

CONSTITUTION



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INDEX

- BYLAW I
 - 1.1 INTERPRETATION

- BYLAW II
 - 2.1 OBJECT OF THE ASSOCIATION

- BYLAW III
 - 3.1 ELIGIBILITY
 - 3.2 REGULAR MEMBERS
 - 3.3 SUPERANNUATED MEMBERS
 - 3.4 HONORARY LIFE MEMBERS
 - 3.5 FIFTEEN (15) YEAR POLICE SERVICE MEMBERS
 - 3.6 ASSOCIATE MEMBERS
 - 3.7 HONORARY LIFE ASSOCIATE MEMBERS
 - 3.8 SPECIAL STATUS MEMBERS

- BYLAW IV
 - 4.1 RULES OF PLAY
 - 4.2 COMPETITION

- BYLAW V
 - 5.1 ELECTION OF OFFICERS and EXECUTIVE COMMITTEE
 - 5.2 DUTIES OF EXECUTIVE COMMITTEE MEMBERS

- BYLAW VI
 - 6.1 CONSTITUTIONAL CONSISTENCY
 - 6.2 FEES
 - 6.3 HONORARIUM AND SPECIAL TRAVEL ALLOWANCES
 - 6.4 AMENDMENT OF BY-LAWS
 - 6.5 FINANCIAL YEAR
 - 6.6 OBLIGATION OF MEMBERS
 - 6.7 ANNUAL MEETINGS

- BYLAW VII
 - 7.1 SPONSORSHIP

BYLAW I

1.1 INTERPRETATION

In this constitution, unless the context otherwise requires,

- (a) “Annual Meeting” means the annual meeting of the Executive Committee of the Association held at the site of the Championship.
- (b) “Association” means the Canadian Police Curling Association.
- (c) “Bylaws” mean Bylaws of the Association.
- (d) “Championship” means the annual Canadian Police Curling Championship.
- (e) “Executive Committee” means a national committee of Association members, consisting of, President, Vice President, Secretary/Treasurer, Immediate Past President, Co-ordinators, or their designate, for each of the Provincial/Territorial Associations and the Host Chair of the Championships for the current and following year.
- (f) “Host Chair” means the person responsible for the overall planning, organization and staging of a Championship.
- (g) “Immediate Past President” means the member having just finished serving as President.
- (h) “Member” means a member of the Association.
- (i) “Officer” means an Officer of the Executive Committee, consisting of the President, Vice President, and Secretary/Treasurer.
- (j) “Provincial/Territorial Association” shall mean:
 - (i) In the Province of BRITISH COLUMBIA, the British Columbia Police Curling Association.
 - (ii) In the Province of ALBERTA, the Alberta Police Curling Association.
 - (iii) In the Province of SASKATCHEWAN, the Saskatchewan Police Curling Association.
 - (iv) In the Province of MANITOBA, and that portion of the Province of Ontario defined as the Northwest region by the Ontario Provincial Police, the Manitoba Police Curling Association.

- (v) In the Province of ONTARIO, except the northwest region as defined by the Ontario Provincial Police, the Ontario Police Curling Association.
 - (vi) In the Province of QUEBEC, the Quebec Police Forces Curling Association.
 - (vii) In the Province of NEW BRUNSWICK, the New Brunswick Police Curling Association.
 - (viii) In the Province of NOVA SCOTIA, the Nova Scotia Police Curling Association.
 - (ix) In the Province of PRINCE EDWARD ISLAND, the Prince Edward Island Police Curling Association.
 - (x) In the Province of NEWFOUNDLAND and LABRADOR, the Newfoundland and Labrador Police Curling Association.
 - (xi) In the NORTHWEST TERRITORIES, the Northwest Territories Police Curling Association.
 - (xii) In the YUKON TERRITORY, the Yukon Police Curling Association.
- (k) “Provincial/Territorial Co-ordinator” means the member elected by the Provincial/Territorial Association to represent that Association on the Executive Committee. The Co-ordinator or designated replacement will be the voting delegate for the purposes of Bylaw 6.7(c)
 - (l) “President” means the President of the Association.”
 - (m) “Secretary/Treasurer” means the Secretary/Treasurer of the Association.
 - (n) “Sponsor” means the sponsor as approved by the Association.
 - (o) “Team Canada” means the reigning Canadian Championship Team
 - (p) “Team CPCA” means the replacement team for a Championship as designated by Bylaw 4.1(h)
 - (q) “Trophy” means the trophy accepted by the Association as emblematic of the Canadian Police Curling Championships.
 - (r) “Vice-President” means the Vice-President of the Association

BYLAW II

2.1 OBJECT OF THE ASSOCIATION

- (a) The object of the Association shall be to promote the game of Curling and to encourage fraternal relationships amongst Police Forces in Canada.

