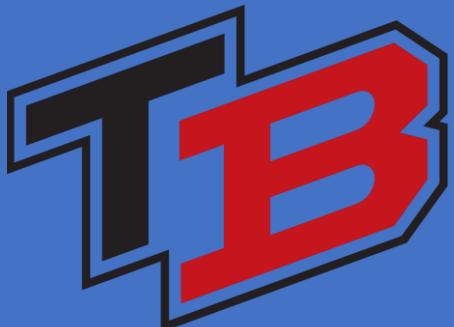




# 2026 MANUAL OF OPERATIONS

Constitution, Rules of Play and Policies & Procedures



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## Code of Conduct

Tottenham-Beeton District Minor Softball Association (“TBDMSA”) has developed the following guidelines, based on the values of fair play, to promote (a moral and) ethical behaviour (code) amongst its Participants and Volunteers.

Participants and Volunteers must read and understand the following policies regarding their behaviour on and around the playing fields.

1. The safety of the Participants in the game is more important than the final score.
2. I understand that TBDMSA respects other people's rights and that I am expected to do the same.
3. I will be supportive and will not let my expectations become a burden to the Players, Participants and Parents involved with our organization.
4. I will teach Players that doing one's best is as important as winning, so that Players will never feel defeated by the outcome of a game/event.
5. I will make my team feel like a winner every time by offering praise for competing fairly and trying hard.
6. I will remember that children learn best by example. I will applaud good plays/performances by both my team as well as their opponents.
7. I will never ridicule or yell at any player for making a mistake or losing a competition.
8. I value the opinion of the Parents/Guardians in developing the children's talents; even though I may not always agree with their opinion I will not interfere in a public manner. Any disagreements will be put forth in a personal and professional manner.
9. I understand that children learn from adults, and my behaviour reflects what I want children to learn.
10. I understand that Officials do not make the softball rules, they only apply them. I understand that Officials are responsible to ensure that the game is played in a safe and fair manner for all participants. The Officials who contribute their time for little reward which enables the Players in the League to play an organized sport will be treated with respect and encouragement at all times.
11. I will never ridicule or harass Officials.
12. I understand that Players, Parents and Officials are learning the game, and mistakes will be made in the learning process.
13. I understand that entering the field of play during a game to dispute a call by an Official will result in immediate ejection from the park where the game is being played.
14. I will encourage the Players to play by the rules and to resolve conflicts without resorting to hostility.
15. I may not cheer for the opposition team, but I will also not cheer against them or verbally abuse them.
16. I will support all efforts to remove verbal and physical abuse from children's sports activities, both on and off the playing field including via social media and other internet media by committing to the following:
  - a. I will not bully, intimidate, or harass any player, coach, official or member of TBDMSA either in person or via social media or other internet applications.
  - b. I will not post any photographs, videos or make comments that may be hurtful, untrue and upsetting or may be used by other people in a way I did not intend or want.

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- c. I will not post content that is hateful, threatening, or pornographic, incites violence, or contains nudity or graphic or gratuitous violence.
- 17. With regards to reference of social media and/or other internet applications, I understand this includes but is not limited to personal blogs, Twitter, Facebook, My Space, Bebo, You Tube, personal websites, email, and text messaging.
- 18. I will not write any derogatory or offensive comments in relation to Tottenham Beeton District Minor Softball Association or any other affiliated minor softball league via print media, social media, and/or other internet applications.
- 19. I will not post comments criticizing or verbally abusing Players, coaches, Officials or members of TBDMSA or any other minor softball league in print media, on social media, and/or other internet applications.

I have read and understand and accept the “Code of Conduct.” I understand that violation of any one of these policies will result in me being required to appear before the TBDMSA Board of Directors as per TBDMSA’s Disciplinary, Grievance and Complaints Procedures and could result in the removal of me as a coach, player from a game, or the removal of me from my role as a coach, player and/or executive member for a specified period of time or as a coach, player and/or member from TBDMSA entirely.

## Executive

**President**

Kevin Boston

[admin@tbdmsa.ca](mailto:admin@tbdmsa.ca)

**Vice-President**

Michel Mann

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**Treasurer**

Peter Browne

[treasurer@tbdmsa.ca](mailto:treasurer@tbdmsa.ca)

**Secretary**

Stephanie Fierro

**Directors**

Jamie Schell

Lisa Williams

Jenn LeClerc

**Registration Coordinator**

Erin Forrester

[registrar@tbdmsa.ca](mailto:registrar@tbdmsa.ca)

**Scheduler**

Peter Browne

**Sponsorship Coordinator**

Vacant

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**Equipment Manager**

Cory Simms

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**Convenor – U3 “Blastball” / U5**

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**Convenor - U7**

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**Convenor - U14 / U19**

Jenn LeClerc

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**Convenor - U10**

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**Jr Umpire Supervisor - U7 / U10**

Lisa Williams

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**Sr Umpire Supervisor - U14 / U19**

Jason Shand

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## Mission and Vision

Tottenham-Beeton District Minor Softball Association (TBDMSA) has been providing sports to the youth of Tottenham, Beeton and surrounding area for over 50 years. We pride ourselves on creating an environment where children can learn positive life skills such as fair play, teamwork and sportsmanship.

## Constitution and By-Laws

### By-Law Number 1

A by-law relating generally to the conduct of the affairs of TOTTENHAM – BEETON DISTRICT MINOR SOFTBALL ASSOC.

#### Name

The name of the organization shall be “Tottenham – Beeton District Minor Softball Assoc.” The organization may also be referred to as “TBDMSA” in some documents provided the document has at least one reference to the name “Tottenham – Beeton District Minor Softball”.

#### Purpose

Tottenham – Beeton District Minor Softball is accepted by the Corporation of The Town of New Tecumseth as an organization providing young people, with an enjoyable form of recreation as well as instruct them in the game of softball (fast pitch and tee ball) and instill a sense of fair play and good sportsmanship.

All members, involved in the operation of Tottenham -Beeton District Minor Softball, participate, without exception, on a purely volunteer basis without remuneration, or consideration, of any sort.

