
CONSTITUTION OF THE ATLANTIC FOOTBALL LEAGUE

ARTICLE I IDENTITY

Section 1

The name of the organization shall be the **Atlantic Football League** or by its abbreviation **AFL**.

Section 2

The scope of the **AFL** is to provide governance of Post High School Contact Football in the Atlantic Provinces.

Section 3

Affiliations with the respective Provincial and National Football Organizations shall be maintained.

Section 4

The **AFL** shall have Colours and Logos as decided by the Governing Board

ARTICLE II PURPOSE

1. To provide an opportunity to play the game of football beyond the high school level during the fall season.
2. To establish and maintain conditions conducive to the safety and the enjoyment of the participants.
3. To provide an opportunity for the achievement of high standards of moral development and citizenship through participation in amateur football.
4. To provide a route to higher caliber football for those who desire it.

ARTICLE III MEMBERSHIP

Section 1

The **AFL Governing Board** shall consist of all current member teams meeting admission requirements, teams that are in good standing and teams that have paid all league fees.

Section 2

Each member team in good standing shall be entitled to 1 (one) vote on the **Governing Board**.

Section 3

A team shall be considered not in good standing if, in the judgment of the **Governing Board**, it has acted in willful violation of the **AFL** constitution, rules or by-laws. In the event a team is declared to be "*Not in Good Standing*", that team will forfeit all remaining games and must reapply for membership as a New Team the following year.

Section 4

1. All **AFL** member teams are expected to adhere to the **AFL Code of Ethics**.
2. Infractions of the Code by any member of a team, including coaches and staff, are grounds for **Judicial Review**.
3. The Code of Ethics will be reviewed on a regular basis by the **AFL Governing Board** and it will be enforced by the **AFL Executive**. This Code of Ethics is a Policy Matter and does not require **Article IX** to make changes. It is governed under **Article IX** as regular business.

Section 5

Admission Requirements for a New Team to be considered are:

1. The approval of the applicant team will follow the same procedures as **ARTICLE IX Amendment Procedure Section 1**.
2. Written submission including Name, Location, Home Field, Equipment Availability and proposed Coaching Staff must be received by the **AFL** Commissioner 30 days prior to the **AGM**. A business plan showing evidence of operational stability must also accompany the submission.
3. This application must be circulated amongst the Governing Board within 7 (seven) days of receipt. This requirement may be waived by the Governing Board if extenuating circumstances merit it and the applicant representative is present at the **AGM**. If the waiver is in effect the approval must follow **ARTICLE IX Amendment Procedure Section 2**.
4. A non-refundable application fee \$500 must accompany the submission. If the applicant is accepted into the **AFL**, this fee will be applied to their Annual Membership Fee. The remaining portion of the League Fees is due per payment deadlines set out in the Bylaws.

ARTICLE IV EXECUTIVE

Section 1

The **AFL** Executive shall consist of a **Commissioner and Secretary-Treasurer**. Executive members do not vote at **Governing Board** meetings, or at the **AGM**. The **Commissioner** will vote in the event of a tie between **Governing Board** members in attendance. In an **Executive Meeting** the **Commissioner** will only vote in the event of a tie as well.

Section 2

The **AFL** executive shall hold office for a 2 (two) year term or until successors are named. Elections will be held at the **AGM**, with the new executive taking over power at the end of the meeting in which elections are held.

Section 3

The **Commissioner, Vice Commissioner** and **Secretary-Treasurer** will be elected by the **Governing Board**.

Section 4 Duties of Executive Officers

1. It shall be the duty of the **Commissioner** to:

- Preside over all **AFL** meetings. The Commissioner can only vote to break ties.
- Have general supervision over the affairs of the **AFL**.
- Enforce the constitution of the **AFL**
- Handle the day to day decisions for the **AFL** as required
- Promote and market the **AFL**.
- Represent the **AFL** at meetings with Provincial Football Associations
- Handle all necessary correspondence
- Facilitate the registration of teams and players
- Prepare and distribute the schedule

2. It shall be the duty of the **Vice Commissioner** to:

- Preside over all **AFL** meetings if the Commissioner is not available.
- Support the general supervision of the affairs of the **AFL**.
- Enforce the constitution of the **AFL**
- Handle the day to day decisions for the **AFL** as required in Consultation with the other members of the executive.
- Promote and market the **AFL**.
- Represent the **AFL** at league and other sanctioned games in which **AFL** teams participate.
- Represent the **AFL** at meetings with Provincial Football Associations
- In consultation with the commission, deal with disciplinary action for the league.
- Facilitate the registration of teams and players

3. It shall be the duty of the **Secretary-Treasurer** to:

- Keep accurate minutes of all **AFL** meetings
- Circulate copies of the minutes of each meeting within 2 (two) weeks of the last meeting.
- Maintain complete and accurate records of the **AFL** income and expenditures.
- Have charge over all **AFL** finances.
- Present a current report on the **AFL** finances at each league meeting. The fiscal year of the **AFL** will be the calendar year.

