

Thorhild Minor Hockey Association Bylaws



Revised 2021

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Thorhild Minor Hockey Association Bylaws

1. Definitions

- Societies Act of Alberta , R.S.A 1980, c S-18 is defined as the act that may be amended from time to time.
- "Constitution" means the constitution of the association that may be amended from time to time.
- "Bylaws" means bylaws of Thorhild Minor hockey unless otherwise stated. These bylaws may only be amended from time to time at either the Annual General Meeting or a Special General Meeting.
- Thorhild Minor Hockey may also be referred as TMHA and shall be in these Bylaws.
- "Annual General Meeting" is held annually in accordance with the Societies of Alberta Act.
- "Special General Meeting" means all General Meetings other than the annual general meeting. The Executive, Directors or Members may call a special general meeting as they feel is necessary. A Special General Meeting may be called by a total of five members from any group by notice to president in writing.
- "General Meeting" means a meeting of members.
- "Hockey Alberta" - HA is the overriding authority of Amateur hockey in Alberta, subject to the right of appeal of Hockey Canada.
- "Hockey Canada" - HC is the governing body of Amateur hockey in Canada.
- "Member" means person that is an admitted member of the association.
- "Team Official" will include all persons involved in managing each team. Officials shall include Coach, Assistant Coach, Manager, Trainer and all Safety personnel.
- "President" is the President of TMHA. They are the overriding representative of TMHA while in office.
- "Vice-President" is the Vice-President of TMHA.
- "Secretary" is the Secretary of TMHA.
- "Treasurer" is the Treasurer of TMHA.
- "Registrar" is the person who registers all players of TMHA.
- "Director(s)" is any person that has been appointed or elected to their position as director of TMHA.
- "Discipline Committee" is a committee formed by the Executive and Director positions to rule on Disciplinary actions and matters. Committee is to be chaired by the Vice-President. In the case of a conflict of interest another member will chair the committee.

- These Bylaws are to be interpreted and followed as closely as possible in all matters relating to TMHA.

1. Governance

- 1.1 Thorhild Minor Hockey Association shall be known as TMHA.
- 1.2 TMHA shall follow and abide by the rules set out by HA and HC. TMHA will remain a member in good standing according to HA Bylaws and regulations.
- 1.3 TMHA will play by and follow the rules of HC, HA and League(s) of which we are members of.

2. Membership

- 2.1 Parents, legal guardians, extended family as well as any players over eighteen (18) years of age playing or currently registered with TMHA may be members.
- 2.2 TMHA Executives, Directors, Team officials and any individual over eighteen (18) years of age who is interested in furthering the goals and objectives of the TMHA may be members.
- 2.3 Voting privileges - Any member of the TMHA will have voting privileges at the Annual General Meeting, Special General Meeting(s) and any General Meetings.
- 2.4 For a Member to keep in good standing within TMHA all fees must be paid for the individual in accordance with TMHA payment terms.

3. Voting

- 3.1 Every member of the TMHA over the age of eighteen (18) is entitled to one (1) vote at all of the Annual General Meeting, Special General Meeting(s) and any General Meetings. For the vote to be valid the Member must be in attendance. Only Members have voting rights at the TMHA.
- 3.2 Members may request their vote is recorded in the minutes.
- 3.3 When voting for Executive positions at the Annual General Meeting if there is a contested position voting will be done by secret ballot. Ballots will be counted and tallied by one of the Executive members at the meeting for all in attendance to witness. Simple majority wins the vote.

4. Positions of Executive and Directors - Creates the "Board"

- Executives – shall be elected for two (2) year term limits
- ❖ President – Elected in even years
- ❖ Vice-President – Elected in odd years (this position may or may not be filled)
- ❖ Secretary – Elected in even years (may hold the Registrar position)
- ❖ Treasurer – Elected in odd years
- ❖ Registrar – Elected in odd years
 - Directors (Elected annually)

- ❖ Referee in chief
- ❖ Equipment Director
- ❖ Game, Conduct & Safety Director
- ❖ Social Media Director
- ❖ Ice Scheduler
- ❖ Other Directors as may be needed for smooth operation of TMHA Division Representatives, League Representative Etc.

Executive positions may not be held concurrently by two (2) or more members of the same household. Does not include Directors.

If any Member holding a current two (2) year position serving in odd or even years is voted/transitions to a separate position in the Executive group the open term would be elected for a one (1) year term limit to continue term rotations.