All moneys, including registration fees; sponsorship fees; interest; donations of any kind, will be used solely to promote the objectives of Tottenham – Beeton District Minor Softball.

#### Corporate Seal

1) The seal, an impression whereof is stamped in the margin hereof, shall be the seal of Tottenham – Beeton District Minor Softball Assoc.

#### Conditions Of Membership

2) Membership in the corporation shall be to persons over the age of eighteen (18) interested in furthering the objects of the corporation.  
3) Membership fees shall be as determined by the Board of Directors ('Board').  
4) Membership fees shall be deemed to be paid if the member has paid a Registration Fee.  
5) Any member may withdraw from the corporation by delivering to the corporation a written resignation and lodging a copy of the same with the Secretary of the corporation.

#### Head Office

6) The Head Office of the corporation shall be located in the Town of New Tecumseth, in the County of Simcoe, in the Province of Ontario.

#### Board Of Directors

7) The property and business of the corporation shall be managed by a board of at least three (3) Directors of whom majority number shall constitute a quorum.

- 8) The applicants for incorporation shall become the first Directors of the corporation and shall hold office until their successors are elected or appointed under paragraphs 9 or 10 hereof.
- 9) Successors to the first Directors shall be elected by the members at the first meeting of members. Thereafter Directors shall be elected annually at the annual meeting of members.
- 10) The Office of Director will be automatically vacated if:
  - a. the Director ceases to be a member of the corporation as under paragraph 2;
  - b. the Director becomes an undischarged bankrupt or mentally incompetent person;
  - c. the Director is not at least eighteen (18) years of age;
  - d. at a special general meeting of members, a resolution is passed by a three quarters (3/4) majority of the members present at the meeting that the Director be removed from office;
  - e. the Director dies. A Director may resign his/her position before the end of its term by delivering a written resignation to the Secretary of the corporation. If any vacancy occurs for any reason, the Board of Directors may, by majority vote, appoint a new Director from the existing membership.
- 11) Meetings of the Board of Directors may be held at any time and place to be determined by the Directors provided that seven (7) days notice of such meeting shall be given to each Director, provided there shall be at least one (1) meeting per year of the Board of Directors. No error or omission in giving notice of any meeting of the Board of Directors or any adjourned meeting of the Board of Directors of the corporation shall invalidate such meeting or make void any proceedings taken thereat and any Director may at any time waive notice of any such meeting and may ratify, approve and confirm any or all proceedings taken thereat. Only elected Board Members or members appointed by the Board of Directors are authorized to exercise one (1) vote, with the exception of the President. The President will only vote in the case of a tie and will be the final deciding vote.
- 12) Directors, as such, shall not receive any remuneration for their services. In addition, a Director may be paid reasonable expenses incurred by him/her in the performance of his/her duties. Nothing herein contained shall be construed to preclude any Director from serving the corporation as an officer or in any other capacity and receiving compensation therefor.
- 13) A retiring Director shall remain in office until the dissolution or adjournment of the meeting at which his/her retirement is accepted and his/her successor is elected. A Director shall hold office until the next annual meeting of members following his/her election or appointment.
- 14) The Board of Directors may appoint such agents and engage such employees as it shall deem necessary from time to time and such persons shall have such authority and shall perform such duties as shall be prescribed by the Board of Directors at the time of such appointment.
- 15) The remuneration of all employees shall be fixed by the Board of Directors by resolution. Such resolution shall have force and effect only until the next meeting of members when such resolution shall be confirmed by resolution of the members, or in the absence of such confirmation by the members, then the remuneration to such employees shall cease to be payable from the date of such meeting of members.

#### Indemnities To Directors And Others

- 16) Every Director or Officer of the corporation or other person who has undertaken or is about to undertake any liability on behalf of the corporation or any company controlled by it and their heirs, executors and administrators, and estate and effects, respectively, shall from time to time

and at all times, be indemnified and saved harmless out of the funds of the corporation, from and against;

- a. all costs, charges and expenses whatsoever which such Director, officer or other person sustains or incurs in or about any action, suit or proceedings which is brought, commenced or prosecuted against him/her, or in respect of any act, deed, matter or thing whatsoever, made, done or permitted by him/her, in or about the execution of the duties of his/her office or in respect of any such liability;
- b. all other costs, charges and expenses which he/she sustains or incurs in or about or in relation to the affairs thereof, except such costs, charges or expenses as are occasioned by his/her own wilful neglect or default.

#### Powers Of Directors

- 17) The Directors of the corporation may administer the affairs of the corporation in all things and make or cause to be made for the corporation, in its name, any kind of contract which the corporation may lawfully enter into and, save as hereinafter provided, generally, may exercise all such other powers and do all such other acts and things as the corporation is by its articles or otherwise authorized to exercise and do. The Directors may by resolution delegate to the Officers of the corporation such of their powers as may be lawfully delegated and as may be specified in the resolution or resolutions.
- 18) The Directors shall have power to authorize expenditures on behalf of the corporation from time to time and may delegate by resolution to an Officer or Officers or other employee or agent of the corporation the right to make such expenditures including the right to employ and pay salaries to employees. The Directors shall have the power to make expenditures for the purpose of furthering the objects of the corporation.
- 19) The Board of Directors shall take such steps as they may deem requisite to enable the corporation to acquire, accept, solicit or receive legacies, gifts, grants, settlements, bequests, endowments and donations of any kind whatsoever for the purpose of furthering the objects of the corporation.

#### Officers

- 20) Officers of the corporation shall be appointed by resolution of the Board of Directors at the first meeting of the Board of Directors following each annual meeting of the members.
- 21) The Officers of the corporation shall be a President, Vice-President, Secretary, Treasurer, Convenors of each division as determined at the annual general meeting. Any two (2) offices may be held by the same person.
- 22) The Officers of the corporation shall hold office for one (1) year from the date of appointment or election or until their successors are elected or appointed in their stead.

#### Duties Of Officers

- 23) The President shall be a Director of the corporation, but no other Officer need be a Director of the corporation. Any Officer may also be removed by a resolution of the Board of Directors.
- 24) The President shall be the Chief Executive Officer of the corporation. He/she shall preside at all meetings of the corporation and of the Board of Directors. He/she shall have the general and active management of the affairs of the corporation. He/she shall see that all orders and resolutions of the Board of Directors are carried into effect.