BYLAW III

3.1 ELIGIBILITY:

- (a) Membership in the Association shall consist of:

- (i) Regular Members
- (ii) Superannuated Members
- (iii) Honorary Life Members
- (iv) Fifteen (15) Years Police Service Members
- (v) Associated Members
- (vi) Honorary Life Associate Members
- (v) Special Status Members

- (b) Any questions that arise as to eligibility that are not covered in this bylaw shall be referred to the Officers, whose decision shall be final.

3.2 REGULAR MEMBERS:

- (a) Regular members are defined as members of Police Forces in Canada who;

- (i) Are sworn Peace Officers in and for their Province, Territory, County, City or Municipality of residence, and;
- (ii) Are engaged in general law enforcement as their full time occupation, and;
- (iii) Are members in good standing of the Provincial/Territorial Association in which they reside.

- (b) For the purpose of this By-Law "Police Force" shall be limited to:

- (i) Railway Police Forces
- (ii) Municipal Police Forces
- (iii) Provincial Police Forces
- (iv) Regular members of the Royal Canadian Mounted Police and those Special Constables who are sworn peace officers.
- (v) National Harbours Board Police
- (iv) Canadian Armed Forces Military Police

- (c) For the purpose of this By-Law the term “Police Force” shall expressly exclude:
- (i) Private and/or company protective agencies and/or police forces other than in Bylaw 3.2(b),
 - (ii) Custodial Officers and all other staff of Federal and Provincial penal Institutions,
 - (iii) Private Detective Agencies,
 - (iv) Persons employed by and serving as special investigators for a particular Federal or Provincial Government Department. Without restricting the generality of the foregoing, it shall include such agencies as the Consumer and Corporate Affairs Investigators, Provincial Game Wardens or Conservation Officers, Canada Post Office Investigators, Income Tax Investigators and Ministry of Transport Investigators.
- (d) Commencing 2014, the CPCA will accept the following criteria for eligibility:
- i) That any full time Peace Officer be permitted to participate in any CPCA sanctioned event, specifically Provincial and Canadian curling championships and be allowed to enter and compete using a team consisting solely of full time Peace Officers. This may include but is not restricted to;
 - (a) Canadian Border Services Agency
 - (b) Customs Officers
 - (c) Correctional Officers
 - (d) Conservation Officers
 - (e) Fisheries Officers
 - ii) Qualifying Peace Officers are to be determined by the National Executive on a case by case submission.
 - iii) Must be members in good standing within the Provincial or Territorial Association in which they reside.
 - iv) Retired Peace Officers with a minimum of 15 years of service in the employ of their agency.

3.3 SUPERANNUATED MEMBER:

- (a) Superannuated member is defined as a person superannuated after twenty years or more of service with a “Police Force” as defined in this Bylaw.

- (b) A superannuated member is restricted to curling in their Province of residence, except where an annual application for exemption is made to, and granted by the Officers.
- (c) An authorized exemption shall:
 - (i) Be restricted to the current Championship year,
 - (ii) Restrict the superannuated member to competing in only one Provincial/Territorial Championship, and,
 - (iii) Specify which Provincial/Territorial Championship the superannuated member will be authorized to compete.

3.4 HONORARY LIFE MEMBER:

- (a) Honorary Life Membership in the Association will be restricted to those members, who, by their sincere and abiding interest in the welfare of the Association are deemed worthy of such membership.
 - (i) Honorary Life Members will be elected at the annual meeting after being proposed by a Provincial or Territorial Association and screened by the Officers.
 - (ii) The Secretary-Treasurer must receive the name of the proposed Honorary Life Member, with a written citation, at least 30 days prior to the annual meeting.
 - (iii) Honorary Life Members have, without the payment of membership fees, dues or subscriptions, all the rights and privileges of Regular Members.

3.5 FIFTEEN (15) YEAR POLICE SERVICE MEMBER:

- (a) Fifteen (15) Years Police Service member is defined as a person who has served 15 years on a police force or forces as defined by this bylaw.

3.6 SPECIAL STATUS MEMBER:

- (a) A special status member is defined as a person who;
 - (i) Applies for, and receives a unanimous recommendation from their Provincial/Territorial Association where they reside, and,
 - (ii) Receives approval from the Executive Committee whose mandate it is to ensure, that the applicant, and the circumstances for special status, comply fully with the intent and purpose of these bylaws.

