for reasonable and necessary expenses incurred in the performance of their duties, provided such expenses receive prior approval from the Board. 	Sets a clear expectation that roles like Executive Members and Division Convenors are volunteer-based, not paid positions. This helps prevent misunderstandings and protects the association from future disputes over compensation.
NEW VI. 12.	NEW	none	VI. 12. To meet the operational needs of the organization, the Board may approve the creation of paid positions or the hiring of independent contractors. These positions may include administrative, technical, or support functions and shall be filled only with prior approval by a majority of the Board. For each paid position, the Board will determine: Responsibilities and scope of work; Compensation and payment	Ensures the Board controls hiring and compensation, promotes transparency, prevents conflicts of interest, and protects the organization legally and financially. Including it in the constitution makes these rules consistent and enforceable.



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VIII Meetings	Amendment	VIII.3. The annual meeting of HWI Inc. will be held before the annual meeting of the Québec Ice Hockey Federation, Lac St-Louis Region (usually held in mid-May). The date and place will be decided by the Executive and the	arrangements; • Duration and terms of engagement. No individual may vote on any matter where they are being considered for a paid role. VIII.3. The annual meeting of HWI Inc. will be held before the annual meeting of Hockey Québec and Hockey Lac St-Louis (usually held in mid-May). The date and place will be decided by the Executive and the members present will form quorum.	Update wording
VIII Meetings	NEW	the Executive and the members present will form quorum.	VIII.4. The following persons may attend Board meetings as observers (i.e. without voting rights): City representative(s). In addition, the President may invite other persons to attend Board meetings as observers, and, following a vote confirming this invitation by the Board, such persons	Clarify who attends Board Meetings and who may vote.
VIII Meetings	NEW	none	may, at his or her discretion, attend meetings of the Board of Directors as observer. VIII.5. At meetings of the Board of Directors and General Meetings, all participants have the option of using French or English. Notices of general or Extraordinary General Meetings will be sent in French and English.	Ensures all participants—regardless of whether they're more comfortable in French or English—can fully participate in discussions and decision-making. This respects the linguistic



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				diversity of members and promotes equal access to information.
IX Elections	Amendment	IX.1. Persons eligible to be elected or appointed to an Executive office must be a resident of Dorval or Pointe-Claire or have been an active member participating to the HWI Inc. activities for a minimum of one (1) year. To be eligible to run for the position of President of HWI Inc., candidates must have served a minimum of one (1) year on either the Executive or Board of Directors. Nominations for elected positions must be made in writing to the President of Elections, care of the Secretary of HWI, at least ten (10) days prior to the AGM. Any person who is eligible for a position but is unable to be present can submit their candidature by written proxy.	IX.1. Persons eligible to be elected or appointed to an Executive office must be a resident of Dorval or Pointe-Claire and have been an active member participating in HWI Inc. activities for a minimum of one (1) year. To be eligible to run for the position of President of HWI Inc., candidates must have served a minimum of one (1) year on either the Executive or Board of Directors. Nominations for elected positions must be made in writing to the Secretary of HWI Inc., at least ten (10) days prior to the AGM. Any person who is eligible for a position but is unable to be present can submit their candidature by written proxy.	Change the word "or" to "and" Change the word "to" to "in" Removal of "must be made in writing to the President of Elections, care of the Secretary of HWI". Changed to "must be made in writing to the Secretary of HWI Inc."
IX Elections	remove	Should any of the executive positions become vacant at the AGM and prior to the completion of the individual's regular mandate, a replacement will be chosen to complete the term, by a vote of the HWI		Remove this clause and the possibility of nominations "from the floor". Requiring advance nominations ensures that all members have equal time to consider who is running, research candidates, and even decide if they want to run