- 25) The Vice-President shall, in the absence or disability of the President, perform the duties and exercise the powers of the President and shall perform such other duties as shall from time to time be imposed upon him/her by the Board of Directors.
- 26) The Treasurer shall have the custody of the funds and securities of the corporation and shall keep full and accurate accounts of all assets, liabilities, receipts and disbursements of the corporation in the books belonging to the corporation and shall deposit all monies, securities and other valuable effects in the name and to the credit of the corporation in such chartered bank or trust company, or, in the case of securities, in such registered dealer in securities as may be designated by the Board of Directors from time to time. He/she shall disburse the funds of the corporation as may be directed by proper authority taking proper vouchers for such disbursements, and shall render to the President and Directors at the regular meeting of the Board of Directors, or whenever they may require it, and accounting of all the transactions and a statement of the financial position, of the corporation. He/she shall also perform such other duties as may from time to time be directed by the Board of Directors.
- 27) The Secretary shall attend all meetings of the corporation and of the Board of Directors and act as clerk thereof and record all votes and minutes of all proceedings in the books to be kept for that purpose. He/she shall give or cause to be given notice of all meetings of the members and of the Board of Directors, and shall perform such other duties as may be prescribed by the Board of Directors or President, under whose supervision he/she shall be. He/she shall be custodian of the seal of the corporation, which he/she shall deliver only when authorized by a resolution of the Board of Directors to do so and to such person or persons as may be named in the resolution.
- 28) The duties of all other Officers of the corporation shall be such as the terms of their engagement call for or the Board of Directors requires them.

#### Execution Of Documents

- 30) Contracts, documents or any instruments in writing requiring the signature of the corporation, shall be signed by any two Directors or Director/Treasurer and all contracts, documents and instruments in writing so signed shall be binding upon the corporation without any further authorization or formality. The Directors shall have power from time to time by resolution to appoint an Officer or Officers or other person or persons on behalf of the corporation to sign specific contracts, documents and instruments in writing.

#### Meetings Of Members

- 31) The annual or any other general meeting of the members shall be held at the head office of the corporation or at any place as the Board of directors may determine and on such day as the said Directors shall appoint. At every annual meeting, in addition to any other business that may be transacted, the financial statement prepared by Treasurer shall be presented and a Board of Directors elected. The members may consider and transact any business either special or general at any meeting of the members. The Board of Directors shall have power to call, at any time, a general meeting of the members of the corporation.
- 32) At least seven (7) days' prior notice shall be given of any annual or special general meeting of members. Members present in person at a meeting shall constitute a quorum. Each member present at a meeting shall have the right to exercise one vote, except for the President as per the Board of Directors By-Law 11. Notice of a meeting may be by mail, newspaper, email, fax or telephone.

30) No error or omission in giving notice of any annual or general meeting or any adjourned meeting, whether annual or general, of the members of the corporation shall invalidate such meeting or make void any proceedings taken thereat and any member may at any time waive notice of any such meeting and may ratify, approve and confirm any or all proceedings taken or had thereat. For purpose of sending notice to any member, Director or Officer for any meeting or otherwise, the address of the member, Director or Officer shall be his/her last address recorded on the books of the corporation.

#### Voting Of Members

31) At all meetings of members of the corporation every question shall be determined by a majority of votes unless otherwise specifically provided by statute, by these by-laws or by unanimous agreement among the members.

- Any and all committee Proposal/s shall be determined by a majority of votes unless otherwise specifically provided by statute, by these by-laws or by unanimous agreement among the members.

#### Financial Year

32) Unless otherwise ordered by the Board of Directors, the fiscal year-end of the corporation shall be December 31.

#### Committees

33) The Board of Directors may appoint committees whose members will hold their offices at the will of the Board of Directors. Any member may serve on a committee and must declare any conflict/s of interest while serving on said committee. In the event of a conflict of interest the member agrees to recuse themselves to maintain the integrity and subsequent decision made by the Board of Directors.

#### Amendment Of By-Laws

34) The by-laws of the corporation may be repealed or amended by by-laws enacted by a majority of the Directors at a meeting of the Board of Directors. Any by-law amendment by the Board of directors is effective when passed. Every such by-law, repeal or amendment, unless in the meantime confirmed at a general meeting by a majority of members present, has effect only until the next annual meeting of the members and unless confirmed thereat by a majority of members present, ceases to have effect. In that case, no new by-law of the same or like substance has any effect until confirmed at a general meeting.

#### Books And Records

35) The Directors shall see that all necessary books and records of the corporation required by the by-laws of the corporation or by any applicable statute or law are regularly and properly kept.

#### Rules And Regulations

36) The Board of Directors may prescribe such rules and regulations not inconsistent with these by-laws relating to the management and operation of the corporation as they deem expedient, provided that such rules and regulations shall have force and effect only until the next annual meeting of the members of the corporation when they shall be confirmed, and failing such

confirmation at such annual meeting of members shall at and from that time cease to have any force and effect.

#### Safety

37) All rules pertaining to safety, as defined in the Softball Canada Official Guide and Rule Book, will be adhered to. Tottenham – Beeton District Minor Softball Assoc. may add rules regarding safety provided they do not override or undermine existing Softball Canada rules.

#### Registrant Eligibility

38) Within the constraints of the jurisdiction of Tottenham – Beeton District Minor Softball Assoc. and available teams and diamond time:

- All young people between the ages of three (3) years and eighteen (18) years are eligible to register with Tottenham – Beeton District Minor Softball Assoc.
- No youth shall be made ineligible on the basis of race, sex, creed colour, or financial situation. Ineligibility may occur if the registrant is under suspension from previous years.