Nominations for any open Executive position may be made at the Annual General Meeting. Members being nominated must be present unless their nomination has been received and consented in writing beforehand. Voting will only happen at the Annual General Meeting.

Any Executive position open for Nomination must be posted at the same time as the AGM meeting date is posted.

Nominations for positions up for election must be called by a individual not up for nomination

- 4.1 All Executive and Directors that make up the Board shall have voting rights at Association meetings. The Board and Directors will be the only ones to have voting rights at Board Meetings. For their vote to be valid it must be made at the time of voting and members must be present.
- 4.2 The Board shall be empowered by a quorum of no less than 2/3 when discussing any Executive or Director of TMHA who's conduct is considered detrimental to the best interests of TMHA. The Board will administer any discipline it feels is appropriate towards said Member. Any vote regarding discipline must pass by a simple majority.
- 4.3 Any individual may be a Board member if voted in by Members of TMHA.
- 4.4 Executive positions shall be voted on at the TMHA Annual General Meeting.

5. Duties of the Board

- 5.1 The Board is responsible to TMHA Members, to serve the Association in its best interests within the Bylaws set forth.
- 5.2 TMHA will be managed by the Board.

- 5.3 The Board will insure the values and objectives of the Association are represented in a professional manner.
- 5.4 Total wellbeing of players is the paramount objective of the Board. Player's health and their responsibilities to school are to be always be taken into account.
- 5.5 The Board will determine the general policies and procedures for TMHA taking into account administration and operations of the Association.
- 5.6 In the event of a vacancy among the Board a replacement may be appointed prior to the next Annual General Meeting.
- 5.7 The Board will set yearly registration fees, late fee penalty's (if the Board deems it necessary), payment options and the deadlines associated with fees.
- 5.8 It will be the responsibility of the Board to decide what league(s) TMHA will be a part of and the Board will ensure teams have clear direction on how to join them.
- 5.9 It is the responsibility of the Board to provide for the development of the players and officials within TMHA.

6. Conduct of the Board

- 6.1 If an individual is found guilty of committing any misconduct listed within (20.2 /1-5) of these Bylaws they may be barred from holding an elected or appointed office within TMHA.
- 6.2 Board members that miss two (2) consecutive meetings without just cause may be removed from their elected office by a quorum vote of 2/3 of the Board.
- 6.3 Members of the Board are to refrain from publicly criticizing game officials (including coaches and referee's) at any point in the season.
- 6.4 Board members are expected to hold all other members of the Board in regard and are to refrain from publicly criticizing its members or policies
- 6.5 Members of the Board can be removed from their positions if they are found to not be carrying out their duties as officials of TMHA. A vote of the Board with no less than 2/3 quorum will be mandatory for removal from office.

7. TMHA President – Roles and Responsibilities

- 7.1 To be elected for a two (2) year term (even years) elected at Annual General Meeting. This individual must be a Member of TMHA.
- 7.2 To organise Board meetings ensuring proper meeting time and location is available. Must give Board members a minimum fourteen (14) days' notice Via phone, text or email before meeting date to provide adequate time for scheduling.
- 7.3 Is to preside over Annual General Meeting, Special General Meeting(s) and Board meetings. Is an automatic member of all committees.
- 7.4 Can only vote in the case of a stalemate.
- 7.5 Will have signing authority.

- 7.6 Will be the primary contact with HC, HA and member Leagues. It will be the individual's responsibility to communicate to the Board all procedures, policies and bylaws from governing bodies.
- 7.7 Is responsible for the maintenance and adherence to TMHA Bylaws.
- 7.8 Shall suspend any player or Team official for conduct detrimental to TMHA until said conduct can be reviewed by the Discipline Committee. The President will set up the Committee within ten (10) days to review the case. Vice-President will chair the committee.
- 7.9 The President is TMHA public representative.
- 7.10 President will exercise the powers of the full Board in case of an emergency, subject to ratification of the Board at the next meeting.
- 7.11 Will be chair of the Appeals committee.
- 7.12 Will be responsible for the TMHA mail box key in the event the Treasurer chooses not to bear responsibility for it.
- 7.13 Will assist the Treasurer in collecting any unpaid registrations.
- 7.14 Will have read only access to HCR account
- At the end of their term (or by Quorum vote of the Board) the President will hand over all logins, passwords, files, cheques etc. to the new Board President.