- (b) No approval will be granted until a full investigation by the Provincial/Territorial Executive Committee demonstrates that a special status should be granted for the following reasons:
 - (i) The applicant is unable to comply with Bylaw III for medical or similar reasons, or,
 - (ii) The applicant's membership would have a major impact in the overall operation of the Provincial/Territorial Association.
- (c) A person elected to special status, would be considered a regular member with all the rights and privileges of a regular member.

3.7 ASSOCIATE MEMBER:

- (a) Associate Membership is open to any person of good character during such period as they are not eligible for regular membership. Associate Members have all the rights and privileges of regular members except for voting, holding office, and curling in the Championship.

3.8 HONORARY LIFE ASSOCIATE MEMBER:

- (a) Honorary Life Associate Membership shall be restricted to those persons who by their sincere and abiding contribution to the welfare of the Association are deemed worthy of such membership.
- (b) Honorary Life Associate Members, without the payment of membership fees, dues or subscriptions, have all the rights and privileges of regular members, except for voting, holding office, and curling in the Championship.
- (c) Election of Honorary Life Associate Members will be made following the screening of nominees by the Officers.

(d) BYLAW IV

4.1 RULES OF PLAY:

- (a) Unless otherwise provided in these bylaws, rules of play will conform with the rules of play as set down by the Canadian Curling Association and as modified or applied by the affiliated provincial body of the Canadian Curling Association in whose jurisdiction the Championship is being played.

- (b) The Championship will be held annually at a site to be declared at the annual meeting held two years previous.
- (c) The dates of the Championship shall not conflict with the playing of the Canadian Curling Championships.
- (d) Teams which, by their respective Association, have been declared police curling champions of their Province or Territory, have the right to compete in the Championship.
- (e) Provincial/Territorial Associations must declare their representatives at least 30 days prior to the commencement of the Championship.
- (f) The number of teams participating in the Canadian Police Curling Championship shall be twelve (12). Representation shall be, a team from each of the ten (10) Provincial Associations, one (1) team as determined by the Territorial Associations and Team Canada.
- (g) Team Canada must make a declaration to the Officers by May 31, of their intent to compete in the Championship the following year.
- (h) In the event Team Canada is unable to attend, or a Provincial or Territorial Association defaults in sending a team, the Officers may approve one (1) replacement team to create an even number of teams for the Championship draw. The replacement team will be called Team CPCA. The priority for selecting Team CPCA shall be:
 - (i) The Host province of the upcoming Championship, where;
 - (1) The Host Province makes a declaration to the Officers by July 1, that a second team will be available to participate should a replacement team be required, and,
 - (2) The replacement team must have competed, as a team, in the Provincial Championship of the Host province.
 - (ii) A team from any Provincial or Territorial Association, where;
 - (1) A Province or Territory makes a declaration to the Officers by July 1, that a second team will be available to participate should a replacement team be required, and,
 - (2) The replacement team must have competed, as a team, in the respective Provincial or Territorial championship.
 - (3) The Officers shall select the replacement team from the declared Associations.
 - (iii) A replacement team as determined by the Officers.

- (i) The Association will provide team Canada and/or Team CPCA with on-ice jackets. The jackets shall remain the property of, and returned to, the Association after the Championship.
- (j) Team Canada and/or Team CPCA may supply on-ice jackets at their own expense. The jackets must be approved by the Officers for use in the Championship.
- (k) Team Canada and/or Team CPCA shall be responsible for all costs associated to their participation at the Championship
- (l) FILING PROVINCES WHERE NO IDENTIFIED CHAMPION:
Commencing 2014, and for a two year trial period the CPCA will accept the following criteria for eligibility:
 - a) In consideration that for the last several years there have been Provinces that have not identified a Provincial Champion, runner-up teams from other Provinces will be given the opportunity to represent a Province with no identified champion.
 - b) Should a Province or Territory have no identified champion.
 - i. The Provincial/Territorial Executives shall canvass those teams participating in their respective play downs to determine if any are interested in representing another Province at the Canadian Police Curling Championship.
 - ii. The runner up team at the Provincial level shall have the first opportunity to declare their interest in representing another Province at the Canadian Championships.
 - iii. The Provincial/Territorial Executive will determine an eligible team from their respective play down should the runner up team choose NOT to be considered to represent another Province.
 - iv. Provincial/Territorial Executives will forward the eligible teams to the Secretary/Treasurer of the Canadian Police Curling Association no later than seven days after their Provincial play down.
 - v. Provinces which have no identified champion will then be filled with these teams by means of a lottery. The lottery will be conducted by the CPCA Executive. A maximum of

12 teams will be permitted to compete at the Canadian Police Curling Championships.

