

BYLAWS AND REGULATIONS

OF

VEGREVILLE AND DISTRICT MINOR HOCKEY

ASSOCIATION (“VDMHA”)

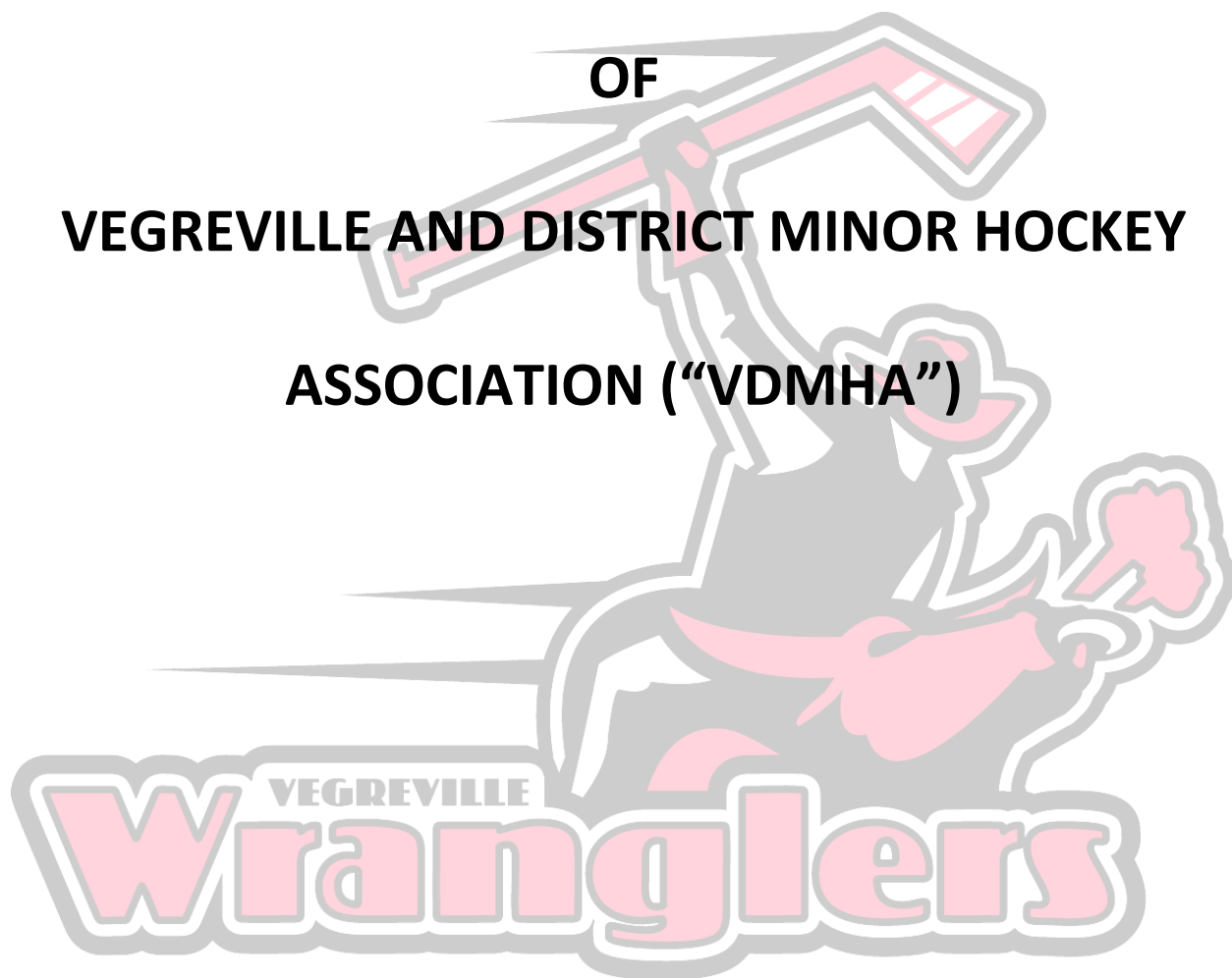


TABLE OF CONTENTS

INTERPRETATION Page – 3

BY-LAWS Page – 4

REGULATIONS Page - 8

PART 1 – AUTHORITIES Page - 8

PART 2 – RESPONSIBILITIES OF EXECUTIVE AND DIRECTORS Page - 8

PART 3 – COLORS AND CRESTING Page - 10

PART 4 – FINANCIAL AUTHORITIES Page - 10

PART 5 – SOCIETY PLAYING EQUIPMENT Page - 11

PART 6 – TEAMS AND PLAYERS Page - 12

PART 7 – COACHES AND MANAGERS Page - 14

PART 8 – TOURNAMENT REGULATION Page - 15

PART 9 – RESPONSIBILITIES OF THE HEAD COACH Page - 16

PART 10 – RESPONSIBILITIES OF A MANAGER Page – 17

PART 11 – RESPONSIBILITIES OF AN ASSISTANT COACH Page – 18

PART 12 – RESPONSIBILITIES OF A PARENT/GUARDIAN Page - 18

PART 13 – VDMHA IMPORT POLICY Page – 19

PART 14 – AA POLICY Page – 19

PART 15 – CO-ED DRESSING ROOM POLICY Page – 19

PART 16 – SOCIAL MEDIA POLICY Page - 20

APPENDIX A Page - 21

INTERPRETATION

1. INDEX AND HEADINGS

The insertion of headings and the provision of an Index are for convenience of reference only and shall not affect the construction or interpretation hereof.