8. Vice-President – Roles and Responsibilities

- 8.1 To be elected for a two (2) year term (odd years) at Annual General Meeting. This individual must be a Member of TMHA
- 8.2 Will perform duties of the President if they are absent.
- 8.3 Shall collect and record evaluation forms for Team Officials. They will present a report to the Board.
- 8.4 Will be Chair for Discipline Committee. In the case of a conflict of interest they will remove themselves from the committee entirely for the duration of conflict.
- 8.5 Shall find, recommend and set up training for coaches. Will help source competent willing individuals for that role. Must not show bias towards gender, race or age when recruiting.
- 8.6 Will insure coaches have resources have access to the best knowledge TMHA can reasonably provide.
- 8.7 Ensures team managers and coaches have an approved coaching philosophy that provides fair and equal opportunity to all players.
- 8.8 Will have signing authority.

9. Registrar – Roles and Responsibilities

- 9.1 To be elected for a two (2) year term (odd years) at the Annual General Meeting. This individual must be a member of TMHA.
- 9.2 Shall be responsible for setting up the online registration of players.
- 9.3 Is responsible to make sure all teams and Team officials meet all current and up to date HA Coaching requirements. The Registrar is responsible for keeping records of such.
- 9.4 Will provide Team Officials with a current roster before start of the League season.
- 9.5 Is responsible for keeping and distributing HC Medical forms to Team Managers prior to the beginning of the season.
- 9.6 The Registrar will prepare and assist the President with player movement forms.
- 9.7 Registrar will be responsible for receiving any HC accident forms and is to file with HA.
- 9.8 Will be responsible for completion of Player Affiliation forms and provide to applicable Team Managers.
- 9.9 Will have signing Authority.
- 9.10 Will have access and control of HRC login.
- 9.11 Will collect and store all signed player, parent and Coach forms. These are to be kept on a jump drive as a backup in the TMHA storage room
- 9.12 Will generate and deliver receipts for fees paid upon receiving information from the Treasurer.
- 9.13 At the end of their term (or by quorum vote of the Board) the Registrar will hand over all logins, passwords, files, forms relating to their position.

10. Treasurer – Roles and Responsibilities

- 10.1 To be elected for a two (2) year term (odd) at the Annual General Meeting. This person must be a Member of TMHA
- 10.2 Is responsible for receiving and depositing all money received to TMHA.
- 10.3 Will pay accounts payable as per authorization of the Board.
- 10.4 Will co-ordinate the filing of all tax returns.
- 10.5 Shall have the records reviewed by an independent auditor once per year.
- 10.6 Will prepare all books and records for any Executive member upon request. Treasurer will be given ten (10) days from date of request to provide these.
- 10.7 Will present a financial statement for the prior year at the Annual General Meeting. This statement must be audited by either a qualified accountant that is not a member of the TMHA or two (2) Members from the TMHA that have been approved by the Board.

- 10.8 Shall prepare and present a detailed accounting to the Board each month of all receipts, receivables, payables and any disbursements in an approved format. This is to be presented as information only and must adopted and voted on by the Board at the meeting.
- 10.9 Will collect any unpaid registrations.
- 10.10 Will have signing authority.
- 10.11 Will be accountable of the AGLC login and submitting reports to the AGLC.
- 10.12 Will collect and follow up on all volunteer cheques.
- 10.13 At the end of their term (or by quorum vote of the Board) the Treasurer will hand over all money, accounts, books, records (including bank statements) and cheques to the TMHA President.

11. Secretary – Roles and Responsibilities

- 11.1 To be elected for a two (2) year term (even years) elected at Annual General Meeting. This individual must be a Member of TMHAt
- 11.2 Will keep all meeting minutes from the Annual General Meeting, General Meetings and any Special General Meeting(s). A copy of the draft Meeting minutes will be provided to the Board fourteen (14) days after any meeting.
- 11.3 Adopted minutes to be circulated to the Board and Team Managers at large.
- 11.4 Organize and produce agendas for all Board meetings. Copy sent to all members of the board forty eight (48) hours before meeting.
- 11.5 Has signing authority.
- 11.6 Is responsible for updating TMHA website.
- 11.7 Secretary is responsible for all incoming correspondence for TMHA. They are responsible to advise the Board at any Meetings of any TMHA correspondence.
- 11.8 Is responsible with updating Executive information to HA within twenty one (21) days of any applicable changes.
- 11.9 Is required to bring previous minutes/agendas for the past calendar year to each TMHA official Meeting.
- 11.10 At the end of their term (or by quorum vote of the Board) the Secretary will hand over to the Board all correspondence, books, records, accounts, passwords etc. relating to their position.