ARTICLE V GOVERNING BOARD

Section 1

1. The **Governing Board** of the **AFL** shall consist of 1 (one) voting representative from each **AFL** member team in good standing.
2. This **Governing Board** shall determine all policies in effect; however amendments and by-laws can only be determined at the **AGM**.
3. It shall elect the Executive, which will oversee all **AFL** business between meetings of the **Governing Board**.
4. It shall select delegates from the **AFL** to attend the meetings of any affiliated body and shall adopt standards governing the operation of the **AFL** games and the rules that shall govern those games.
5. The **Commissioner** or a majority of league member teams can call meetings of the **Governing Board**.

Section 2

Although executive members may in fact be associated with a specific **AFL** team, they are not entitled to vote. Therefore, each team in good standing is entitled to have a representative which is not on the Executive.

Section 3

1. Each league member team may have additional members present at any **Governing Board** meeting. However, the meeting chair may deem to only recognize the voting representative.
2. If meeting is declared "*In Camera*" all non-voting attendees must leave the meeting. Any single voting member may request the "*In Camera*" status to be invoked. This does not require a vote and must be honoured for the remainder of the issue at hand. "*In Camera*" discussions are not to be divulged under any circumstances.
3. If a policy decision is undertaken only a passed vote will be reflected in the minutes. Any defeated votes will not be reported.
4. Proxy Votes: Any proxy vote must be communicated in writing to the Commissioner (by mail, fax or e-mail) at least seven days before the meeting date.

ARTICLE VI JUDICIAL DUTIES

Section 1

1. The **Commissioner** will settle grievances between teams and rule on any disciplinary action to be administered as per the current constitution, rules or Code of Ethics.
2. Grieving teams or officials may present such facts or arguments that they deem proper, subject to the control of the **Governing Board** who will conduct the hearing. They will answer all questions put to them by the other members of the **Governing Board**, after which the **Governing Board** will retire to reach a decision.
3. The majority vote will dictate the judgment in all discussions. However, in order to declare a team to be "*Not in Good Standing*" the required vote must be a majority.
4. In the event of a tie, the **Commissioner** will render judgment himself.
5. The team representatives involved as either complainant or defendant in the **Judicial Action** will not vote. Nor will they participate in the deliberations other than to present evidence.
6. Any **Executive** member that is directly involved must also excuse themselves.

Section 2

In the event of an emergency situation, **Governing Board** may act upon the grievance prior to the receipt of written copy of said grievance.

Section 3

All **AFL** grievances, with supporting documentation, must be submitted within forty eight (48) hours of the grievous action, by accepted measures (See Article VII Section 3), to the **AFL Commissioner** for action.

Section 4

Appeals may be filed using the same measures as Section 3. However, an appeal will only be entertained if additional evidence is available which was not heard in the original submission.

ARTICLE VII ADMINISTRATIVE PROCEDURES

Section 1

Meetings of the **Governing Board** can be called by the **Commissioner**, or at the request of a majority of the **AFL** member teams.

Section 2

The Annual General Meeting of the **AFL** Governing Board must be held by May 15th of each year. The AGM must be held in person and will be open to the public.

Section 3

Accepted forms of communication include Phone; Voice Mail, Facsimile, e-Mail, Mail or Registered Mail.

Section 4

Notifications for the **AGM** must be sent to all **AFL** teams 4 (four) weeks prior to the meeting. All other meetings require at least 72 hours of notice.

Section 5

E-mail meetings shall be conducted as follows: The **Commissioner** will send an e-mail to the **Governing Board** calling for a meeting on a specific item. Discussion of the matter shall take place for a reasonable period of time as specified by the **Commissioner**. Voting will take place by a given deadline set by the **Commissioner**. Any teams that do not respond by the deadline will be counted as abstaining from the vote.