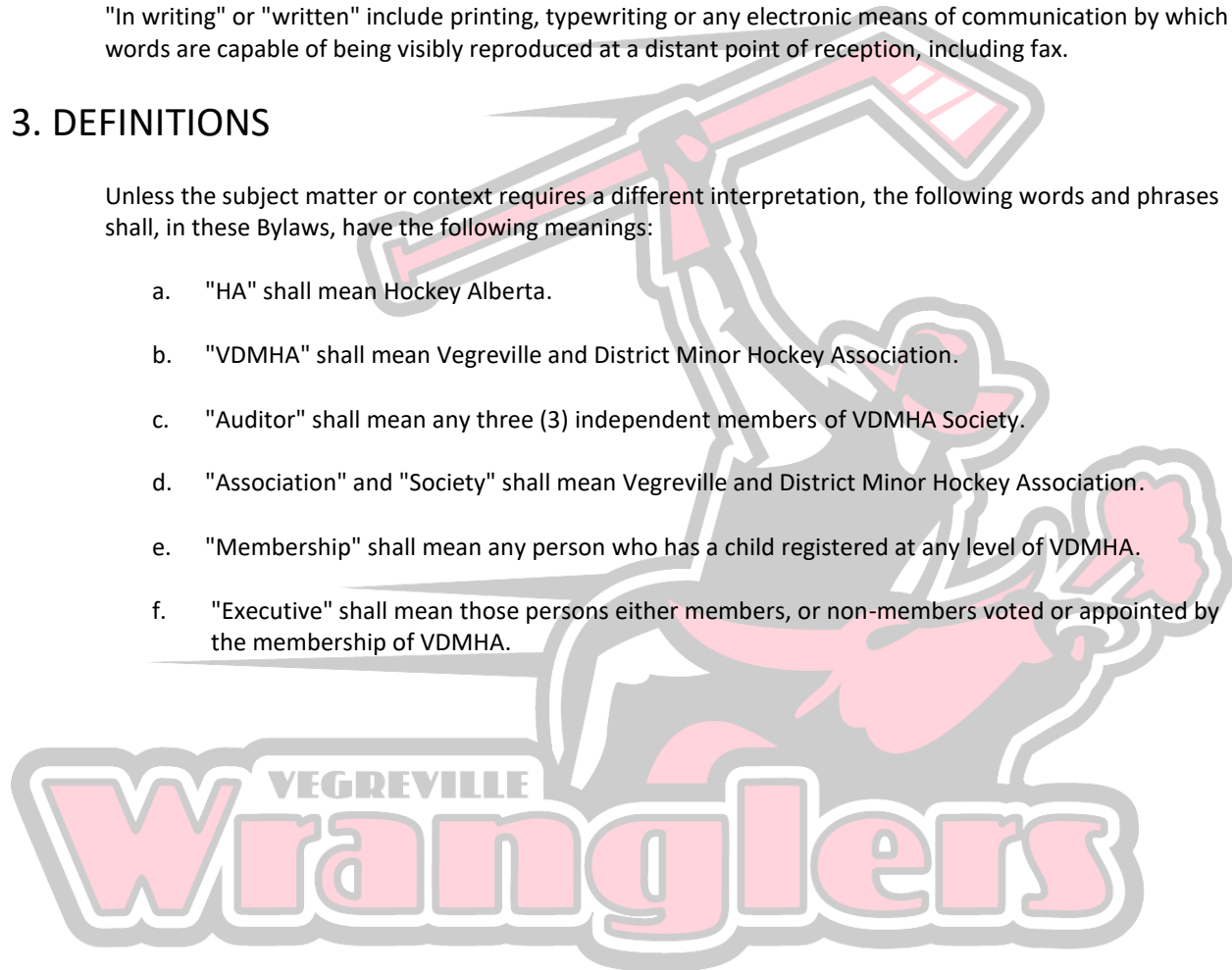
2. IN WRITING

"In writing" or "written" include printing, typewriting or any electronic means of communication by which words are capable of being visibly reproduced at a distant point of reception, including fax.

3. DEFINITIONS

Unless the subject matter or context requires a different interpretation, the following words and phrases shall, in these Bylaws, have the following meanings:

- a. "HA" shall mean Hockey Alberta.
- b. "VDMHA" shall mean Vegreville and District Minor Hockey Association.
- c. "Auditor" shall mean any three (3) independent members of VDMHA Society.
- d. "Association" and "Society" shall mean Vegreville and District Minor Hockey Association.
- e. "Membership" shall mean any person who has a child registered at any level of VDMHA.
- f. "Executive" shall mean those persons either members, or non-members voted or appointed by the membership of VDMHA.



BY-LAWS

1. The name of the Society shall be "Vegreville and District Minor Hockey Association.
2. The Vegreville and District Minor Hockey Association, herein referred to as "VDMHA", shall abide by the rules as set down by the Alberta Amateur Hockey Association and Hockey Canada Association and be in good standing and shall also be governed by those rules and regulations as shall be set down by the Executive of the Society from time to time.
3. Membership in the Society shall consist of a) the parents or legal guardians of a child who is registered as a participant in VDMHA, or b) any other member from the general public. Membership shall be representative of the Vegreville and District community in so much as it does not depend on an individual's relationship with a particular individual, and it is not restricted by gender, ethnic, racial, or cultural background. Up to four people without a child registered in VDMHA may be voted in to sit on the Executive. Payment of the prescribed registration fee each year shall constitute payment of any membership fee.