12. Equipment Director - Roles and Responsibilities

- Will be elected annually from Membership. In the event there is no volunteers for this position then the duties associated with it will fall to the Secretary.
- 12.1 Is in charge of purchasing and maintenance of all TMHA owned equipment.

- 12.2 Is responsible for handing out and recovering all uniforms to TMHA teams. Is to keep accurate records of equipment movement.
- 12.3 Is in charge of disposing damaged or worn equipment at the discretion of the board.
- 12.4 To work with Fundraising Director and Communications Director to seek out team sponsors.
- 12.5 Will chair clothing committee.
- 12.6 Will work with Treasurer to maintain inventory, with approval of the Board.

13. Referee-in-chief – Roles and Responsibilities

- Will be elected annually from Membership. In the event there are no volunteers for this position then the duties associated with it will fall to the President.
- 13.1 Will be expected to supervise and evaluate all referees.
- 13.2 Will set up training courses for individuals interested in becoming referees.
- 13.3 Will record and forward to the treasurer all records of refereed games for the Treasurer to supply reimbursement to individuals.
- 13.4 Will work with Ice Scheduler to ensure we have adequate Referees for all games.

14. Communications Director (Fundraising) - Roles and Responsibilities

- Will be elected annually from Membership. In the event there are no volunteers for this position then the duties associated with it fall to the Vice-President.
- 14.1 Is responsible for TMHA official Facebook, Twitter and Instagram account.
- 14.2 Will be in charge of co-ordinating fundraising activities in consultation with the Board.
- 14.3 Will co-ordinate the year end party with Team Managers.
- 14.4 Will co-ordinate team pictures with Team Managers.
- 14.5 At the end of their term (or by quorum vote of the Board) the communication direct will cease all activity on the TMHA social media and hand over all control to the President.

15. Game, Conduct & Safety Director – Roles and Responsibilities

- Will be elected annually from Membership. In the event that there are no volunteers for this position then the duties associated will fall to the Registrar.
- 15.1 Will attend Board Meetings and advise them of any safety concerns.
- 15.2 Will work with the Agricultural society in regards to rink safety and emergency action plans.
- 15.3 Will work in conjunction with the Registrar and Team Managers ensuring each team has the required Safety personnel and have updated EAP's.

- 15.4 Will monitor and update and abuse and harassment policies in conjunction with the Board.
- 15.5 Will act as third (3rd) party and liaison between the Board, HA and any individual suspended or disciplined by TMHA.
- 15.6 In the event there is a safety concern that needs to be dealt with before the next scheduled General Meeting the Game, Conduct & Safety Director will report directly and immediately to the President and Registrar.
- 15.7 Will be all members direct contact for any safety concerns

16. Ice Scheduler

- 16.1 Will be elected annually from Membership. In the event there are no volunteers for this position then the duties associated with it will fall to the Secretary.
- 16.2 Will be responsible for scheduling all ice throughout the year. They will be the main point of contact between team managers and arena management.
- 16.3 Will submit a budget of expected ice times to the Treasurer fourteen (14) days prior to the first Board meeting.
- 16.4 Will be main contact with leagues and submit all ice times to them.
- 16.5 Will attend Coaches meeting.
- 16.6 Will attend any Agricultural society arena usage meetings.
- 16.7 Will submit ice schedule to the Treasurer.

17. TMHA Meetings and Schedules

- 17.1 Annual General Meeting will be held between the days of April first (1) to fifteenth (15). President will set and call the date for the Annual General Meeting no earlier than one (1) calendar month beforehand. Once called the meeting must be made known to Membership by all means available – social media, posters, word of mouth etc.
- 17.2 Registration meetings may be called before the Annual General Meeting to start planning for the upcoming season.
- 17.3 A preseason General Meeting will be held by no later than September 15 to start planning for the upcoming season. Planning for League registration, Player numbers and available Team Officials to be determined.
- 17.4 The President must call an Emergency Meeting at the request of Membership. This request must be in writing to the President at the request of no less than 15 families. Quorum at this meeting will be no less the 2/3 present or twenty members. This meeting must be held within one (1) calendar month of the request being received.
- 17.5 All TMHA Meetings shall be made available to the public. Notice will be given no later than fourteen (14) days. All Meeting announcements will be

posted on any TMHA controlled social media accounts and posted at the Thorhild Agriplex.

