



IMPORTANT MEMORANDUM

TO: Minor Hockey Associations & Leagues
Minor Hockey Association Female Representatives
Junior Teams & League
Senior & Adult Recreation Teams & Leagues
Minor Council Executive Committee
Female Council Executive Committee
Junior Council Executive Committee
Senior & Adult Recreation Council Executive Committee

FROM: Murray Roberts, Chair Hockey NL Nominations Committee

Cc: Hockey NL Board

DATE: January 7, 2025

RE: Notice of New Nominations/Election Process for 2025

The Nominations Committee for this coming election season serving with me as the Chair, are Stephen Bishop, Jill Monk, Ria Target and Sherry Chubbs.

The membership made several amendments to the Nomination and Elections Process in the By-Laws during the 2024 Annual General Meeting to improve the efficiency and feasibility of the process. One of which is the election for the Directors, only, to be completed via electronic voting in advance of the Annual Meeting.

I have attached the critical path that the committee has approved for the 2025 nominations and elections. Please review these critical dates to ensure we can present candidates to you and to ensure we receive the required quorum of ballots during the voting period of Directors.

To review the nomination and election process, please read the attached By Law Four, specifically 4.01 to 4.07 (pages 8-10)

Should you have any questions, please contact our staff resources, Executive Director, Craig Tulk, ctulk@hockeynl.ca and we will get the answers you require.

Attachment

HOCKEY NL

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Critical Path Hockey NL Elections 2025

January 8, 2025 - Nomination Committee meeting

January 8 - February 27, 2025 - contact candidates, advertise publicly, etc. to determine a slate of 11 Directors the committee requires another committee meeting (February 27 tentative) to finalize names.

March 7, 2025 - Nomination Committee will release the slate of 11 Directors as nominated by the Committee

April 8, 2025 - The deadline for the membership to file subsequent nominations for Directors.

April 8, 2025 - The nomination committee releases that the nomination for council positions are open.

April 15, 2025 – Announce the final list of Directors Candidates.

The Nomination Committee shall host a virtual session to provide all director candidates the ability to speak to the voting members in a structure timed presentation.

Trial Run for Elections Platform with external party

April 28 - April 30, 2025 – platform is open for members to vote by third party.

May 1 - 2, 2025 – Nomination Committee Announces the results and confirms the election of the Board.

May 8, 2025 - Council Nominations Closes.

May 16, 2025 - Nomination Report for Council is released.

June 7, 2025 - Annual General Meeting, and elections of Councils.



BY-LAW 4

IV GOVERNANCE

- 4.01 Directors – The Board shall consist of the Directors specified in the Corporation’s most recent notice of directors filed with the Registry of Companies (Newfoundland and Labrador).
- 4.02 Composition of the Board – The Board shall consist of the following individuals who shall be elected by the Voting Members:
- a President who shall be elected as both a Director and the President of the Corporation;
 - a Vice-President who shall be elected as both a Director and the Vice President of the Corporation;
 - four (4) Directors who one (1) of each shall represent the Female, Minor, Senior and Adult Recreation and Junior Divisions. The membership of each respective division will elect their Director to represent them on the Board.;
 - the Referee in Chief;
 - the Hockey Development Chair;
 - one (1) director who shall be elected as both a Director and the Treasurer of the Corporation;
 - Two (2)** at large Directors who shall be elected as a Director of the Corporation; and
- 4.03 Eligibility – To be eligible to serve as a Director, an individual must:
- be nineteen (19) years of age or older;
 - not have been found to be mentally incompetent by a court in Canada or elsewhere;
 - have the power under law to contract;
 - not have the status of bankrupt; and
 - not be a director or officer of any Association, League or Team, or a shareholder of a Team, within Hockey NL.
- A Director who has been elected and is not compliant with Section 4.04e) must, upon election, take immediate steps to become compliant. If non-compliance continues for a period of thirty (30) days from the date of election, the Director must resign as a Director in accordance with Section 4.11 below.
- 4.04 Nominations Committee – There shall be a nominations committee (the “Nominations Committee”) which shall be responsible for: (i) ensuring on a continuing basis that the Board is composed of qualified, diverse, experienced and skilled persons capable of, and committed to, providing effective governance leadership to Hockey NL; (ii) The chair of the Nominating Committee and other committee members shall be appointed by the Board, and shall be individuals who are at arm’s length from the Board; and (iii) The Nominations Committee shall seek out a slate of acceptable candidates **providing a list of nominations for at least one candidate for all positions on the Board of Directors to the membership before the membership considers submitting nominations and (iv) to review the qualifications of all candidates submitted by the membership. To ensure the slate includes at least one candidate for all Board positions, the Nominations Committee may hold a second abbreviated call for nominations for only those positions with no candidate nominated.**

The chair of the Nominations Committee shall oversee any election conducted under article IV of these By-Laws, including ensuring that names of all candidates running for **Director positions appear correctly on the official ballots. For in person elections, oversee the distribution and collection of the ballots, counting the votes, announcing the results, and destroying the ballots immediately thereafter. For elections by electronic means work with the**

provider to ensure integrity of the electronic ballots, distribution to the voting members, the tabulation of the results and destroying the ballots.