 - a. Membership may be terminated by a member submitting in writing to the Secretary indicating that the member wishes to terminate the membership and effective upon receipt of such notice, the membership shall be terminated but the refund of any registration fee shall be at the sole discretion of the Executive. If the Executive agrees to refund the registration fee, it will be prorated.
 - b. A member may be expelled from the Society for any breach of the regulations of the Society, for grossly abusing any position he/she might have through word or deed, or for conduct not consistent with the goals and aims of Hockey Alberta.
 - c. A member can only be expelled as a result of a resolution by majority vote of the Executive:
 1. In the event the Executive shall pass a resolution by majority vote requiring the expulsion of any member, then they shall present such a proposal by way of a motion to the next General Meeting and that such a motion must pass by a two-thirds (2/3) majority of the member present at that meeting to expel a member.
 2. In the event the Executive do not wish to propose such an expulsion of a member, any member can by providing a notice of motion to each member, propose the expulsion of any member at the next General Meeting, and such member can only be expelled if there is a two thirds (2/3) majority vote to expel such member by those members present at the meeting. Any such notice shall be required to be given at least ten (10) days prior to any meeting being called for this purpose.
4. The Society shall be the governing body for all minor hockey in the Town of Vegreville in the Province of Alberta registered with the VDMHA.
5. The Executive shall consist of the President, Vice-President, Secretary, Treasurer and as many Directors as required.
6. The duties of the Executive shall be as follows:
 - a. The Executive shall be responsible to the general membership and shall have full control and management of the Society within the By-laws and shall serve in the best interest of the majority of the members.