- 17.6 Voting rights at the TMHA Meetings will be given to members TMHA Members and the Board.
- 17.7 All members of the Annual General Meeting must sign in to be verified and to vote.
- Annual General Meeting shall proceed as follows
 - i. Reading of Previous Annual General Meeting Minutes
 - ii. Presidents Report
 - iii. Vice-Presidents Report
 - iv. Treasurers Report
 - v. Registrars Report
 - vi. Amendments to TMHA Bylaws
 - vii. General Business
 - viii. Election of Officers
 - ix. Adjournment
- 17.8 In the case of there being more Directors on the Board (Social Media, Game, Conduct and Safety Director) these members will present their reports following the Vice-Presidents Report.
- 17.9 Board of Director Meetings will be held monthly to ensure TMHA runs smoothly. If there is a consensus among the Board that a meeting does not need to be held (e.g. spring) that meeting can be cancelled. The Board may not cancel more than one Board meeting in a row.
- 17.10 Quorum of the Board must consist of no less than six (6) members and a minimum of two (2) of the Executive in attendance. Team Managers and Team Representatives are considered members of the Board though do not have voting rights at Board meetings.

18. Committees

18.1 Clothing Committee

- Is to be chaired by the Communications Director.
- Must be represented by each Thorhild Minor Hockey team. It is suggested that Team Managers or Team Representatives be a participant.
- Must be made up of no less the six (6) Members.
- Will only use TMHA registered logo on any products.
- Will price and approve any spirit wear for yearly purchase via TMHA.

- Must receive Board approval before presenting order materials to Membership at large.

18.2 Fundraising Committee

- Is to be chaired by the Vice-President and Equipment Director.
- Must be represented by each Thorhild Minor Hockey team. It is suggested the Team Managers or Team Representatives be a participant.
- All teams must have prior permission from a Committee chair before starting with any fundraisers.
- All Members/Family groups must be active members of the fundraising efforts. If individuals would like to opt out of fundraising programs they will be able to pay an opt out fee.

Violations of Bylaws and Discipline process

19. Discipline

- Being a Member of TMHA is a privilege and Members and participants are expected to act in a manner that reflects that. Each Member and individual(s) that Represent TMHA is required to follow the Bylaws set forth. Fan(s), even though not direct representatives, are expected to carry themselves in a manner that shows respect to the sport, players and all individuals we share the sport with.

20. Incidents and Investigation

- If a possible breach of these Bylaws is reported to any Board member it is there duty to forward on said complaint to the Vice-President to begin an investigation into the complaint. In the event a conflict of interest arises in regards to the Vice-President the President will begin the investigation at the direction of the Board.
- 20.1 When received the Vice-President will begin to investigate the complaint and begin to investigate. At any point the Vice-President can call together the Discipline committee to help with the investigation.
- 20.2 If any of the forthcoming breaches in the Bylaws or acts have been reported the Vic-President may immediately suspend that individual from active participation with TMHA at large.
 1. Volunteering at any TMHA event under the influence of drugs or alcohol when any minors are directly in their care.
 2. Physical, Sexual or Emotional abuse of any Player or Member.
 3. Mistreatment of any Player(s), Staff, Team officials, Volunteers or On Ice Officials.
 4. Any illegal acts within the Laws of Canada.

5. Gross misconduct or insubordination.

21. Discipline Committee

- 21.1 Discipline Committee will be chaired by the Vice-President.
- 21.2 It will include Game, Conduct and Safety Director.
- 22.3 Vice-President will fill out the remainder of the committee with two (2) members of the Board and one (1) Team Representative. The President may not be a member of this Committee.
- 22.4 In the case of a conflict of interest of a Committee member that individual will step down and a replacement member appointed by the Vice-President.
- 22.5 Discipline committee will have the power to discipline any Player, Member or TMHA Representative in violation of these Bylaws.
- All individuals will be considered innocent until proven guilty. In the case of an individual is accused of any of the breaches mentioned in Bylaw twenty (20.2 1-5) they will be banned from all TMHA sanctioned events until the Discipline committee concludes its investigation.
- 22.6 Any individual disciplined by the Discipline committee will be given the right to appeal the decision. If an individual is banned from any TMHA events this ban will stay in effect until after the appeals process. Appeal must be submitted to the President in writing within fourteen (14) days of ruling.
- The discipline process will proceed as such
 - Committee will review the complaint within fourteen (14) days and determine whether a violation occurred. Committee has an obligation to review all the facts of the violation. Any individual accused of a violation will be given the right to present their case before the committee.
 - Discipline Committee will determine whether the punishment that is fitting the violation. These may include informal or formal discipline.
 - Informal may include a written apology, a verbal apology, a written reprimand, a verbal reprimand.
 - Formal Discipline must render this decision via a formal hearing. The date for this must be within fourteen (14) days of the committee's conclusion.
 - Discipline must be presented to the accused in writing at the Formal hearing.

