



FORT SASKATCHEWAN MINOR SPORTS ASSOCIATION

TITLE: DISCIPLINARY POLICY

POLICY #: 4216

Created: June 30, 2017	Last updated: July 18, 2017	Approved: XXXX
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Ver no.	Effective Date	Significant Changes

1.0 Purpose

To address disciplinary situations that involve members of the Fort Saskatchewan Minor Sports Association's (FSMSA) Board of Directors, or the Executive members of any FSMSA Minor Sport program.

2.0 Scope

This policy applies to Board and Executive members of the FSMSA and all of the Minor Sport programs under its umbrella, currently including baseball, fastball, gymnastics, hockey, judo, lacrosse, ringette, soccer and any other Minor Sports that may join the FSMSA. It will not take precedent over a Provincial Governing Body or an FSMSA Minor Sport's own Disciplinary Policy as it applies to players, coaches, managers, officials, or parents. Should an FSMSA Minor Sport not have their own Disciplinary Policy, then this policy will be referenced as it would apply to their membership.

3.0 Terms

Unacceptable Behaviour – Any behaviour, either in person or via social media, that goes against the FSMSA Code of Conduct for which a Board or Executive member could face disciplinary action, including removal from office. It includes conduct that is detrimental to the FSMSA; disruptive behaviour; criminal offences; verbal, physical, or emotional abuse; harassment; discrimination; or breach of confidentiality.

Disciplinary Committee – A Committee consisting of the FSMSA Board of Directors which is formed on an ad hoc basis to address complaints against Board or Executive members should the appropriate Minor Sport program be unable to reach a solution acceptable to all parties.

Conflict of Interest – A fact or specific circumstance that may cause an individual to lose their impartiality or objectivity in a case. It can also be a situation in which the individual's own interests are in conflict with the case.

"In Camera" Meetings – Special meetings or portions thereof, such as hearings or deliberations, that, due to their sensitive nature, would be in the best interest of the FSMSA to remain confidential.

4.0 Policy

- 4.1 It is the responsibility of each Minor Sport to notify the FSMSA Board of Directors and the appropriate governing provincial sports body of any complaints concerning abuse of a youth within that Minor Sport. It is the responsibility of the Board of Directors to



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ensure all of the FSMSA Minor Sport programs are aware of their legal and moral obligations towards the youth.

- 4.2 Board or Executive Committee members will be held accountable by the FSMSA for unacceptable behaviour, with the most extreme penalty being expulsion from the FSMSA and its Minor Sport programs. However, the FSMSA cannot go beyond what is necessary for self-protection and must make available to the membership the charges against the Board or Executive member.
- 4.3 The FSMSA President will call a Special Meeting to deal with complaints against Board or Executive members. The meeting will include all members of the Board of Directors, the affected Minor Sport program (in the event of an Executive member), the complainant, and the individual being complained against. The President or Past President will chair the meeting and only the Board of Directors will have voting privilege. The individual being complained against may be required to testify, under pain of expulsion if they refuse. The decision of the Board will be presented to all involved parties in writing.
- 4.4 Any member of the Disciplinary Committee who feels that they have a conflict of interest with the complaint should declare the conflict and remove themselves from all discussions.
- 4.5 The FSMSA has the right to eject anyone who may be present at a meeting. When the assembly, either by a rule or by vote, decides that an individual shall not remain in the room, it is the duty of the chairperson to enforce the rule of order, using whatever means may be necessary to eject the party, including adjourning the meeting and rescheduling to a later date.
- 4.6 In the event of an “in camera” meeting, only bona fide members of the meeting may attend, and any minutes of that meeting are confidential to only those who are eligible to attend. Individuals who come to the meeting and review the minutes have agreed to maintain the confidentiality of the proceedings. The minutes will not be circulated, but copies will be filed with the FSMSA Office.