- b. Should a vacancy occur during the year the Executive shall be empowered to appoint a member of the Society to fill the position for the balance of the term.
 - c. The President shall be "ex-officio" a member of all the committees.
 - d. The President shall preside at all meetings and in his absence the Vice-President shall preside.
 - e. Any two of the three consisting of the President, Secretary and Treasurer are empowered to sign a cheque issued in payment of an expense incurred by VDMHA.
 - f. The Vice-President shall preside at all General and Special meetings of the Society and all meetings of the Executive in the absence of the President and shall accept responsibility for the supervision of those committees. In addition, if the President is absent the Vice-President may exercise signing authority conferred upon the President in part (e) of this Section.
 - g. The Secretary shall be responsible for all books and minutes of all meetings of the Society and the Secretary shall also conduct correspondence on behalf of the Society.
 - h. The Treasurer shall keep a record of all monies received and disbursed and present at each Annual Meeting a report on the year's operation and present annually a duly audited notice to reader.
 - i. The Executive shall have the power to appoint the auditors each year.
 - j. Executive members who miss three (3) consecutive meetings or fail to fulfill their obligation as required by the Regulations, shall have their position terminated by vote of the Executive.
7. Any document required to be signed on behalf of the Society shall be properly signed and executed if signed by any two (2) of the following members of the Society: President, Secretary, Treasurer on in the absence of the President, the Vice-President.
 8. All players in the Society teams shall complete and return a registration form as set out by the Society each year and said registration form must be completed and presented to the Society no later than January 10th of each year or at the discretion of the Executive.
 9. The referees shall be registered with the Referees Society of Hockey Alberta.
 10. The Executive shall cause to be called an Annual Meeting on or before the 15th day of June each year for the purpose of having any Director submit a report for the previous year, to present the financial report for the previous year, to present the proposed budget for the coming year and such other matters as the Executive and the membership shall determine and to elect.
 11. The year end of the Society shall be on the 30th day of April in each year.
 12. At each Annual General Meeting of the Society the general membership shall elect the President, Vice-President, Secretary and Treasurer. In addition thereto, the general membership shall elect as many directors as they deem fit to ensure the proper functioning of the Society to a maximum of twenty-one (21).
 13. At least fifty percent (50%) of the members of the Executive shall be necessary to form a quorum for the conducting of an Executive meeting.