22. Appeals Process

- 22.1 Appeals Committee made up of the President and five (5) advisors to be chosen from Membership at large. The advisors may not have a conflict of interest.
- 22.2 Appeals Committee must receive an appeal in writing to the President within fourteen (14) days of the disciplinary committee's ruling.
- 22.3 Individual filing appeal must provide a written statement explaining the decision they are appealing against and their case against the Disciplinary Committee's decision. This must be given to the President no later than ten (10) days before appeal date for the appeal committee to go over.
- 22.4 At the Appeals hearing the accused will be read the ruling but forth by the Disciplinary Committee. At this point they can present their particular position regarding the ruling or on its severity. Those discipline will be given the right to argue to lessen or void the punishment.
- 22.5 The Appeals Committee is to be given fourteen (14) days from the appeal to put forth its decision on the matter in question. They will be given time to consult with the Disciplinary Committee, HA and HC before making their decision.
- 22.6 The Appeals Committee may either uphold the Disciplinary Committee's Decision, void the Disciplinary Committee's decision or choose to lessen the Disciplinary Committee's Ruling.

23. Decision of Appeals Committee

- The Decision of the Appeals Committee shall be binding to all Members of the TMHA and shall be accepted as such by its Members and Representatives. If any Member of TMHA attempts to circumvent the Disciplinary process through any organisation outside of the TMHA they will be suspended from the Association until the matter can be resolved via a third party.

24. Suspension or Termination of Membership

- 24.1 Members of the association may withdraw their Membership at any time by notifying the President, Vice-President or Registrar in writing. Refunds for fees will only be given out in the case of an injury that is confirmed by a doctor.
- 24.2 TMHA claims the right to bar any members of TMHA that have been suspended or expelled from any TMHA events. This may include practices or games. In the case of a member winning right of appeal from disciplinary committee the disciplinary committee's decision will overrule.
- 24.3 Any Member of TMHA that fails to conduct themselves in an acceptable manner as set out by the Associations Bylaws may be asked to resign from

TMHA. This resignation will be decided by the Disciplinary committee and will be presented to the member in writing.

- 24.4 Any Member that has been asked to resign may exercise their right to appeal this decision. Their appeal must be presented to the President in writing within ten (10) days of the resignation request.

25. Fees

- 25.1 Player ice fees will be set at the Annual General Meeting
- 25.2 Registration fees will be based on the financial status of TMHA and the anticipated annual cost of ice rentals and other charges from the Thorhild Agricultural Society.
- 25.3 Under regulations of the Board, an additional player levy may be deemed necessary and appropriate for the unseen event of additional expense.
- 25.4 If a player quits, administration fee will be kept from fee reimbursement. See Policies for fee reimbursement specifics.
- 25.5 Players will not be able to play if they have outstanding fees from previous years.
- 25.6 Extra ice fees will be charged at the discretion of the Board.

26. Fair Play

- 26.1 TMHA requires all coaches to practice a Fair Play Policy during all league, provincial and tournament games.
- 26.2 Coaches, Team Officials, Players and Parents prior to the start of the season must discuss their Fair Play Policy to insure a clear understanding of coaching philosophy.
- 26.3 Fair Play Policy requires all Coaches to insure equal ice time to all registered players (with the exception of power plays and penalty kills).
- 26.4 Coaches will be suspended one (1) game if Fair Play Policies are grossly violated. Continued violations will result in assessment of coaching status.

27. Parents, Players, Team Officials and Coaches

- 27.1 Parents, Players, Team Officials and Coaches must sign and adhere to the Code of Conduct in the Bylaws before playing season begins.
- 27.2 Violations of the Code of Conduct may include eviction from TMHA events at the discretion of the Board.
- 27.3 Team Managers and Coaches will advise parents in regards to parent's ability to be in change rooms.