#### Suspensions

39)

- If a person, directly or indirectly connected with a Tottenham – Beeton District Minor Softball Assoc. sanctioned team, be it a player, coach, assistant coach or any other, is deemed with due process to be exhibiting behavior contrary to the policies of Tottenham – Beeton District Minor Softball Assoc.: Said person may be suspended from play subject to a review by the officers of Tottenham – Beeton District Minor Softball Assoc. Should it be deemed that the behavior could have or in fact did cause injury then the suspension will most likely be for the remainder of the current season including any tournament play
- If the suspended person is a TBDMSA registrant, under the age of eighteen, a letter will be forwarded to the parent/guardian stating the cause and effect of the suspension.
- Suspension does not entitle the registrant or member to any refund of fees.
- A suspension may be appealed by the registrant or a parent or guardian in writing to the secretary of TBDMSA:
  - An open hearing will be arranged at the earliest possible time by the officers of Tottenham – Beeton District Minor Softball Assoc.
  - The suspension will remain in force pending the appeal.
  - The final decision rests with the Officers of Tottenham – Beeton District Minor Softball Assoc.

#### Equipment

40) All equipment supplied by TBDMSA shall remain the property of TBDMSA.

41) Equipment shall be returned promptly to the organization when requested by the Officers or the Equipment Manager.

42) Disposal of any and all Tottenham – Beeton District Minor Softball Assoc. equipment may be made only with the approval of the Officers.

43) Abuse of TBDMSA equipment, other than normal wear and tear, will incur a liability on the part of the user to repair or replace said equipment.

44) Full ban of high-power bats.

45) All equipment used must be both CSA and “Thumb printed” as well as approved by TBDMSA.

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Registrations

- 46) Online Registration opens February 1st and closes April 15th.
- 47) No registrant will be placed on a team until their registration is complete and fully paid.

Refunds

- 48) Refunds may be issued due to injury at the Board's discretion minus administration fees.
- 49) Refunds will be given up to the time that the registrant has been placed on a team list and has been so informed minus administration fees.

Interpretation

- 50) In these by-laws of the corporation hereafter passed, unless the context otherwise requires, words importing the singular number or the masculine gender shall include the plural number or the feminine gender, as the case may be, and vice versa, and references to persons shall include firms and corporations.

**Updated: January 2025**

## Rules of Play

Except for the below rules all other rules are as per the Softball Canada Rule Book.

U3 / Blastball Guidelines are not included in this document. Please refer to the Blastball Manual located on the TBDMSA website.

### Section 1: Pre/Post-Game Responsibilities

1. The home team is responsible for setting up the diamond which includes installing the pitching rubber (U7 and above) and the bases. Failure to comply by 15 minutes after the designated start time will result in a home team forfeit.
2. U5 Field Boundaries shall consist of an imaginary line drawn from the wings of the backstop parallel to the baselines.
3. Ground rules, including the out of bounds lines are to be established prior to the start of the game between Umpires and Coaches.
4. Ball Specifications
  - a. U5 – 9" soft
  - b. U7 – 11" soft
  - c. U10 – 11"
  - d. U14 – 12"
  - e. U19 - 12"
5. Pitching Distances
  - a. U7 – 25'
  - b. U10 – 30'
  - c. U14 – 38'
  - d. U19- 42'
6. Base Distances
  - a. U5 – 40'
  - b. U7 – 45'
  - c. U10 – 50'
  - d. U14 – 60'
  - e. U19 - 60'
7. Arched Line Distance (U5 only)
  - a. Plate to Arched Line – 30'
8. 21" Home Plate (U10 only)
  - a. A 21" Rubber plate will be provided for all U10 teams that will be placed over the existing permanent home plate.
  - b. Do not remove permanent home plate.
9. First Base shall be a safety base. The orange bag side to the fence.
10. Each team will supply the opposing team with a copy of the lineup prior to the start of the game.
11. Ground Rules Eastern Diamond: In the event the batter hits the ball and it goes into the bushes along the third base line, the hit will be ruled a double.
12. Following the completion of the game/practice, the Home Team is responsible for returning all TBDMSA equipment to the TBDMSA equipment bins and locking the bin.

## Section 2: General Rules

### Rule 1 – Player Eligibility

As of the January 1, 2023, the TBDMSA uses Softball Canada's age categorization. The "U number" refers to the age that a player turned as of December 31st of the previous season.

Age Division Name	Birth Years
U3	2023
U5 "T-Ball"	2021, 2022
U7	2019, 2020
U10	2016, 2017, 2018
U14	2012, 2013, 2014, 2015
U19	2007, 2008, 2009, 2010, 2011

### Rule 2 – Starting Roster Size

U5, U7

- a) A U5 and U7 team must be able to field a minimum of seven (7) Players including registered substitutes, at the start of a game otherwise the game is forfeit.

U10, U14

- b) A U10, U14 team must be able to field a minimum of seven (7) of their own registered Players at the start of a game otherwise the game is forfeit with a score of 5 - 0. If both teams have less than seven (7) Players, then the game shall be declared a tie with a score of 5 - 5.

U19

- c) A U19 team must be able to field a minimum of six (6) of their own registered Players at the start of a game otherwise the game is forfeit with a score of 5 - 0. If both teams have less than six (6) Players, then the game shall be declared a tie with a score of 5 - 5.

### Rule 3 – Substitution

- a) Substitute players may play up one division. A substitute player's current rating in their respective division will drop by a category based on age. *Example One: a 14 year old A ranked player will drop to a B if called up to play in the U19 Division.*
- b) All substitute players are to wear their own team's shirt.
- c) U10, U14, U19 Substitutions must be approved by both Team's Coaches and reported to the Division Convenor prior to the start of the game.
- d) Substitute Players will bat at the bottom of the lineup and cannot pitch.
- e) Players may be substituted with equally or lower-rated substitutes based on the average rating of all missing players. Regular season rankings are based on original team rosters.

U5

- f) Substitutes may be used from any other U5 team not playing, or players from any U3 team to bring the U5 roster up to a maximum of 10 Players.
- g) Substitutions must be discussed and approved by both Team's Coaches whether to move children from one team to the other to balance out the teams for this game only.

U7

- d) Substitutes may be used from any other U7 team not playing or players from any U5 team to bring the U7 roster up to a maximum of 10 Players.
- e) Substitutions must be discussed and approved by both Team's Coaches whether to move children from one team to the other to balance out the teams for this game only.