14. At least twenty (20) members of the membership must be present at the General Meeting or Special Meetings to form a quorum.
15. Each registered member shall be entitled to one (1) vote.
16. Voting:
 - a. Any member who has not withdrawn from membership or been suspended or expelled shall have the right to vote at any general or special meeting of the Society.
 - b. All such votes must be made in person and not by proxy or otherwise.
 - c. At all meetings of the Association voting shall be by show of hands or secret ballot at the discretion of the President.
17. Every carded coach in VDMHA must possess a minimum NCCP Coach Level Certificate. This certificate must be obtained by December 15 of the year in which the person is to be carded. No Coach Level certificate means no coach card which means the person in question is not allowed on the ice for practices and is also not allowed on the bench during games. If a person doesn't obtain the certificate by said date, they will not be eligible to coach in subsequent years until the course is completed.
18. The Executive shall have the power to appoint all Managers, Coaches and Assistant Coaches and arrange for all refereeing and scheduling of all minor hockey games. In addition thereto, all Coaches and Managers are empowered to appoint trainers. Notwithstanding, Coaches and Managers so appointed aforesaid persons must advise the Executive of VDMHA in writing of said appointments no later than November 1st or by the first league game of the current year.
19. The Executive of VDMHA has full and complete control of all Managers, Coaches, Assistant Coaches, Trainers.
20. If any Manager, Coach, Assistant Coach, Trainer, Player and/or Parent acts in a scandalous, infamous or disgraceful manner and brings into disrepute the reputation or principles of VDMHA or Amateur Hockey in general, the President of VDMHA is empowered to remove that person forthwith from that position. Any person so removed is not entitled to assist in any fashion with any team in the Society.
 - a. If a suspension is upheld and the person removed feels aggrieved, they have the right to appeal the decision to the VDMHA Executive in writing within five (5) days. The appeal will be forwarded to an appeals committee as set forth in the VDMHA Discipline Policy.
 - b. If the removal is again upheld, and the person feels aggrieved they have the right to appeal to HA under Section 13.03 of Hockey Alberta By-laws. Any decision of HA shall be binding upon VDMHA.
21. Every parent/guardian will be responsible to participate in fundraising as required per family registered in hockey, with prepayment at time of registration. Amount to be determined by the Budget Committee prior to registration.
22. Unless authorized by a member at a General Meeting no member of the Society shall be entitled to receive remuneration for their services as an Executive member except for reimbursement of expenses, but this shall not prevent payment to an Executive member for other services provided.

23. Annual General Meetings, Annual Meetings or Special Meetings throughout the year shall be called by the President and a notice shall be provided of such a meeting at least one (1) week prior to said meeting, by posting on social media, on the web page, or with in the Town of Vegreville.
24. Special Meetings of the membership shall also be called by the President within ten (10) days upon the written request of ten percent (10%) of the members in good standing of the Society.
25. The Secretary shall maintain all the records of the Society. Any member shall be entitled to inspect any book or records of the Society and shall provide seven (7) day's notice in writing to the President requesting the inspection of the books and records, and such member shall be provided the opportunity in inspecting the books and records upon payment of One Hundred Dollars (\$100), such books and records to be provided for inspection at the residence of the current Secretary or another such place convenient to the Secretary.
26. The Secretary shall maintain the Society seal and use it as authorized by the Executive.
27. The Executive shall appoint, prior to each annual general meeting an auditor who will audit the records of the Treasurer and the auditor shall endorse the Treasurer's report, in the form of a Notice to Reader, prior to such report being submitted to the Annual Meeting.
28. These By-laws may be rescinded, altered or amended by a Special Resolution passed by a three quarters (3/4) majority of the members present at a Special or General Meeting called for such purpose, and at which time there is a quorum.
29. For the purpose of carrying out its objectives, the Society may borrow or raise or secure the payment of money in such a manner as the Executive shall arrange, but in no case shall the power to borrow money by the Executive be conducted without first having the approval of the general membership.
30. The Executive are empowered to make regulations under these By-laws governing the day to day operation of the Society. These regulations may be added to, amended or deleted by a majority vote of a quorum of the Executive. In no instance, however, shall these regulations interfered, be in contradiction to or replace any section of these By-laws.
31. An Executive member cannot vote on coach selection unless that person is in good standing.
32. Dissolution Clause:
In the event that the VDMHA dissolves, all gaming proceeds will be dispersed evenly among the minor sports programs operating in the Town of Vegreville in the Province of Alberta.

REGULATIONS

PART 1 – AUTHORITIES

1. These Regulations are made under the authority of Section 30 of the By-laws governing the Vegreville and District Minor Hockey Association, hereinafter referred to as VDMHA or the Society.
2. These regulations may be added to/amended/deleted by a majority vote of a quorum of the Executive.
3. These regulations are designed for and intended to govern the day to day administrative and financial operation of the Society.
4. Where the term "he" appears it shall also be construed to mean "she".