28. Registration of Players, Coaches and Team Officials

- 28.1 Registered Players, Coaches and Team Officials must abide by A.A.H.A. and the present league the Association belongs to.
- 28.2 Teams must register a minimum number of players on a team to follow HA rules.
- 28.3 Players will play in their appropriate age division unless they qualify as an overage/underage player. The Board and Team Officials, along with approval of Players parents, decides if a player should be moved to a higher/lower division.
- 28.4 All Coaches must complete Respect in Sport for Community Leaders
- 28.5 Coaches must have a valid vulnerable sector check with a copy provided to the Registrar by October 31. Vulnerable sector checks are valid for three (3) years at which point a new one will be needed.
- 28.6 Coaches that do not have a valid vulnerable sector check will not be allowed on the ice.
- 28.7 All teams must have a minimum one Team official per ten (10) players with a valid Safety Certificate.
- 28.8 Only registered Team Officials may be on the bench/ice at all times during games or practices.

29. Referees

- 29.1 Referees must be carded with A.A.H.A.
- 29.2 Minimum one Referee who must be more than one level above the game being officiated. HC, HA and League rules will be standard to be followed.

30. Dissolution

- 30.1 Upon dissolution, after paying debts and liabilities, any remaining assets or monies will be transferred to eligible charitable groups or be transferred in trust to the municipality, until such time as the assets can be transferred from the municipality to a charitable group approved by the Board.

General Regulations

1. These Bylaws may be altered either at the Annual General Meeting or by Special Resolution at a Special General Meeting with notice of alterations being given to Membership no less than twenty eight (28) day via social media, the TMHA website or through flyers. Resolution can only pass with $\frac{3}{4}$ - 75% of Members in attendance approving it. Quorum shall consist of no less than fifteen (15) voting members that are in good standing with TMHA
2. The President can call a Special meeting at any time. Members must be given fourteen (14) days warning before the Special meeting is held. Membership must be made aware of the meeting via all mediums available etc TMHA social media, flyers and phone lists. A quorum will consist of no less than ten (10) TMHA Members in good standing.
3. The Board shall review and update the bylaws every two (2) years. Any official updates/changes must be submitted to the corporate registry.
4. Reimbursement of expenses incurred while conducting TMHA business will be reimbursed by motion passed at a Board meeting with submission of a receipt.
5. Executive officers, the Board, Team Managers and Team Coaches are all voluntary positions. No Honorarium is given for any positions.
6. Travel expenses will be reimbursed as per regulations.
7. Coaches may request reimbursement for all required coaching courses to ensure team eligibility.
8. Player releases will be issued if the TMHA does not have a team at that player's age level, or if the players release does not affect the team numbers in a negative way.
9. Permission try out forms must be issued prior to try out and then full release forms will be granted.
10. Releases to higher categories but same division will be allowed only after current A.A.H.A. bylaws and regulations have been followed. These categories shall not be lower than AAA or AA.
11. Borrowing money for club purposes will only be allowed by a majority approval of the Membership.
12. All hockey equipment worn must follow HC, HA guidelines and must meet CSA standards.
13. During all practices or games on ice all Players must wear full gear.
14. During all practices Coaches must wear CSA approved helmets and skates.
15. Any on ice or off ice functions through TMHA must follow HC and HA sanctioning guidelines.
16. Players, Coaches, Team Officials and Parents must sign the TMHA Pledge prior to participating in any TMHA event.
17. When Bylaws specify that the Society may issue debentures they must indicate that debentures can only be issued by way of a Special Resolution of the Society.

18. All TMHA Executives and Officials are required to have a up to date vulnerable sector check to be held by the Registrar.
19. All Members have the right to review the books of the Association. These are held by either the Registrar or Treasurer. To view Members must ask to view the books by written request to the specific Director at which point they must be presented for review between fourteen (14) and twenty one (21) days from date written request was received.
20. Thorhild minor hockey does not have a seal registered to the association, no seal shall be used on official or unofficial documents.
21. A quorum for General Meetings of the society will consist of five (5) members in good standing.

➤ **Players' Pledge**

It is the intention of this pledge to promote proper behavior and respect for all participants within TMHA. All Players Must sign this pledge before being allowed to participate in hockey and must continue to observe the principles of Fair play.