U10

- f) Equally or lower-rated U10 substitute players can be used from any U10 team not playing, to bring the roster up to a maximum of 10 Players.

U14

- g) Equally or lower-rated substitute players may be used from any other U14 team not playing, to bring the U14 roster up to a maximum of 10 Players.

U19

- h) Equally or lower-rated substitute players may be used from any other U19 team not playing, to bring the U19 roster up to a maximum of 9 Players.

#### Rule 4 - Team Staff

- a) Team Staff consists of Head Coaches and Assistant Coaches.
- b) Players, Head Coaches and Assistant Coaches are the only people permitted in the dug-out.
- c) T-Ball U5 Coaches may use a helper at each base position but cannot interfere with defensive plays.
- d) During a U7 game, only one Defensive adult Coach is permitted to assist the Players in the outfield, but cannot interfere with defensive plays.
- e) A maximum of two U10, U14, U19 team Offensive Coaching Staff Members are permitted on the field and must remain in foul territory at a minimum of five feet from bases.
- f) Scorekeepers are not designated as a Member of the Team Staff and are not permitted in the dugout.
- g) No on-field Coach shall have any training equipment on the field during games.

#### Rule 5 – Bench Players

- a) U10, U14, U19 team Coaches will ensure that every player will sit out one (1) inning before a player sits out two (2) innings unless for disciplinary purposes.

#### Rule 6 – Abusive Language

- a) Abusive language by a coach/player or spectator may result in said person being ejected by the Umpire as per Softball Canada rules.

#### Rule 7 – Ejection

- a) Any player or Coaching Staff Member that is ejected from a game may not play the next scheduled game and may have further disciplinary action by the Board.
- b) Ejections shall be recorded on the game sheet and reported by email to Divisional Convener who in turn will inform the Board for potential further disciplinary action.

- c) The Softball Canada Rulebook either in book or electronic form cannot be brought onto the playing field under any circumstances. The person doing so will be ejected from the game.

#### Rule 8 – Length of Game

U5

- a) A U5 game will consist of a maximum of two (2) complete innings or a maximum of one hour in length.
- b) A game will be considered official after one (1) complete inning.
- c) No score is recorded.
- d) An inning is complete when all batters on both teams have batted once.
- e) When the last U5 batter in an inning comes to the plate, the offensive coach must clearly announce this fact.
- f) When the ball hit by the last U5 batter in the lineup is returned to the tee, the inning is over.

U7

- f) A U7 game will consist of a maximum of five (5) innings or a maximum one hour and twenty-five minutes.
- g) A U7 game will be considered an official game when a minimum of one (1) complete inning has been played.
- h) No score is recorded.

U10

- i) A U10 game will consist of a maximum of five (5) innings or a maximum 1 hour and 25 minutes.
- j) A U10 game will be considered official only when a minimum of two (2) complete innings has been played.
- k) If an inning is not complete, the final score shall be the score at the end of the last complete inning.

U14

- l) A U14 game may consist of a maximum of six (6) innings or a maximum 1 hour and 25 minutes.
- m) An U14 game will be considered official only when a minimum of three (3) complete innings have been played. If an inning is not complete, the final score shall be the score at the end of the last complete inning.

U19

- o) A U19 game may consist of a maximum of six (6) innings or a maximum 1 hour and 55 minutes.
- p) An U19 game will be considered official only when a minimum of three (3) complete innings have been played.
- q) If an inning is not complete, the final score shall be the score at the end of the last complete inning.

### Rule 9 – Maximum Runs per Inning

- a) For a U10, U14, U19 game, the maximum numbers of runs scored per inning is five (5).

### Rule 10 – Score Updates

- a) No scores shall be recorded in U5 and U7.
- b) For a U10, U14, U19 game, the Home Team Coach is responsible to submit copies of the score sheet to their League Conveners of game results within 24 hours. Game Results and applicable Scores will be posted on the website.

### Rule 11 – Delay of Game

- a) All games will commence at the designated start time as per the schedule on the website. If a Home Team has not completed their Pre-Game Responsibilities by 15 minutes of the starting game time, the Home Team will forfeit the game.
- b) When a regular season game is late in starting, the playing time will be shortened as all games must be completed within the scheduled time slot and finish on time for insurance purposes.
- c) In the case of rain or other issues causing a delay of game the score will stand as of the last full inning for U10, U14, U19 and U21 and a game will be considered a complete game only when:
  - i. U5, U7: A minimum of one (1) complete inning has been played.
  - ii. U10: A minimum of two (2) complete innings have been played.
  - iii. U14, U19: A minimum of three (3) complete innings have been played.
- d) For all other weather-related procedures, please refer to the Inclement Weather Policy.

### Rule 12 – Forfeits

- a) Any game forfeited shall result in the score of the game being 5 - 0 in favour of the non-forfeiting team.
- b) In both regular season and playoff play forfeited games, be they intentional or otherwise, cannot be used to enhance the position of the forfeiting team nor undermine the position of any other team in the division.
- c) If such an event should occur the schedule shall be suspended and realigned until it is determined that no other team, other than the forfeiting team is negatively affected by the forfeiture.
- d) If a game is scheduled around/during a statutory holiday and/or either team is unable to field the minimum number of players for their division, the coach unable to field a team must contact the opposing coach, a minimum of two days prior to the scheduled game.
- e) Should the Coach contact the opposing Coach and Convenor two or more days away from the scheduled game, there will be no dispute from the opposing Coach about a rescheduled game.
- f) Should the Coach contact the opposing Coach and Convenor less than two days away from the regular scheduled game, both Coaches must agree to reschedule or the team will forfeit. It is the responsibility of the initiating coach to contact the division Convenor and League Scheduler immediately.

### Rule 13 – Standings

- a) At the end of the regular season play positions in the standings will be determined by:
  - i) Total points
  - ii) Runs for/against ratio
  - iii) Record against each other

#### Rule 14 - Protests

- a) Any game under protest should be made to the Convener following the rules in the Softball Canada Rulebook. The Coach registering the protest must acknowledge on the scoresheet along with their name and signature before the Umpire signs that the game is under protest. A \$50.00 protest fee will be in effect. A ruling as to that game will be made, should the protester win, he will then be reimbursed.