- vi. This process will only take place when there is no identified champion for a Province and will not affect the Team CPCA or Team Canada designations.
- vii. The 500 dollar entry fee to compete at the Canadian Police Curling Championships shall be waived for those teams entering into this process.
- viii. All costs to attend the Canadian Police Curling Championships shall be the responsibility of the team, unless otherwise permitted in the Constitution.

4.2 COMPETITION

- (a) During the pre-competition practice, each team will be required to complete the skill based team rating competition as set out in the CCA “Special Rules.” The results of this competition will be used to determine last rock advantage in the first round robin game and, if required, to rank teams tied at the conclusion of round-robin play, where their round-robin records do not produce a ranking among them.
- (b) The competition format to determine the winner of the Championship shall be a complete round robin draw involving all of the teams eligible for the competition, followed by a four team Page System play-off as set down by the Canadian Curling Association.
- (c) All round robin games and tie breakers will be eight (8) ends in duration, but if tied at that point, shall continue for extra ends until a winner is declared. Playoff games will be ten (10) ends in duration.
- (d) Teams tied for a playoff position can only be eliminated by playing a tiebreaker game. Teams tied for a playoff position shall be ranked by:
 - (i) Win-loss record against each other in round robin play, then by
 - (ii) Skill based competition
- (e) Prior to the commencement of the Championship, in the event one or more members of a team representing a Provincial/Territorial Association is unable to compete because of illness or unavoidable absence; a substitution may be made by another member in good standing, of the same Provincial/Territorial Association. Approval for

such a substitution must be obtained from the Officers and Host Chair prior to the commencement of the Championship.

- (f) In the event that after the start of the competition, one or more players of a competing team are unable to continue play because of illness or extenuating circumstance, that is deemed reasonable by the Officers, then a substitute may be used. The substitute must be a member in good standing of the Association and can play at any position.
- (g) During Round Robin play, skips facing what they consider an insurmountable lead, may concede victory to the opposing skip in compliance with the rules of the Canadian Curling Association. Minimum duration of a Play-off game will be determined and communicated to competing skips by the Chief Umpire at the Skip Meeting, prior to the commencement of the Championship.
- (h) The use of a curling aid, commonly referred to as a delivery stick, which enables the player to deliver a stone without placing a hand on the rock handle, is considered acceptable.
 - (i) Any representative of a Provincial/Territorial championship team, who elects to exercise this provision, shall ensure notification is given to their Provincial/Territorial Coordinator. The Coordinator shall in turn inform the identity of any such player to the Host Chair as part of their declaration of eligibility to the Championship.
 - (ii) If a player starts the game with a delivery stick then that player shall use a delivery stick throughout the game, and if a player starts the game without a delivery stick then that player shall not use a delivery stick in that game.
 - (iii) If any exceptions to the proceeding rules are necessary to accommodate a player with a physical disability then appropriate adjustments shall be considered by the Officers.
 - (iv) Shall any situation occur that is not covered in this bylaw, then the final decision shall be made in accordance with equity, by the Officers.
- i) If there are insufficient curlers within an Association to form a team for the current Championship, then the available curlers, to a maximum of three, shall be permitted to compete in the playdowns of the nearest Association. Any member wishing to compete in another Association must first have the approval of their Association, and/or the Officers of the CPCA.

BYLAW V

5.1 ELECTION OF OFFICERS and COORDINATORS:

- (a) The election of Officers will take place at the annual meeting of the Executive Committee.
- (b) The President shall be elected for a two-year term of office. The election and term of office shall commence in odd numbered years.
- (c) The President shall not be elected for more than two consecutive terms.
- (d) The Vice-President shall be elected for a two-year term of office. The election and term of office shall commence in odd numbered years.
- (e) The Secretary/Treasurer shall be elected for a two-year term of office. The election and term of office shall commence in even numbered years.
- (f) The Provincial/Territorial Co-ordinator shall be elected for a two-year term of office by members of their Provincial/Territorial Association and may be re-elected for any number of terms.