ARTICLE VIII - ORDER OF BUSINESS

Section 1

The presence of the majority of the **AFL** teams in good standing is necessary to constitute a quorum for the transaction of **AFL** business.

Section 2

1. For clarity; no rules may be changed, amended or altered during the season or during playoffs.
2. All policies and procedures and By-Laws may be changed. These items may be changed with a simple majority of the valid quorum as a per Section 1.

Section 3

The agenda for the Annual General Meeting shall contain, as a minimum, the following items:

- Reports/Minutes/Financial Statements
- Review of League Statistics
- Election of Officers
- Admission of New Teams
- By-Laws

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- Scheduling

ARTICLE IX AMENDMENT PROCEDURE

Section 1

1. This constitution may be amended at the **AFL** Annual Meeting by a majority vote of the member teams present and in good standing, provided that written notice of any proposed change or amendment has been given to the **AFL** Commissioner no later than four weeks prior to the date of the Annual General Meeting.
2. The proposed change or amendment must then be circulated within 7 (seven) days following the receipt by the Commissioner. This is the same requirement for the admittance of a new team that made a written proposal in time to be circulated.

Section 2

1. If a proposed amendment was not received OR circulated in the proscribed timeframe, it may be introduced at the AGM. However, in order to pass, it must receive unanimous support of all member teams in good standing.
2. If a member team is not present for the vote they must be notified of the proposed change or amendment within 7 (seven) days of the meeting close. They will then have 2 (two) weeks in order to respond with a **VETO**. If they do not respond, the change or amendment will be deemed to be accepted unanimously. This is the same requirement for the admittance of a new team that had NOT made a written proposal in time to be circulated.

Section 3

A **Special GM** may be called during the year in order to entertain changes or amendments that are deemed to be necessary by 100% of the member teams in good standing. In other words, a **Governing Board** meeting may be called into session and declared a **GM**, if all the member teams are present and agree.

BY-LAWS OF THE ATLANTIC FOOTBALL LEAGUE

1. ATLANTIC FOOTBALL LEAGUE DUES

- All **AFL** teams will be responsible for an equal share of all officiating fees charged to supply officials by the **Provincial Officials Associations** for all regular and post season games.
- All **AFL** teams will contribute equally toward the cost of league awards.
- The League Deposit Fee will be determined at least 3 months prior to the first league game. The teams will be made aware of the League Fee at least 3 months prior to the first league game. The League must have in hand 50% of the League Fee in the hand of the League 45 days prior to the first League game. The executive can make the decision to defer this for teams in their first year of operation. The balance of the League fee is due by September 30.
- Each team will be required to provide the League with proof of liability and accident insurance prior to the first league game

2. SCHEDULE

- The preparation of the schedule shall be the responsibility of the **AFL** Commissioner.
- All games will be played as scheduled. Any changes in game time must be communicated and agreed to by the teams and the Commissioner at least 24 hours before the game's originally scheduled time.

3. CONDUCT AND REGULATION OF TEAM UNIT

- .1 In order to be eligible to play in the playoffs, players must have played in at least two regular season games. New players can not be added after a team has fewer than 2 regular season games remaining. The maximum number of players to be dressed for a game is 45. Two weeks prior to the playoff start, Playoff Eligible Rosters must be sent to the Commissioner.
- .2 Unsportsmanlike conduct or violation of the **Code of Ethics** on the part of any team, team official or any individual player will be dealt with by the commissioner.
 - The offending person or persons may be subject to suspension.
 - Each team shall be held responsible for the conduct of its players and its staff, whether individually or collectively.

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- The **Commissioner** may, if deemed to be beneficial to the **AFL**, suspend any team personnel.
 - All decisions of the **Commissioner** can be appealed to the **Governing Board**.
 - Any appeals of such suspensions must be submitted to the Commissioner no later than noon on the Monday following the game. All evidence supporting the appeal is due no later than noon on the Tuesday following the game.
 - Any team personnel ejected from a game will be automatically suspended for the following game.
- .3 Each visiting team must contact the home team prior to the playing date, fax or e-mail their rosters to each other and confirm playing field and locker room locations. Each team is to provide the opposing team with any roster changes prior to game time.

There will be a pre game meeting between the referee and both head coaches to exchange game day rosters.

Failure to adhere to any of the above will result in the violating team being referred to the **Commissioner** for possible disciplinary action, including fines.