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		membership present. Nominations for this position will be accepted from the floor, once the regular elections have been completed, and are subject to the same eligibility criteria as any of the other executive positions.		themselves. Advance nominations give the organization time to: • Verify eligibility • Conduct any background checks, interviews, or approvals required. • Allow the nominee to formally accept or decline before voting starts.
IX Elections	NEW	NEW IX. 2.	IX 2. The Board shall post on the HWI Inc. website, a listing of all individuals who have been nominated for election to the Executive as they are received and a minimum of seven (7) days prior to the AGM. Such a listing shall identify what position each nominee is seeking.	Transparency
IX Elections	NEW	New IX. 5.	IX.5. Should an Executive position remain vacant following the AGM, the Executive is authorized to fill the vacancy. If the position remains unfilled, it will be open for nominations at the next AGM. If no nominations are received at that time, the Executive may appoint a member to the position.	Rather than nominations "from the floors".
IX Elections	Amendment	IX.3. The following people are eligible to vote and are allowed one (1) vote each: 1. Members of the Executive,	IX.6. Voting Eligibility: 1. Parent Voting Rights: For players under the age of 18 who actively participated in the current season, each family is entitled to a	Unclear and out-of-date wording 2. Makes clear that players 18 and over have their own vote and that parents cannot vote on their behalf.



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		2. Anyone who has signed a card of responsibility for a team, 3. A parent or guardian of any player who has participated in the program during the current season.	maximum of two (2) votes, regardless of the number of minor players in the family. Eligible voters are the custodial parent(s) or legal guardian(s) of the player(s), with each eligible individual entitled to one (1) vote. No more than two (2) votes may be cast per family. 2. Adult Player Voting Rights: Registered players aged eighteen (18) years of age and over who have participated in the program during the current season are eligible to one (1) vote. Parents or legal guardians may not vote on behalf of an adult player. 3. Board Members: Board members who are also parents or legal guardians of registered minor players may vote as parents, in accordance with the parent voting rights outlined above. 4. Non-parent Members: Non-parent Members who are on the Executive, the Board, or are listed as team staff on an official team roster (T-112) are eligible to one (1) vote. Regardless of the above, no one person shall have, or be allowed to cast more than one (1) vote. Voters do not accumulate votes by holding multiple positions. Meaning, for example: that a parent who is also a Board Member may cast one (1) vote as either a parent vote, or a Board Member vote, they do not receive an additional vote for holding two positions. No member may vote in any capacity in any election or decision where they have a direct conflict of interest.	4. Can be non-parent coaches or managers who are officially part of a team roster



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			 This includes, but is not limited to: Voting in an election for a position they are running for; Participating in decisions where they have a personal or financial interest. 	
IX Elections	Amendment	IX.4. Voting by proxy is not allowed.	IX.7. Members must be physically present at the meeting to exercise their right to vote. No proxy voting shall be permitted.	Was unclear to some members
IX Elections	NEW	NEW IX. 8.	IX. 8. Voting shall be by secret ballot (paper).	Ensures voter privacy and reduces the potential for undue influence or intimidation
IX Elections	NEW	NEW IX.9.	IX. 8. In the event of a tie vote, a second vote shall be taken of only those candidates who were tied.	In case of a tie
IX Elections	NEW	NEW IX. 10.	IX 10. Ballots shall be collected and counted by the Secretary. The candidates having received the majority of the votes shall be declared elected. Elected candidates shall take office immediately. Subsequent to approval of the members present, ballots will be destroyed during the meeting.	
New section: X Banking arrangement s	NEW		X.1. Financial signing authority for HWI Inc., including bank drafts, cheques, promissory notes, bills of exchange or other negotiable instruments, and all withdrawals from HWI Inc. accounts may be executed in the name of HWI Inc. and signed by any two of the following officers: President, Vice-President Single Letters, Vice-President Double Letters, Treasurer, or the Director of Operations.	Ensure that transactions are performed with the agreement of at least two key individuals within the organization.