#### Rule 15 – Defensive Positions

U5

- a) Each U5 team will field all Players on defense.
- b) By Mid-Season, U5 Players will be placed at traditional infield and outfield positions to their defensive “zone” rather than all over the field.
- c) By mid-season, U5 Coaches are encouraged to pitch a maximum of three (3) live pitches to each batter. If the batter is unsuccessful in hitting the live pitch, the batter will continue to hit from the tee as many times as required to make a legal hit.

U7

- d) Each U7 team will field all Players on defense. One player at each traditional infield position and additional Players in the outfield.
- e) A Coach is permitted to assist the Players on the field,
- f) A Coach will pitch to their own team but each player will get a maximum of five pitches to hit and if not successful in hitting the ball, the player will be ruled out. The Plate Umpire keeps track of pitch count. The Coach cannot interfere with defensive plays.

U10 & U14

- h) There is a maximum of ten (10) Players on the defense field with the additional player being outfield rover.

U19

- i) There is a maximum of nine (9) Players on the defense field.

#### Rule 16 – Outfield Defensive Positions

- a) U7, U10, U14, U19: Outfielders must start a minimum of 20' behind the baselines until the ball leaves the pitcher's hand.

#### Rule 17 – Equipment

- a) All catchers are to wear a helmet, face mask, chest protector and shin guards.
- b) Batting helmets, with chin straps securely in place, must be worn by all batters and baserunners. Batting helmets without gromets are acceptable in U19 only and can be worn without chinstraps.
- c) No player shall remove his or her helmet before entering the dugout. Premature removal of the helmet shall result in the offending player being recorded as an out. Any minor (under 18 years of age) or player acting as a coach, or entering the playing field for other reasons, MUST wear a helmet. If a helmet is not worn, the said person will not be allowed onto the playing field.
- d) Pitching helmets must be worn by Players pitching in all divisions.

- e) Any baseball/softball glove may be worn at any defensive position.

#### Rule 18 – Uniform

- a) The Uniform is defined as: TBDMSA supplied baseball hat and shirt.
- b) Players must wear long athletic pants for protection during all practices and games.
- c) Players shall have their shirt tucked into their pants.
- d) If a player goes up to bat not in full uniform or his/her shirt is not tucked in, the Umpire shall provide a warning and ask the player to comply with the rule.
- e) If the offending player refuses to comply, the Umpire shall call the player out.
- f) If a player is unable to wear a full uniform for a reasonable circumstance it is the responsibility of the player to notify his/her Coach prior to the start of the game. The Coach will notify the Convener and exceptions must be approved.
- g) Hats must be worn properly with the peak at the front. No hats may be worn backwards or sideways by any league participant on the field (Players, coaches, assistants or umpires) with the exception of the catcher or home plate umpire while wearing their masks.
- h) No metal cleats are to be worn.

#### Rule 19 – Jewellery, Glasses, Footwear

- a) Glasses/Sunglasses are allowed as long as they are worn securely on the player's face.
- b) No jewelry of any kind is allowed with the exception of medical bracelets.
- c) All Players, coaches and assistants must wear closed toe/heel shoes. (ie: no flip-flops, Crocs, or sandals).

#### Rule 20 - Bats

- a) All bats used in a game must be marked with the acceptable certification stamps in accordance to Softball Canada.

#### Rule 21 – Batting Lineup

U5

- a) All U5 Players shall bat in each inning.
- b) A U5 batter will bat the ball from the tee as many times as required to make a legal hit.
- c) A U5 Legal hit must be batted to or past the 30' arched line. NOTE: This rule may be relaxed at the coach's discretion during the early half of the season. By mid-season, coaches should be encouraging Players to bat until the ball reaches or surpasses the 30' arched line.
- d) By mid-season, U5 Coaches are encouraged to pitch a maximum of three (3) live pitches to each batter. If the batter is unsuccessful in hitting the live pitch, the batter will continue to hit from the tee as many times as required to make a legal hit.

U5, U7, U10, U14, U19

- e) All team members shall bat in the order designated at the beginning of the game on the Score Sheet unless there is a latecomer to the game. Any latecomers above the minimum number of Players will be added to the end of that batting lineup.
- f) Any player who has to leave the game early for any reason will be removed from the batting order and will not count as an out.
- g) Players in the U7 Division will continue to bat in order until either three defensive outs are made or all offensive players have batted once in the inning, whichever comes first.

### Rule 22 –U5 Baserunners

- a) When a baserunner is thrown out, tagged out, or a fly ball is caught, the baserunner will be considered out, however the baserunner may continue to run if desired, on subsequent hits by following batters.
- b) By mid-season, this rule changes that if a baserunner is put out, then they shall not continue to run the bases.

### Rule 23 – Bunting

- a) Bunting is only permitted in U10, U14, and U19.

### Rule 24 – Throwing the Bat

- a) If a bat is thrown in a dangerous manner, the Umpire shall have the discretion to record the batter as an out and base runners shall not advance.

### Rule 25 – Pitching

U5

- a) Pitching may be done by an adult representative of the offensive team, either by a Coach or preferably an Assistant. The defensive team will position a player to field the pitcher's position once the ball is in play.
- b) By mid-season, U5 Coaches are encouraged to pitch a maximum of three (3) live pitches to each batter. If the batter is unsuccessful in hitting the live pitch, the batter will continue to hit from the tee as many times as required to make a legal hit.

U7

- b) A Coach will pitch to their own team for the entire season.
- c) Each player will get a maximum of five pitches to hit and if not successful in hitting the ball, the player will be ruled out. The Plate Umpire keeps track of pitch count.

U10

- d) All U10 practices and games will use the 21" home plate to expand the strike zone and encourage more hitting.

U10, U14, U19

- e) Windmill pitching is allowed as per Ontario Softball Rules.
- f) Pitchers may not pitch more than two consecutive innings in a game.
- g) Pitchers may not intentionally walk a batter at any time.

### Rule 27 - Hit Batter

- a) U5/U7 Batters either hit from a tee or off their Coaches pitch. An accidentally hit batter will continue their turn at the plate as per their division rules.
- b) If a U10, U14, U19 Pitcher unintentionally hits two (2) batters in one inning, they must be removed from pitching for the remainder of the inning but may return to pitch again in later innings.