- .4 No player or player coach shall be paid for participation in any **AFL** game. Travel money to practice shall be considered as paying the participant and shall not be allowed by the **AFL**.
- .5 The field must be adequately marked in accordance with league rules. Separate shower and locker room facilities will be provided for each team. Proper rest room facilities must be provided for the fans.
- .6 All teams must make available any and all details of their Home Field. This is to include directions and location of hospitals or clinics. It is also to include in detail how the field differs from the stated **Regulation** field requirements.
- .7 Each team is encouraged to provide certified medical personnel at **AFL** games. The certified medical personnel via direct communication will call ambulances if necessary. The certified medical personnel's identification will be shown, upon request, to the visiting team.
- .8 Teams must charge a minimum registration per player of \$100.
- .9 Where a player has participated in one game for a team during the season that player must receive a written release from that team before playing for another team in the subsequent season. The releasing team has the right to a face to face meeting with the player before granting the release. Releases shall not be unreasonably withheld. Where a player has been refused his release he may appeal to the Commissioner, who has the power to grant a player a release. This clause shall override any contract between a player and a team.

A player granted his release may join another league team during the current season.

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- .10 Residence will determine for which team a player is eligible to play on – Greater Saint John, Greater Moncton, Capital Region. Teams that share a common geographic region are encouraged to keep an open dialogue in the recruitment of common talent pools.
 - .11 Any players wishing to wear tinted visors must forward an Ophthalmologist's certificate to the Commissioner. The Commissioner will compile a list and forward to each member of the governing Council. Any players not on the list may not wear a tinted visor during a game; presentation of an Ophthalmologist's certificate to a game Referee will not be accepted.
 - .13 Any team forfeiting any game without providing the home team with at least 5 days notice shall be fined \$500. Any team forfeiting a game will have a point deducted in the standings. The game score will be recorded as 7-0 and the team awarded the win will receive the appropriate number of points in the league standings.
 - .14 All teams must ensure their players, staff and regular volunteers are registered on the Website Roster System prior to the first league game of each year.
 - .15 Teams cannot commence practices in any form (inside, outside, classroom, with or without coaches) until 21 days prior to the first scheduled AFL regular season game. (For 2011 that would be 21 days prior to Sept. 17, i.e. August 27)
 - .16 All spring practices in any form (inside, outside, classroom, with or without coaches) AND all spring games or scrimmages must be completed by May 31.

4. GAME PROCEDURES

- .1 **AFL** games shall be played in accordance with the Canadian Rulebook for Tackle Football:
- .2 A crew of officials, qualified and certified by a **Provincial Officials Association** shall work each game.
- .3 The home team shall furnish chain crews, chains and sideline markers. The visiting team has the right to place one (1) member of its organization on the chain crew if it desires. The visiting team however, must notify the home team of such decision at least fifteen (15) minutes before the scheduled game time.
- .4 The official football of the Atlantic Football League is the Wilson F2000 CIS leather ball. The hosting team is responsible for providing the game ball. The home team will furnish two (2) league footballs, of which at least one (1) will be a new football. The game officials must approve the two footballs prior to game time.
- .5 The home team will provide access to the locker room , for the visiting team, at least two (2) hours prior to kickoff. Access to field facilities should be provided at least one hour prior to kickoff.
- .6 The team with the better record has the first option of hosting playoff games. Upon mutual consent of both teams, the team with the lower record could host the game. Any additional

financial agreements between the two teams must be submitted to the **AFL** Commissioner and will be enforced by the **AFL**.

.7 **AFL Tie Breakers** – playoff games.

- i) Head to head games
- ii) Least points allowed head to head
- iii) Least points allowed versus common opponents
- iv) Least points allowed overall
- iv) Coin toss

.8 There will be no tie breakers for regular season games.

.9 **Mercy Rule** - When a team has taken and maintained a lead of at least 30 points, the remainder of the game will be timed "straight time" if agreed to by the coach of the trailing team. He has the option of having the game continue to be timed in accordance with the Canadian Rulebook for Tackle Football until the end of the third quarter. The fourth quarter of the game will be timed "straight time".

5. Play-off Game Revenue Sharing

All playoff game revenues and expenses will be the host team's responsibility, exception for the cost of bussing for the visiting team and the cost of officials for the playoff game.