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Banking arrangement s	NEW	none	X.2. HWI Inc. shall not be liable for the debts and/or financial responsibilities either implied or incurred by any player, coach, manager, team or by any enterprise connected to HWI Inc.	Limits Legal Liability This clause explicitly states that HWI Inc. is not responsible for debts or financial obligations taken on by individuals or teams affiliated with it. It protects the organization from being held accountable for actions it did not authorize or oversee.
Major Expenditures:	NEW	none	X.3 All major expenditures shall be approved by at least two-thirds (2/3) of the Directors present at a meeting of the Board. For the purpose of this section, the term "major expenditure" shall mean non-recoverable expenditures of ten thousand dollars (\$10,000.00) or more.	maintain financial discipline, protect the organization's resources, ensure sound decision-making, and provide transparency and accountability in managing significant financial obligations.
XII Executive Powers	Amendment	XII.1. The Executive has the power to manage HWI Inc. according to the Constitution and regulations. It shall have the authority to dissolve committees and prescribe the methods for their proper operation. It has the power to fill vacant positions of officers of the Board of Directors in the necessary time and to assign replacements to open positions. The Executive can adopt the regulations they deem necessary.	XII.1. The Executive and the Board of Directors of HWI Inc. shall control and administer all of the affairs of HWI Inc. The Executive and the Board shall make or cause to be made for HWI Inc., in its name, any contract which HWI Inc. may lawfully enter into. The Executive and the Board are expressly empowered as follows: a) To purchase, lease, sell, exchange or otherwise acquire or dispose of any property and equipment necessary to the conduct of HWI Inc. activities, or any team operated by or associated with HWI Inc. b) To pass, amend and enforce any rules, regulations and procedures which the Executive and the Board deem necessary from time to time for the orderly and efficient and sportsmanlike conduct of the affairs of HWI Inc. and any teams operated by or associated with HWI Inc. c) To discipline or suspend any coach, manager, parent, player, referee,	Makes clearer the roles of the Executive and the Board of Directors



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			scorekeeper, or other official connected with HWI Inc. or any of its activities. d) To establish and appoint such committees or individuals as the Executive or Board may deem necessary from time to time, and to delegate any of the Board's responsibilities for a particular aspect of HWI Inc. operations to such committee.	
XIII Conflict of Interest	NEW	none	 XIII. 1. Every Executive or Board member who directly or indirectly has an interest in a proposed or existing contract or transaction or other matter relating to HWI Inc. shall make a full and fair declaration of the nature and extent of the interest. 2. After making such a declaration, no Executive or Board member shall vote on such a contract or transaction or other matter, nor shall he or she be counted in the quorum in respect of such a contract or transaction or other matter. 3. If an Executive or Board member fails to make a declaration of interest in a contract, transaction or other matter in compliance with this Section, the Executive or Board member shall account to and reimburse HWI Inc. for all profits realized, directly or indirectly, from such contract or transaction or other matter. 	Included in the to prevent conflicts of interest, ensure transparency, protect the Association's integrity, and foster trust among members and stakeholders. By requiring full disclosure of personal interests and holding members accountable for failing to do so, HWI Inc. safeguards itself from unethical behaviour and potential legal risks, ensuring decisions are made fairly and in the best interests of the organization.
XIV DISCIPLINE COMMITTEE	NEW	None - NEW	The Association shall establish a Discipline Committee responsible for reviewing and addressing all matters related to conduct, complaints, and disciplinary action involving players, coaches, team officials, parents, or any other participants affiliated with the Association. The Discipline Committee shall be composed of five (5) members, including the Complaints Director, who shall serve as Chair of the Committee. The remaining four (4) members shall be appointed by the Board of Directors	Establishes a formal, transparent, and consistent approach to handling disciplinary matters within HWI Inc. It ensures that conflicts of interest, complaints, and violations are addressed in an orderly, professional, and fair manner.



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			and may include Directors, volunteers, or other individuals deemed appropriate by the Board. The Discipline Committee shall have the authority to investigate complaints, conduct hearings where necessary, and determine appropriate actions following the Association's policies, code of conduct, and applicable governing body regulations. The Committee shall operate in a fair, impartial, and confidential manner and shall ensure that all individuals involved are allowed to be heard. The Board of Directors shall have the authority to establish additional procedures or guidelines governing the operations of the Discipline Committee as needed.	
X FISCAL YEAR	Amendment	XV.1. The fiscal year begins April 1 and finishes March 31 the following year.	XV.1. The fiscal year begins May 1 and finishes April 30 the following year.	The current year-end falls during the HWI tournament, and invoices and payments for the ongoing season are still being processed. Therefore, it would be more logical to adjust the year-end date to a time after the conclusion of the season.
X FISCAL YEAR	NEW	none	XV.2. At the end of each fiscal year and after the HWI Inc. Annual General Meeting, HWI inc. submits a report on its activities to the municipalities of Dorval and Pointe-Claire, and to Hockey Lac St-Louis.	