PART 2 – RESPONSIBILITIES OF EXECUTIVE AND DIRECTORS

1. The positions of:
 1. President
 2. Vice-President
 3. Secretary
 4. Treasurershall function in accordance with the provisions of Sections 6 and 7 of the By-laws of the Society.
2. In addition to the aforementioned positions on the Executive there shall be a group of people known as Directors called upon to perform various duties to assist in the efficient operation of the Society. For the purpose of these regulations, the position of Past President will be recognized as a Director.

The duties of a Director may be comprised as follows:

- a. Level Director: To be the liaison between the coaches/players/parents of the particular level in question with the Executive. In addition he may from time to time be required to adjudicate on player movement within the Society. He will be required to attend the first meeting held by each team within his level. He will be required to assist in the planning and operation insofar as tournaments are concerned. He will be involved in coach selection at his level. Will, whenever possible, attend league meetings with the league director for the assigned level. The level director cannot have a child participating in the same level as he is involved.
- b. Ice Assigner: Involves the scheduling and assigning of all ice times for the Society. Liaison with the Town of Vegreville Recreation Department and other user groups for the Vegreville Arena. Will have total responsibility and authority for the scheduling of all practices and games for the VDMHA. He may at times be required to purchase ice slots at other locals for the purposes of fulfilling the ice obligations of the Society. Will liaise with the Referee Assignor, in providing a scheduled of games to be played. Will maintain the schedule posted in the arena. He is responsible only to the Executive of the Society.

- c. Referee Assigner: Responsible for the assigning of all on ice officials for all league, exhibition and provincial games held under the auspices of the Society. Will be totally responsible for the assigning of all on ice officials at his/her discretion and is responsible only to the Executive.
- d. Equipment Director: Responsible for maintenance, purchase and control of all equipment owned by the Society. This includes all jerseys and first aid kits.
- e. League Liaison: Responsible for all league meetings that VDMHA is involved with and report back to the Executive of the Society. Will from time to time based on the By-laws of individual leagues be required to serve on boards within the league. The League Director is not empowered to move teams from level to level without the knowledge of the Executive. Will be responsible to ensure league fees are paid through consultation with the Treasurer, and further to ensure all obligations within the league are met.
- f. Fund Raising Chair: Responsible for all fund raising activities within VDMHA. This will include supervising all 50/50 draws and like activities under the authorization of the Gaming and Liquor Act. Is required to approve all fund raising activities, and ensure firstly the activity is legal and within the licensing regulations, and secondly the activity is within the regulations as set out by the Society. Lastly, the chair will be responsible for reports to the appropriate Government authorities as required.
- g. Registrar: Responsible for all player registrations including team sheets and cards. Liaison with Hockey Alberta and Zone 2 regarding registration. Responsible for all player affiliation. Will be responsible in conjunction with the Treasurer for the collection of registration fees.
- h. Director of Coaches: Shall be the best of his/her ability recruit, direct and oversee the coaches under the jurisdiction of the executive to ensure all registered players in VDMHA receive the highest standard of coaching and leadership available. He or she must have or attain a minimum of coach's level certification at the earliest possible opportunity if not certified already.
1. Shall work with the Registrar to ensure all teams and coaches are aware of and meeting all coaching qualifications
 2. Shall notify all potential and active coaches of coaching clinics being offered in the affected season. Also assist in methods, literature, and other aids during his/her tenure.
 3. Shall form part of the Coach selection committee and be the official spokesperson when presenting names of coaches to the board for approval
 4. Shall evaluate all coaches in practice and game situations to ensure proper techniques, leadership, sportsmanship, and manners are being displayed to the best of the coach's ability.
 5. Shall not be responsible for selecting assistant coaches or team managers and shall not be responsible for player discipline, officiating complaints, or player/coach disputes.
 6. Shall in form all coaches of a minimum coaching requirements and methods for each level of team skill.