### Rule 28 – Warm-Up

- a) No warm up balls on the field after the first inning.
- b) Any new pitcher will get five (5) pitches while returning pitchers will get three (3) pitches.
- c) Anyone catching for a pitcher must wear a proper face mask.

### Rule 29 – Dead Ball

U5

- a) Play is complete and time is called when an infielder that is in front of the runner or the player in the pitcher's position is in control of the ball and holds it in the air. In that case, runners shall be awarded the base to which they were advancing when time was called. For example, a defending outfielder simply holding up the ball will not stop the play.
- a) If a ball is thrown by the fielding team hits a runner, that runner is not out and the ball is still in play.

U7, U10, U14, U19

- c) Following a fairly hit ball, the advancing of runners is considered 'over' when the ball is returned to a player in the infield (inside the base baths).
- d) Runners may continue to the base they are heading to but the fielders may attempt to throw/tag the runner out.

### Rule 30 – Lead Offs

- a) No Lead-offs are permitted at any level.
- b) During a U7, U10, U14, U19 game, if a runner's foot leaves the bag before the ball leaves the Pitcher's hand in the direction of the plate he/she will be called out.

### Rule 31 - Stealing

- a) Stealing is only allowed in U10, U14, U19 and once the ball has left the Pitcher's hand in the direction of the plate.

U10

- b) A player is only to advance one base on stealing attempt in U10.
- c) Stealing of Home plate is not permitted in U10. Players must be batted in or forced home on a walk or part of a continuation of play (ie. ball thrown out of play, obstruction etc.) or advanced by bases awarded by an umpire.
- d) Runners may not steal an extra base on a walk.

U14, U19

- e) U14, U19 Players can steal as per Softball Canada rules.

### Rule 32 – Sliding

- a) No sliding is permitted in U5 and U7.
- b) Sliding to second base, third base and home plate is permitted in U10, U14, U19.
- c) Sliding is permitted once a player has achieved first base and is returning to first base on a play.

### Rule 33 – Third Strike Drop Ball

- a) Third Strike Drop Ball rule is only in effect for U14, U19 Divisions.

### Rule 34 – Infield Fly

- a) The “Infield Fly Rule” as per Softball Canada Rule 5.1.26 is only in effect for U14, U19 Divisions.

### Rule 35 – Overthrows

- a) U5 / U7 Baserunners may not run or advance on a base on any “wild throw” or “overthrow” at the time of the throw.
- b) All other divisions will be as per Softball Canada rule 5.1.36.

## Section 3 – Playoff Rules General

*Please note that Playoff Scheduling is subject to change based on team registration.*

Season standings have been calculated following those guidelines outlined in the Regular Season Rules.

- a) Regular season rules apply except for the rules stipulated below within each division.
- b) If the home team is leading going into the bottom of the last inning, they may choose whether or not to bat. A maximum +5 can be earned by the winning team during preliminary round games.
- c) No team may choose their Umpires. If they refuse to play, they forfeit the game.
- d) All decisions made by the Umpires are final.
- e) A maximum of 5 runs can be earned per inning except for the open inning in the Semi Final and Championship Final games.
- f) U10 games are 3 innings, U14 games are 5 innings and U19 games are 6 innings. In event of a tie in preliminary games, each team will be awarded a point.
- g) Placement after the preliminary round games will be determined by how many points each team has.
- h) In the case of a tie, it will be determined by team’s plus/minus in the tournament. If a tie still exists, then it’s the total number of runs against each team accumulates in the tournament. If a tie still exists then it is the total number of runs scored each team accumulates in the tournament. If a tie still exists then it will be a coin toss, team with highest regular season points makes the call.
- i) Game scores MUST be presented to the division Convenor or TBDMSA Executive Member at the pavilion IMMEDIATELY after the game by the HOME team Coach.
- j) Substitution complaints from coaches will be ruled on by division convenors.

### Rule 1 – Playoff Rules U10

- a) Regular season winner gets a bye game in preliminary round.
- b) At the end of the preliminary round games the top 4 teams advance. Team 1 plays Team 4, Team 2 plays Team 3 in a semi final game. Winner advances to the final.
- c) Highest placed team from preliminary round is home team in semi-final and final games.
- d) Semi final and final games are 3 full innings and last inning is open
- e) If there is a tie in the semi final or final game the International Tie Breaker rule will be in effect and no time limit will be implemented.

#### Rule 2 – Playoff Rules U14

- a) Regular season winner gets a bye game in preliminary round.
- b) At the end of the preliminary round games the top 4 teams advance. Team 1 plays Team 4, Team 2 plays Team 3 in a semi final game. Winner advances to the final.
- c) Highest placed team from preliminary round is home team in semi-final and final games.
- d) Semi final and final games are 5 full innings and last inning is open
- e) If there is a tie in the semi final or final game the International Tie Breaker rule will be in effect and no time limit will be implemented.

#### Rule 3 – Playoff Rules U19

- a) At the end of the preliminary round, top 4 teams advance. Team 1 plays Team 4, Team 2 plays team 3 in a semi-final game. Winner advances to final.
- b) Highest placed team from preliminary round is home team in semi-final and final games.
- c) Semi Final and Final games are 6 full innings and last inning is open.
- d) If there is a tie in the semi final or final game the International Tie Breaker rule will be in effect and no time limit will be implemented.

#### Rule 4 – Playoff Rules - International Tie Breaker Rule

- a) When a softball game is tied at the end of seven innings, the International Tie Breaker rule goes into effect. At the start of each inning, a runner is placed on second base with 1 out - the runner will be the last batter scheduled to bat in this inning. Any eligible player may be substituted for this runner. At least one full inning is played, allowing each team the same chance to score. If the score remains tied, the same process is used in each inning until a victor emerges (one team scores more runs than the other at the end of a complete inning).

Updated January 2026

## Policies & Procedures

### Policy 1 - Registration Requests

- a) There will no longer be a Player Registration Request form. Any special requests will be directed to the Registration Coordinator and an Application must be completed for Board Consideration.

### Policy 2- Vulnerable Sector Check and Criminal Records & Judicial Matters Check

- a) All Head Coaches, Assistant Coaches and Board of Directors aged 18 years and older, working with vulnerable populations, within the TBDMSA must provide a Vulnerable Sector Check (VSC) through the Ontario Provincial Police (OPP) or designated Police Services for their area of residence, to the TBDMSA by the first regular season game where possible, to participate in the TBDMSA. Board members not working with vulnerable populations are required to complete a Criminal Records & Judicial Matters Check to participate as a Director or Officer in the TBDMSA.
- b) The TBDMSA recommends any other volunteers assisting with the team, obtain a VSC in the event the Head Coach or Assistant Coach cannot attend or needs help at a practice or game.
- c) The TBDMSA will provide volunteers with a letter that confirms they need a VSC and/or CRJMC, a job description of their duties and the TBDMSA Contact Person.
- d) Failure to comply may result in removal from the person's duties within TBDMSA or not permitting the team to play.
- e) This is a free service provided by the Ontario Provincial Police.
- f) In the event a volunteer is required to pay a fee for a Vulnerable Sector Check or Criminal Records & Judicial Matters Check, reimbursement will be at the discretion of the Board and should be brought forward prior to submitting the TBDMSA issued documentation to a Police Services organization.

### Policy 3 - Respect In Sport for Activity Leaders

- a) All Head Coaches and Board of Directors aged 18 years and older within the TBDMSA must complete a Respect In Sport for Activity Leaders (RISAL) training program by the first regular season game to participate in the TBDMSA.
- b) The TBDMSA recommends all Assistant Coaches to obtain a RISAL in the event the Head Coach cannot attend a practice or game.
- c) Failure to comply may result in removal from the person's duties within TBDMSA or not permitting the team to play.
- d) Any reasonable costs associated with obtaining a RISAL can be submitted to the TBDMSA for reimbursement.

### Policy 4 - Inclement Weather

- a) All games will commence at the designated start time as per the schedule on the website.
- b) When a regular season game is late in starting, the playing time will be shortened as all games must be completed within the scheduled time slot and finish on time for insurance purposes.
- c) In the case of rain or other issues causing a delay of game a minimum of two (2) innings for U7 and U10 and three (3) innings for U14 and U19 will constitute a full game. The score will stand as of the last full inning.
- d) If a game is cancelled due to weather, the Home team is responsible for checking the field for playability, contacting the Visiting team, and their Division Convenor to cancel the game.
- e) This must be done a minimum of 90 minutes before the game start time.

- f) The Home team will then be responsible for contact Visiting Coach to discuss rescheduling dates to be played preferably on Home team's practice night if possible. Home team coach will contact Convenor to confirm the availability of diamond times and umpires.
- g) The rescheduled game can be played any time during the regular season but the date of the rescheduled game must be confirmed within two weeks of cancelled game. Once the date is agreed on by both teams and all details are confirmed by the Convenor, the game will be added to the schedule on the website.
- h) In the event of a significant weather (ie. Tornado, Extreme Heat) warning issued by Environment Canada for our area, the Home Team is responsible for contacting the Visiting Coach to discuss rescheduling dates to be played preferably on Home team's practice night if possible. Home team coach will contact Convenor to confirm the availability of diamond times and umpires.
- i) Coaches can visit this link for the Town of New Tecumseth's Wet-Field / Rain-Out Policy: [https://tbdmsa.ca/Public/Documents/Wet\\_Field\\_Policy\\_2020.pdf](https://tbdmsa.ca/Public/Documents/Wet_Field_Policy_2020.pdf)

#### Policy 5 - Game Sheets

- a) For U10, U14, U19 divisions the home team scorekeeper shall be the "Official Scorekeeper" for each game. The visiting scorekeeper will also maintain a running score that should be verified at each completed inning with the home scorekeeper. Once verified after each completed inning that score cannot be changed.
- b) Both Coaches & Umpires must sign the game sheet upon completion of a game.
- c) It shall be the duty of the Home Team coach to submit the completed game sheet to the Convenor within 24 hours of the completed game. Failure to report may result in disciplinary review and suspension of team officials.

#### Policy 6 - Protest

- a) Any game under protest should be made to the Convener within 24 hours of the contested game.
- b) The Coach registering the protest must acknowledge on the scoresheet along with their name and signature before the Umpire signs that the game is under protest.
- c) A \$50.00 protest fee payable to the TBDMSA will be in effect.
- d) A ruling as to that game will be made, should the protester win, he/she will then be reimbursed.

#### Policy 7 - Concussion Policy

- a) TBMSA shall follow the Concussion Policy as per Softball Ontario.

#### Policy 8 - Inappropriate Behaviour Incident Reporting

- a) If there is an Inappropriate Behaviour Incident, the person must complete the Incident Report Form located on the TBDMSA website, within 24 hours of the incident.
- b) Due to the highly confidential nature of the information contained on this form, the TBDMSA is committed to providing limited, restricted, and secured access to this information. As a result, to assist the TBDMSA in our effort to maintain your privacy, the TBDMSA requests you do not disclose or provide this form or any information related to this form, to any individual other than the Convenor or Executive Member of the TBDMSA.

#### Policy 9 - Player Evaluation Form

- a) At the conclusion of each regular season, Coaches are required to complete an assessment of the Player's Development using the Player Evaluation Form found on the TBDMSA website. Failure

to comply may result in the team not permitted to compete in any further sanctioned activities or games.

**Policy 10 - Emergencies / Accidents / First Aid**

- a) In the event of an accident or emergency, the Head Coach must complete the Accident Reporting Form found on the TBDMSA website and send it to their respective Convenor.

**Policy 11 - Storage Trailer Keys**

- a) Storage Trailer keys are issued by the TBDMSA Equipment Manager to the President, Equipment Manager and Jr. Umpire Supervisor to allow access to equipment.

**Updated January 2026**



## Contact Information

[admin@tbdmsa.ca](mailto:admin@tbdmsa.ca)

[www.tbdmsa.ca](http://www.tbdmsa.ca)

 @TBDMSA