4.05 Nomination – **The nomination process will include three (3) stages, (i) identifying a slate of acceptable candidates, (ii) publication of the Nominations Committee’s list of candidates, and (iii) accepting other nominations from the Membership.**

Any nomination of an individual for election as a Director must:

- a) include the written consent of the nominee;
- b) comply with the procedures established by the Nominations Committee; and
- c) be submitted to the registered office of the Corporation no later than **60** days prior to the Annual Meeting of Members each year. Information regarding the individuals nominated for election shall be included in the notice of Annual Meeting of Members sent to Members.

4.06 Election – Directors as described in section 4.02 shall be elected in odd numbered year’s:

- a) President, Vice-President, four (4) Directors **representing** each Division, the Referee in Chief, the Hockey Development Chair, the Treasurer and **Two (2)** At-Large Directors shall be elected in odd numbered years.
- b) Individuals can only run for one (1) Director position in a given election year.**
- c) In elections where there are more than Two (2) Valid Nominations for a Director position, a ranked ballot will be used where the Voting Members will rank their most preferred candidate as their first choice, and the other candidates in decreasing order of preference.**
- d) Abstentions are not counted as a vote cast.**

4.07 Elections

1) Elections for President, Vice President and each Director position other than the Director at Large position shall be decided in accordance with the following:

- a) **One (1) Valid Nomination for each Director Position** – The Voting Members shall be eligible to cast a secret ballot for the nominated individual by voting YES if supportive of said nominee or by voting NO if not supportive of said nominee. The nominated individual shall be declared elected to the Director position upon receiving a majority of the votes cast. If the nominated individual does not receive a majority of the votes cast, the Director position shall remain vacant and be filled in accordance with Section 4.14 of these By-Laws.
- b) **Two (2) Valid Nomination for each of the Director Position** – The Voting Members shall be eligible to cast a secret ballot for either of the nominated individuals. The nominated individual receiving a majority of the votes cast shall be declared elected to the Director position. If neither nominated individual receives a majority of the votes cast, the Director position shall remain vacant and be filled in accordance with Section 4.14 of these By-Laws.
- c) **More than Two (2) Valid Nomination for an Individual Director Position** – If there is more than two (2) nominated candidates for an individual Director position, the Voting Members shall be eligible to cast a secret ballot indicating their ranked choice for the individual Director position. The nominated individual that receives a majority of the votes cast as the first choice shall be declared elected as the Director. If no nominated individual receives a majority of the votes cast as first choice, then the candidate with the lowest number of first choice votes will be removed from the election and that candidates next choice ballots will be redistributed to the other candidates. This process will be repeated until a candidate receives a majority of the votes cast or until there are no more candidates to remove and votes to be redistributed. The Director position shall remain vacant when all choices are exhausted and no candidate receives a majority of votes cast and subsequently filled in accordance with Section 4.14 of these By-Laws.

2) Elections for the Director at Large position shall be decided in accordance with the following:

- a) Two (2) Valid Nominations for the Two (2) Director at Large Positions – For an election where there are two (2) valid nomination for the two (2) Director at Large positions, an election will be held for each of the two (2) Director at Large positions. For each election, the Voting Members shall be eligible to cast a secret ballot for the nominated individual by voting YES if supportive of said nominee or by voting NO if not supportive of said nominee. The nominated individual shall be declared elected as a Director upon receiving a majority of the votes cast. If a nominated individual does not receive a majority of the votes cast, the Director at Large position shall remain vacant and be filled in accordance with Sections 4.14 of these By-Laws. The process shall be repeated for each Director at Large position.**
- b) More than Two (2) Valid Nominations for the Two (2) Director at Large Positions - For an election where they are more than two (2) valid nominations for the two (2) director at large positions, the Voting Members shall conduct a vote by secret ballot indicating their ranked choice for the Director at Large positions. For a nominated individual to be elected they must receive a majority of the votes cast. If one (1) of the nominated individuals receive a majority of the votes cast as the first choice they shall be declared elected as the Directors at Large.**

 - i) Once one (1) of the nominated individuals receive a majority of the votes cast as the first choice they shall be declared elected as a Directors at Large, and then their votes shall be redistributed to their next ranked candidates.**
 - ii) If no nominated individual receives a majority of the votes cast as first choice, then the candidate with the lowest number of first choice votes will be removed from the election, and that candidates next choice ballots will be added to the first-choice votes for the other candidates. This process is repeated until two individuals receive a majority of the votes cast or until there are no more candidates to remove and votes to be redistributed. Any unfilled Director at Large positions shall remain vacant subsequently filled in accordance with Section 4.14 of these By-Laws.**
 - iii) In any second or subsequent vote, the votes of a candidate receiving a majority of the votes cast shall be redistributed, if applicable, before removing the candidate with the fewest number of votes.**