- i. Development Director: Responsible for coordinating all aspects of player development from Initiation to Midget and if applicable responsible for the operation of the power skating program.
- j. Tournament Director: Responsible for determining which teams will be selected for hosting a tournament on a yearly basis. Will provide guidance to teams hosting said tournament(s).

PART 3 – COLORS AND CRESTING

- 1. The colors of the VDMHA jerseys shall be basic red, white and/or black as set by the executive.
- 4. All sponsorship shall be approved by the VDMHA Executive.
- 5. The Vegreville Wranglers' logo will be as attached in Appendix A. Colors being black, white and red. As of April 15, 2008, any and all purchases by VDMHA and its members shall use this logo.

PART 4 – FINANCIAL AUTHORITIES

- 1. At the commencement of each playing year or as dictated by the Executive, the Treasurer shall prepare a proposed budget for the upcoming year. The budget shall be approved by a majority vote of the Executive.
- 2. These budget guidelines shall be strictly adhered to and can only be amended by a two-thirds (2/3) majority vote of the Executive.
- 3. No major expense may be incurred by any member of the Executive without a majority approval of the Executive, with the exception of the Booth Director.
- 4. To facilitate Society operations, however, the under noted authorities are hereby delegated to the persons occupying the positions noted:
 - a. President:
 - 1. May incur any expense up to \$500.
 - 2. Annual General Meeting \$0.50¢ per km plus incurred expenses (receipts required) and accommodation.

b. Treasurer:

1. May pay any expense approved and authorized by the Society. Either any particular amount as set by the budget up to and including the maximum budget amount or any expense approved by the Society.
2. May also refund any players/officials fee if requested on a pro-rata basis as determined by the Treasurer using the formula (\$ total fee divided by 6 months). Fees for representative team tryouts and power skating are non-refundable, as the fee is based on projected usage.

c. Equipment Director:

1. Is the only person authorized to purchase equipment for VDMHA. Upon establishment of equipment budget the Equipment Manager may purchase equipment as he sees fit, however, all efforts will be made to purchase locally if price is competitive. His financial authority for purchases is only limited by the amount set by the budget.
5. Travel expenses for meetings at \$25.00 per person if distance reasonable.
6. Referee fees will be determined by the Provincial Referees Association. Mileage to those referees residing within the boundaries of VDMHA will be paid at a set rate as determined by the Executive prior to the commencement of each season. The sum of \$25.00 will be deducted from any referee who does not show up for a scheduled game.
7. Any team registered with VDMHA that is entitled to participate in a Provincial Tournament shall receive at VDMHA expense 140 VDMHA pins for distribution, when available. Pins for tournament play other than Provincials will be at the expense of the team requesting.
8. Any team registered with VDMHA that is entitled to participate in a Provincial Tournament and the Society shall pay for the registration fee.
9. Two members of the Society, the President and the Vice-President, or two members authorized by the Executive, at the Society expense, are to attend the Annual Spring Meeting of the Hockey Alberta Association.

PART 5 – SOCIETY PLAYING EQUIPMENT

1. The Equipment Director is responsible for all equipment on inventory to VDMHA. Inventory must be logged and accounted for annually.
2. At the commencement of each playing season, the Equipment Director shall distribute to each coach as he sees fit, jerseys and necessary equipment, with a \$200 deposit of a postdated cheque, which will allow each team to participate in play. Individual teams are responsible for the purchase of their own pucks.
 - a. Each coach or manager will sign for the said equipment and be responsible for its safe guarding throughout the year.
 - b. Team jerseys shall not be distributed to the team players at any time during the year.