- This pledge will be signed by the player at the start of each new season and submitted to the Team Manager to be kept on file. Please note that players in Initiation, Pre-Novice, Novice and Atom levels will not be required to sign this pledge BUT must be aware of it and its importance.

➤ **Coaches & Managers Pledge**

It is the intention of this pledge to promote proper behavior and respect for all participants within TMHA. All Coaches must sign this pledge before being allowed to participate in TMHA hockey and must continue to observe the principles of Fair play.

- This pledge must be signed by each Coach and any Assistant Coaches at the start of each new season and submitted to the Registrar to be kept on file.

➤ **Parents Pledge**

It is the intention of this pledge to promote proper behavior and respect for all participants within TMHA. All parents MUST sign the Parents' pledge before being allowed to participate with TMHA sanctioned events and must continue to observe the principles of Fair play.

- This pledge must be signed by all parents/guardians at the start of each new season and submitted to the Registrar to be kept on file.

Thorhild Minor Hockey Association Players' Pledge

1. I will play hockey because I want to, not because coaches or others want me to.
2. I will play by the rules of hockey set out be HC, HA and any League I am playing in while observing the spirit of the game.
3. I will control my temper – fighting or “mouthing off” can spoil the activity of everyone.
4. I will respect my opponents.
5. I will do my best to be a true team player.
6. I will remember that winning isn't everything – that having fun, improving skills, making friends and doing my best are also important.
7. I will acknowledge all good plays and performances – those of my team and my opponents.
8. I will remember that coaches and all officials are there to help me. I will accept their decisions and show them respect.
9. I will abide by and adhere to the Bylaws put forth by TMHA.

I agree to abide by the principles for this CODE as set and supported by the Thorhild Minor Hockey Association.

I also agree to abide by the rules, regulations and decisions by the Thorhild Minor Hockey Association.

Print

Date:

Signature

Date:

Thorhild Minor Hockey Associations Coaches and Managers Pledge

1. I will be reasonable when scheduling games and practices remembering that young athletes have other interests and obligations.
2. I will teach my athletes to play fairly and to respect the rules, officials, opponents and teammates.
3. I will ensure all athletes receive equal instruction, discipline, support and appropriate fair playing time.
4. I will adhere to and abide by the Fair Play Bylaw as put forth by TMHA.
5. I will not ridicule or yell at my athletes for making mistakes or performing poorly. I will remember that children need a coach they can respect. I will be generous with praise and set a good example.
6. I will not settle disagreements with Players, Parents or other Team Officials on the ice or in front of the general public. I will abide by the 24 hour rule before confronting anyone with a disagreement. All disagreements will be resolved in a private setting.
7. I will obtain proper training and continue to upgrade my coaching skills.
8. I will abide by and adhere to the Bylaws put forth by TMHA.

I agree to abide by the principles of this CODE as set and supported by the Thorhild Minor Hockey Association.

I also agree to abide by the rules, regulations and decisions as set forth by the Thorhild Minor Hockey Association.

Print

Date:

Signature

Date:

Thorhild Minor Hockey Association Parents Pledge

1. I will not force my child to participate in hockey.
2. I will remember that my child plays for their enjoyment, not mine.
3. I will encourage my child to play by the rules and to resolve conflict without resorting to hostility or violence.
4. I will teach my child that doing one's best is as important as winning so that my child will never feel defeated by the outcome of the game.
5. I will make my child feel like a winner every time by offering praise for competing fairly and hard.
6. I will never ridicule or yell at my child for making a mistake or losing a game.
7. I will remember that children learn by example. I will applaud good plays and performances by both my child's team and their opponents.
8. I will never question the official's judgement or honesty in public. I recognize officials are being developed in the same manner as players.
9. I will support all efforts to remove verbal and physical abuse from all hockey games.
10. I will respect and show appreciation for the volunteers who give their time to hockey for my child.
11. I will abide by the twenty four (24) hour rule before confronting and individual with a disagreement.
12. Any verbal or physical abuse will not be tolerated. Anyone abusing a Referee, Coach, Player, TMHA Official, Parent or other spectator in our home arena will be asked to leave immediately. RCMP will be contacted if necessary. Any abuse in other arenas will be dealt with at the discretion of the TMHA Executive and the offender may be asked to refrain from attending games.
13. I will abide by and adhere to the Bylaws put forth by TMHA

Print

Date:

Signature

Date: