



**A Guide to the  
Greater Toronto Hockey League  
Appeal Process**

**For Players, Parents, Volunteers, Administrators & Clubs**

As Of February 1, 2013  
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# Table of Contents

<b>A Guide to the GTHL Appeal Process.....</b>	<b>3</b>
Structure .....	3
<b>Frequently Asked Questions .....</b>	<b>4</b>
Who can appeal to the GTHL? .....	4
What decisions may be appealed to the GTHL? .....	4
What decisions may not be appealed to the GTHL? .....	4
How do I make an appeal application to the GTHL? .....	4
Submission of documentation to be considered by the Special Committee .....	4
When will my hearing take place? .....	4
How long will the process take?.....	4
What happens to my Application Fee if the Application does not qualify for a hearing? .....	5
What if my application involves an allegation of abuse or harassment?.....	5
Should I have my lawyer come with me to the Appeal Hearing?.....	5
Who sits on the Appeal Hearing Panel?.....	5
What can I expect will be the process for the Appeal Hearing? .....	5
When can I expect a decision?.....	6
If am not satisfied with the decision of the OHF what is my recourse?.....	6
<b>Appeal Application Form .....</b>	<b>7</b>

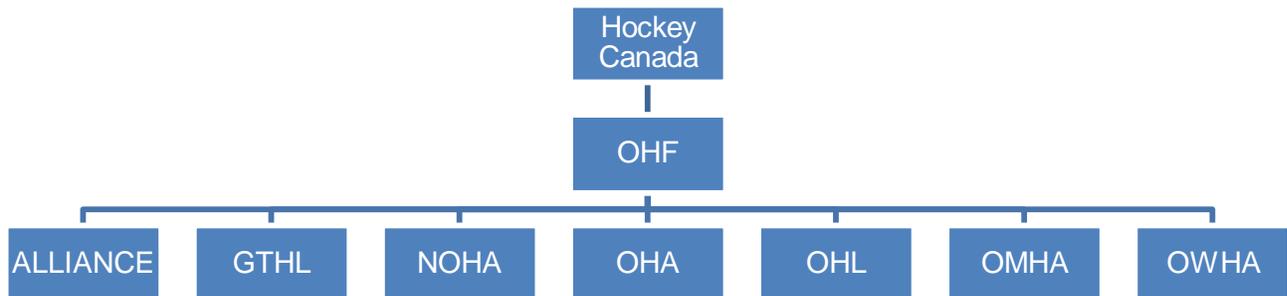
# A Guide to the GTHL Appeal Process

**For Players, Parents, Volunteers, Administrators & Clubs**

**The following is to be used as a reference guide only.  
Please refer to GTHL Regulations**

## **Structure**

The Greater Toronto Hockey League (GTHL) is the largest Minor Hockey League in the world and is a member Partner of the Ontario Hockey Federation (OHF), the largest Branch of Hockey Canada and one of three Branches operating within the Province of Ontario. The GTHL serves 51 competitive Clubs, 30 House League Organizations and 2 Divisions. The OHF serves seven (7) Member Partner organizations that operate Minor, Junior, Senior and Female programs within their own specified jurisdiction.



**If you have any question about this information or how to proceed with an appeal to the GTHL, please contact:**

## **Greater Toronto Hockey League**

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# Frequently Asked Questions

## Who can appeal to the GTHL?

Players, Parents, Clubs and On-Ice Officials may appeal to the League where regulations permit. Appeals are heard by a panel referred to as a Special Committee.

## What decisions may be appealed to the GTHL?

The following issues may be appealed to the GTHL from:

Generally speaking, any player or Team Official who feels aggrieved with regard to his/her status with a Team, a Club or the League may appeal to the GTHL (regulation 15.1).

Players or Team Officials may appeal if a Club fails to follow its published Dispute Resolution Policy and/or fails follow its published Club Policies. (regulation 5.14)

Clubs may appeal recommendations from the Team Allocation Group as to the Teams they have been allocated. (regulation 4.1)

Players and Clubs may appeal the rejection of a player's registration. (regulation 7.1)

Players and Clubs may appeal to have a player released from his second registration certificate and for consent to sign a third registration certificate in the same season (regulation 7.12)

Midget age players who have been released by a Junior team and wish to contest a Club that claims the rights to that player (regulation 7.25)

Suspensions that are imposed in excess of the GTHL minimum suspension list (regulation 14.8 (c))

Suspensions that are issued that result in more than a 2 game suspension and an appeal is submitted through the GTHL Video Review Policy.

## What decisions may not be appealed to the GTHL?

The following decisions may not be appealed unless the decision itself is contrary to Hockey Canada.

(a) Minimum suspensions from the GTHL Minimum Suspension List (regulation 14.8(c))

- (b) Suspensions that are identified as "Indefinite" in the GTHL minimum suspension list and are ruled upon by the League (regulation 14.8 (d))
- (c) Referee decisions in games based on questions of facts;

## How do I make an appeal application to the GTHL?

An appeal must be made in writing to the attention of the GTHL Executive Director. It must outline the grounds for which the appeal is being launched and must include all documentation which the applicant will like the GTHL Special Committee to consider. The Appeal Fee of \$250.00 for Appeals under GTHL Regulation 15.1, \$250.00 for Appeals under the GTHL Video Review Policy or \$70.00 for other appeals must be received with the Application Form.

## Submission of documentation to be consider by the Special Committee

All documentation and physical evidence that either the applicant or respondent would like considered by the Special Committee must be submitted at least 72 hours prior to the scheduled hearing time. All documentation is provided to both parties at least 48 hours prior to the scheduled hearing time.

## When will my hearing take place?

Once you have submitted your request for a hearing, the hearing fee and the supporting documentation, the League will schedule a hearing at the earliest possible opportunity that all parties involved are available to attend. Usually it is within 14-21 days. Hearings are usually scheduled on a week night but sometimes are scheduled during the day on Saturday or Sunday.

## How long will this whole process take?

There is no specific time line from in which your application has been submitted to the time a decision is rendered. After the hearing it may take 7-10 days for the hearing decision to be released but sometimes complex decisions may take longer before they are available.

**What happens to my Application Fee if the Application does not qualify for a hearing?**

If your application is an appeal under GTHL Regulation 15.1, and such appeal proceeds to a hearing, the hearing fee may be refunded if the Committee hearing the matter makes this determination.

If your application is under GTHL Regulation 15.2 your \$50.00 deposit will be refunded if your appeal is successful.

If your application is under the GTHL Video Review Policy, the \$250.00 deposit is refunded if the appeal is upheld.

**How will I be advised of a hearing?**

You will be advised of the date and time that your Hearing will be held in writing via e-mail. You are advised to show up to your Hearing early to avoid being late or missing your Hearing because of traffic or other delays.

**What if my application involves an allegation of abuse or harassment?**

Accusations of this nature are taken very serious given the potential ramifications to both the participant and the accused. The GTHL Speak Out Policy provides direction on how to file complaints of this nature. The GTHL will not proceed with a hearing in which allegations of abuse and/or harassment are the grounds for the request until the matter has been properly investigated by the GTHL Fact-Finder.

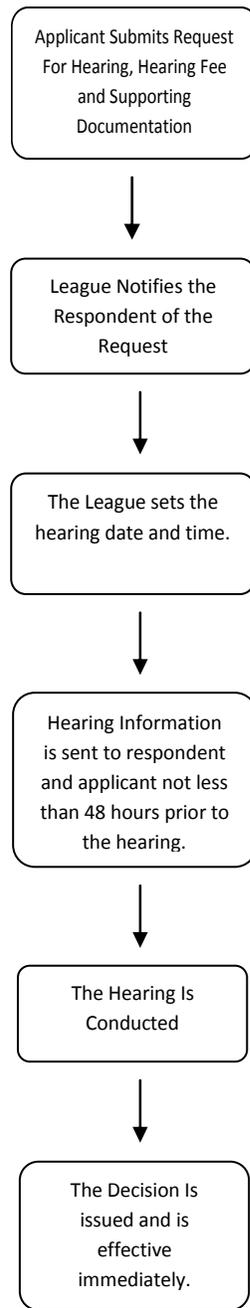
**Should I have my lawyer come with me to the Appeal Hearing?**

There is no requirement or recommendation to have another individual represent you. You are free to represent yourself or you are welcome to have an agent, paralegal or legal counsel act as your representative at the Hearing.

**Who sits on the Appeal Hearing Panel?**

The Special Committee that hears the matter is comprised of three members of the GTHL Board of Directors. The hearing is Chaired by either the GTHL President or one of the three Vice-Presidents. The two panel members are GTHL Directors.

**Appeal Application Flow Chart**



**What can I expect will be the process for the Appeal Hearing?**

The following process will be followed for each Hearing unless there are special circumstances to consider.

## **Part One: Introduction and Preliminary Business**

1. The Chair will introduce himself or herself to all parties and introduce the other members of the Special Committee.
2. Before the Hearing begins the Chair will conduct preliminary business to ensure that all parties are present, informed of the process, and have no objections to the Special Committee before them. In rare circumstances a hearing may start, or continue with only two panel members. In these instances, the Chair will seek objections from the Parties before continuing. If there are any objections to the composition or jurisdiction of the Special Committee, the Panel will hear any such objection and decide whether to proceed with the Hearing.

## **Part Two: Presenting and Responding to Evidence**

3. When the Hearing proceeds the Panel will hear witnesses and receive any other relevant evidence which you provided with your submission (either written or oral) and which you wish to present to the Panel. At the end of the evidence of each witness, the respondent(s) may ask questions through the Chair. At this point, the respondent(s) are not entitled to present any evidence as they will have an opportunity to present their evidence at a later time in the hearing. Also, if there is more than one (1) respondent, each will have the opportunity to ask questions through the Chair.
4. At the conclusion of the appellant(s) evidence, the respondent(s) may present any relevant evidence (oral or otherwise) which you previously gave to the GTHL (either written or oral) and which you wish to present to the panel. At the end of the evidence of each witness, the appellant(s) may ask questions through the Chair. If there is more than one appellant, each will have the opportunity to ask questions through the Chair.
5. At the conclusion of the respondent(s) evidence, each appellant may present relevant evidence (oral or otherwise, which was previously presented to the GTHL in reply to anything which was presented by a respondent(s), but which has not been

previously presented by an appellant, but no appellant can present any new evidence except for the purpose of reply. At the end of the evidence of each witness, the respondent(s) may ask questions through the Chair. Also, if there is more than one respondent, each will have the opportunity to ask questions through the Chair.

## **Part Three: Summary**

6. After the evidence has been heard and received, each party may give a brief summary of the evidence final arguments.

## **Part Four: Adjournment**

7. Following the presentation of evidence and summations by the appellant(s) and respondent(s), the hearing may then be adjourned and the Panel will retire to consider its decision. If the hearing is adjourned and the Panel retires to consider its decision, the notice of the Results of the Appeal will be communicated to each party by the League Office Staff.

## **Special Requests**

Please note that all requests must be made through the Chair.

## **When can I expect a decision?**

Depending on the scope of the situation, a decision can be expected anywhere from 2-7 days after the hearing has been completed. In some instances a decision may take longer if it involves complex issues.

## **If am not satisfied with the decision of the GTHL what is my recourse?**

A decision of the Special Committee shall be final and binding on all parties, subject only to such further rights of Appeal as may be available under the Articles, By-Laws, Rules, Regulations and/or Policies of the OHF. If you wish to pursue an appeal with OHF you must do so within 15 days of receiving the decision from the GTHL. The GTHL will provide the OHF Appeal Package along with the decision of the GTHL. For more information on OHF Appeal process please contact 226-533-9075.

# Greater Toronto Hockey League

## *APPEAL APPLICATION FORM*



This form shall be accompanied by the Appeal fee in the form of cash or cheque, made payable to the "Greater Toronto Hockey League" or by Visa or Mastercard payment.

**1** Name of person making application for appeal (APPELLANT):

First Name		Last Name	
Address		City	Postal Code
Home Phone	Home Fax	Work Phone	Work Fax
Email			

Pursuant to GTHL Regulation 15.1 you must indicate how you are aggrieved (reason why you are appealing). If additional space is required please provide it on a separate document.

Please be sure to include any and all documentation you intend to have considered by the Special Committee.

**Please note the Following:**

No appeal to the GTHL involving an allegation of harassment or abuse or bullying shall be heard by the Appeals Committee unless the applicant has first submitted a complaint under the GTHL Speak Out Policy and a determination as to the merit of the complaint has been finalized.

**For Office Use Only:**

Date Received	GTHL Staff Signature
Fee Received	Method of Payment <input type="checkbox"/> Cash <input type="checkbox"/> Cheque # _____

**Note to Applicants:**

Please ensure that you have completed this form in full. Incomplete applications may not be processed. If you have any questions, please contact the OHF Office.

The Greater Toronto Hockey League is committed to respecting and protecting the privacy of our Associations, individual members, their families and our employees. The personal information collected on this form and on any documents collected by the GTHL with respect to this Appeal and any related proceeding will be used for the sole purpose of administering this Appeal, any related proceedings, and the Rules, Regulations and By-laws of the GTHL. Any such documents containing personal information will, upon request, be returned to the party submitting them when no longer needed for those purposes.



403-777-3636

Calgary

613-562-5677

Ottawa



226-533-9070



416-636-6845