6. Player Age

During the first 2 years of operation for the AFL, players must be in the eighteen to twenty four (18-24) age group. The individual must be in this range as of December 31st of the current playing season. This will be reviewed annually at the AGM.

Atlantic Football League

Coaches Code of Ethics

Ratified

Not only should coaches respect the code of ethics for the players, they have to follow the code of ethics for coaches.

ALL ATLANTIC FOOTBALL LEAGUE COACHES ARE TO DEMONSTRATE GOOD COACHING ETHICS THROUGH:

PERSONAL CONDUCT, RESPECT OF THE ATHLETE, RESPONSIBILITY, SPIRIT OF SPORT, INTEGRITY

PERSONAL CONDUCT IS:

- Using proper language.
- Respecting the physical and mental integrity of the athletes.
- Stressing the importance of Physical fitness and encouraging athletes to stay in shape all year.
- Projecting an image that reflects positive values of your sport.

RESPECT OF THE ATHLETE IS:

- Respecting and treating athletes with equity (regardless of sex, race, country of origin, physical potential, or all other conditions)
- Seeing the athlete as a person, not just an athlete.
- Putting health ahead of forcing a player to play injured.
- Being aware of the pressures put on athletes (Family, work, etc)

RESPONSIBILITY IS:

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- Contributing to the advancement of the profession by sharing knowledge with colleagues and players.
 - Showing Courtesy to all.
 - Assuring equipment and facilities are safe.
 - Informing athletes of any inherent dangers involved in the sport.
 - Informing athletes about the dangers of drugs.

SPIRIT OF SPORT IS:

- Knowing and respecting the rules, written and non written of your sport.
- Respecting the decisions of officials (without putting their integrity in question)
- Treating officials with respect
- Assuring fun for the player (not overestimating the power of victory or defeat).
- Respecting athletes, other coaches, and participants of other teams.
- Respecting the performance of the opponent in defeat.
- Accepting victory without ridiculing the opponent.

INTEGRITY IS:

- Proving honesty towards all and encouraging your athletes to do the same.
- Honoring your promises (written and verbal)
- Refusing to win at all costs.

Unsportsmanlike conduct or violation of the [Code of Ethics](#) on the part of any team, team official or any individual player will be dealt with by the Commissioner. The offending person or persons may be subject to suspension. Each team shall be held responsible for the conduct of its players and its staff, whether individually or collectively. The Commissioner may, if he deems it beneficial to the AFL suspend any team personnel. All decisions of the **Commissioner** can be appealed to the **AFL Board**.

Coach Name _____

Team Name _____

Coach Signature _____

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Atlantic Football League

Player Code of Ethics

Ratified

As participant of sport, my behaviour has a major impact on my sport, my teammates, my opponents, my coaches, participants, and myself.

ALL ATLANTIC FOOTBALL LEAGUE PLAYERS ARE TO DEMONSTRATE GOOD PLAYER ETHICS THROUGH:

SPIRIT OF SPORT, RESPECT, DIGNITY, FUN AND HONOUR

SPIRIT OF SPORT IS:

- Respecting the rules of the game
- Accepting the referee’s decisions (without putting their integrity in question)
- Treating officials with respect
- Demonstrating team spirit
- Helping teammates in need.
- Accepting mistakes by teammates.
- Measuring myself against an equal opponent.
- Refusing to win at all costs

RESPECT IS:

- Considering an opponent as necessary to have to play the sport.
- Acting with courtesy to everyone.

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- Using appropriate language.
 - Being committed to the team.

DIGNITY IS:.

- Controlling your temper.
- Accepting victory without ridiculing the opponent.
- Accepting defeat if I am satisfied with the effort I put forth.
- Knowing and understanding the value of the opponent

FUN IS :

- Playing for fun
- Considering the victory and the defeat as a consequence of the fun of the game
- Considering personal conduct more important than obtaining a medal or trophy.

HONOUR IS :

- Representing your team and community
 - Channeling values of sport by proper behavior
 - Being an ambassador of the values of sport
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Unsportsmanlike conduct or violation of the [Code of Ethics](#) on the part of any team, team official or any individual player will be dealt with by a the Commissioner. The offending person or persons may be subject to suspension. Each team shall be held responsible for the conduct of its players and its staff, whether individually or collectively. The Commissioner may, if he deems it beneficial to the **AFL** suspend any team personnel. All decisions of the **Commissioner** can be appealed to the **League Board**.

Player Name _____

Team Name _____

Player Signature _____

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