5.2 DUTIES OF EXECUTIVE COMMITTEE MEMBERS:

- (b) The President shall,
 - (i) Preside at all meetings of the Executive Committee,
 - (ii) Sign the minutes of such meetings (after they have been confirmed and adopted), countersign cheques, and sign any official documents,
 - (iii) Have the deciding vote in case of a tie, otherwise abstain from voting.
 - (iv) Shall appoint a chair person for the nominating committee should there not be an Immediate Past President in Office in compliance with Bylaw 5.2(e)
 - (v) The President is empowered to appoint committees and shall be an ex-officio member of all such committees.

- (b) The Vice-President shall,
 - (i) Attend at all meetings of the Executive Committee, and,
 - (ii) In the absence of the President, assume the full responsibilities and duties of the President.

- (c) The Secretary/Treasurer shall, subject to the direction of the Executive Committee,
 - (i) Attend at all meetings of the Executive Committee,
 - (ii) Have the supervision of the financial affairs of the Association,
 - (iii) Conduct the correspondence, countersign cheques, collect dues and keep a correct account of receipts and expenditures of the Association,
 - (iv) Keep a record of meetings of the Executive Committee and such other duties as may be designated from time to time by the Executive Committee, and,
 - (v) Submit an audited financial statement to the Executive Committee at the annual meeting.

- (d) The Host Chair for the year following the current Championship,
 - (i) Will be responsible for the overall planning, organization and staging of the Championship,
 - (ii) Shall seek the assistance of the Officers and current Host Chair as necessary.

- (e) The Immediate Past President shall:
 - (i) Assist the new President taking office,
 - (ii) Chair the nominating committee for one year,
 - (iii) Have a one year term in office,
 - (iv) Relinquish duties to the Officers after completing one term in office.

- (f) The Provincial/Territorial Co-ordinator shall,
 - (i) Subject to the direction of the Provincial/Territorial Association, attend at, and vote on the issues properly brought before the Executive Committee at the annual meeting.
 - (ii) Properly instruct a selected replacement on the issues to be decided at the annual meeting should the Co-ordinator not be able to attend.
 - (iii) Receive and properly distribute within their Association, all relevant correspondence, to all police forces, as defined in Bylaw 3.2(b), and where applicable, the membership mentioned in Bylaws 3.3 to 3.8 inclusive.
 - (iv) Act as a liaison between the Provincial/Territorial Association and the National Executive Committee, and to ensure that a continuous exchange of information is maintained.
 - (v) Actively promote police curling within the Association and maintain good communications and liaison with Association sponsors.
 - (vi) Submit a written report on their Association to the Secretary Treasurer at the annual meeting.

- (vii) Forward verification documents to certify the eligibility of players to represent their Association at the Championship. The documents must be forwarded to the Secretary/Treasurer as soon as their representatives are declared.
- (g) The Nominating Committee shall consist of the Immediate Past President and two members of the Executive Committee.
 - (i) In the absence of an Immediate Past President, the President shall appoint a replacement person, in compliance with Bylaw 5.2(a)(iv), to chair the nominating committee. The appointee shall be a senior member of the Executive Committee who is not in conflict with a position open for election.
 - (ii) The Nominating Committee shall file notice of nominations for Officer positions with the Secretary Treasurer by November 30.
 - (iii) The Secretary Treasurer shall circulate such nominations to all Provincial/Territorial Co-ordinators forthwith.
 - (iv) Any member may then make further nominations for Officer position(s) concerned.
 - (v) These nominations must reach the Secretary/Treasurer by January 31st.

BYLAW VI

6.1 CONSTITUTIONAL CONSISTENCY:

- (a) The Constitutions of Provincial/Territorial Associations must be prepared so that there is no conflict with this Constitution.

6.2 FEES:

- (a) Each member shall pay annual dues of such sum as is determined from time to time by the Executive Committee at an annual meeting. It shall be the responsibility of the executive of each Provincial/Territorial Association to collect annual dues payable to this Association, and forward such dues to the Secretary/Treasurer prior to the annual meeting.
- (b) The Executive Committee may suspend any member who is in default of annual dues.

- (c) During suspension, no member is eligible to compete in any curling competition held under the auspices of the Association.

6.3 HONORARIUM AND SPECIAL TRAVEL ALLOWANCES:

- (a) The Secretary/Treasurer shall be granted a yearly honorarium by the Association in the amount of two hundred and fifty (\$250) dollars as a token of appreciation for services rendered.
- (b) The Webmaster shall be granted a yearly honorarium by the Association in the amount of two hundred and fifty (\$250) dollars as a token of appreciation for services rendered.
- (c) The Association will pay transportation costs to the site of the Championship for the President, Past President, Vice President and Secretary/Treasurer. Accommodations shall be the responsibility of the Host Committee.
- (d) The Association will reimburse incidental expenses, to the President, Past President, Vice President and Secretary/Treasurer for expenses incurred on behalf of the Association. Receipts will be required for reimbursement.
- (e) The Association will pay transportation and a maximum of three nights' accommodation costs, for the Host Chair or other designate of the Provincial/Territorial Association hosting the next year's Championship.
- (f) The Association will pay transportation costs to the site of the Championship for a Webmaster. Accommodations shall be the responsibility of the Host Committee.
 - i. In the event the Webmaster attends the Championship as a player, it will then become the responsibility of the Executive Committee to approve an alternate Webmaster. The Association will then pay transportation costs for the alternate Webmaster to attend. Accommodations shall remain the responsibility of the Host Committee.

6.4 AMENDMENT OF BYLAWS:

- (b) The Executive Committee may pass bylaws not contrary to law, to regulate the conduct and affairs of the Association, and may, repeal, amend or re-enact any bylaw or any part of any bylaw.
- (c) Notice in writing of any proposed bylaw, or amendment to any bylaw, shall be given to the Secretary/Treasurer at least six weeks before the date of the annual meeting at which the proposal is to be considered.
- (d) The Secretary/Treasurer shall submit copies of all proposed bylaw amendments to the Co-ordinators of the Provincial/Territorial Associations, at least thirty days before the date of the annual meeting.

6.5 FINANCIAL YEAR:

- (a) The financial year of the Association shall be the year, or portion of a year that falls between the dates of the annual Executive Committee meetings.

6.6 OBLIGATION OF MEMBERS:

- (a) Membership in the Association obligates each member to comply with and be bound by all rules and decisions of the Association and the Executive Committee, so long as such rules and decisions are not contrary to law.

6.7 ANNUAL MEETINGS:

- (a) The annual Executive Committee meeting shall be held at the site of the Championship, to elect Officers, receive committee reports, and transact business that may properly be brought before the Executive Committee.
- (b) A meeting of the Executive Committee members present at the Championship, may be held prior to the Annual Meeting to discuss agenda items and any other pertinent matter that may arise for discussion at the Annual Meeting.
- (c) Only members of the Executive Committee, as defined in Bylaw 1.1(e), are permitted to vote, except in accordance with Bylaws 5.2(a)(iii) and 5.2(e).

- (d) A Provincial/Territorial Association shall advise the Secretary/Treasurer of the name and address of their delegate to attend the annual Executive Committee meeting prior to the commencement of the Championship.
- (e) A quorum for the annual meeting is a majority of the eligible voting members.
- (f) At annual meetings, only members of the Executive Committee are allowed to speak or present motions. Exceptions to this rule may be made with permission of the Chair.
- (g) At annual meetings, "Robert's Rule of Order" shall govern.
- (h) At annual meetings, motions and notices of motions shall be in writing and shall be read from the Chair before discussion thereof.
- (i) A motion shall be considered carried when it receives the support of 51% of the voting members.
- (j) The following order of business shall be observed at annual meetings:
 - (i) Authentication of voting delegates.
 - (ii) Reading and approval of minutes from the last annual meeting.
 - (iii) Business arising.
 - (iv) Treasurer's Report.
 - (v) Correspondence.
 - (vi) Committee Reports.
 - (vii) Locale of the Championship to be held two years hence.
 - (viii) Election of Officers.
 - (ix) Appointment of Honorary Life Members.
 - (x) New business and such other business as may properly be brought before the meeting.
 - (xi) Date and location of next meeting.
 - (xii) adjournment.

BYLAW VII

7.1 SPONSORSHIP:

- (a) The Sponsor shall be requested to provide a perpetual trophy, for annual competition, to be presented to the team finishing first in the Championship. The team finishing first shall be entitled to retain possession of the trophy until one month before the next Championship is to commence.

- (b) Additionally, the Sponsor shall be requested to provide a suitable perpetual trophy to each of the eleven Provincial/Territorial Associations, which is to be competed for annually.
- (c) The Sponsor shall be requested to accept financial responsibility for various things incidental to the good management of a national curling championship.

This is to certify that this Constitution of the Canadian Police Curling Association was amended at the Annual Executive Committee Meeting of the Association held in Winnipeg, Manitoba, on the 20th day of March, 2014

John Elliott
President

Steve Meunier
Secretary-Treasurer