- Coaches shall distribute them on a game by game basis.
- c. VDMHA will provide goaltenders equipment up to and including Pee Wee level.
 - d. Any lost equipment is the responsibility of the person signing for it. At the discretion of the Executive, that coach may be held financially responsible for lost equipment or equipment damaged through misuse.
3. At the commencement of each playing season, the Equipment Director shall distribute to each coach as he sees fit, jerseys and necessary equipment. Individual teams are responsible for the purchase of their own pucks.
- a. The deposit shall be refunded to the person upon the advice of the Equipment Director once the equipment is returned. If the Equipment Director deems that there is irresponsible wear and tear to the equipment borrowed, he can recommend to the Executive a partial penalty, or no refund.
 - b. Team jerseys shall not be distributed to the team players at any time during the year. Jerseys shall be distributed on a game by game basis.
4. All other equipment shall be loaned/distributed at the discretion of the Equipment Director. Use of equipment must be recorded in a logbook, and re-entered into the written inventory, and must be returned by April 15th of the current year.

PART 6 – TEAMS AND PLAYERS

1. The name of the teams playing under the auspices of VDMHA shall be "Vegreville Wranglers".
2. Representative teams shall be established at the following levels:
a. U-11 b. U-13 c. U-15 d. U-18
3. Prior to team selection the executive will appoint a team selection committee. The committee will evaluate all players. 2/3 of the representative team players are to be selected by the appointed committee. 1/3 is to be selected by the coach and then submitted to the committee for their final approval prior to announcing the team.
 - a) Team selection will be discussed with each player by development director/level director and coach post tryout.
4. Teams shall participate in the leagues as assigned by the Executive of the Society.
5. The number of teams to participate in the VDMHA shall be as determined by the Executive at the first Executive meeting upon completion of player registration for the current year.
6. Players must register for participation in VDMHA at the correct level according to their date of birth. Exceptions can be made for overage players with the approval of the President, League Governor and the AH representative.
7. A player may be permitted to move up levels of play within the Society as deemed necessary by executive under the following conditions:
 - a. Parents/Guardians of the youth must apply in writing to the Society for upward movement prior to November 1st of the current playing year for those players not playing

representative hockey.

- b. Parents/Guardians of the youth must apply in writing to the Society for upward movement prior to the commencement of representative team tryouts for those players playing representative hockey.
- c. The movement will be allowed only if it does not disadvantage the lower level in terms of player numbers, which must be at minimum levels of thirteen (13) skaters per team and three (3) goaltenders for each two (2) teams. If player numbers are below this, player movement will not be allowed.
- d. Player movement upwards will only be considered for 2nd year players in the category they belong, i.e. 2nd year U13 to U15, or 2nd year U11 to U13. First year players will not be considered.
- e. A committee consisting of the Vice President, the Level Director and Development Director must approve the upward movement of the youth after evaluating the youth determining if he is capable of making the top eight (8) of the representative team he is trying out for. Goaltenders must be ranked at least second out of all goaltenders trying out for the team in question. The coach will provide this committee with his assessment of the player to assist in their determination. This evaluation will include at least two (2) exhibition games with the team the youth is applying to move to.
- f. Further to the above noted, the movement must be deemed beneficial to both the youth and VDMHA for same to be considered.
- g. The decision of the committee is binding upon the parent/guardian for the immediate time.
- h. Should the youth not be allowed to advance upward the parent/guardian has the right to appeal the decision in person to the Executive. The decision of the Executive is final.
- i. Further, once the committee makes their determination, the Coach still has the final say as to whether he will include the player on his roster. If an underage player is accepted on a representative team, the team receiving the player will be required to place said player in one of the allotted import positions provided for under the Import Player policy for representative teams.
- j. Initiation movement to Novice, evaluation required only by the Novice Director.

This policy is intended for those youth who are truly exceptional hockey players at their own level, and are disadvantaged to some degree by the lack of competition. VDMHA teams are registered in very strong leagues and for the clear majority of players will provide ample competition. The movement of too many players will only result in teams not being able to compete at their respective levels.

8. Players will be given the opportunity to try out for the Team identified within the AA Hockey Model outlined by BA as their "Resident Recruitment Area Team". If the player does not make their Resident Recruitment Area Team, they must return to their Resident MHA.

A second try-out may be granted by the League based on the needs of the terms in surrounding recruitment areas. Second try-out are only permitted in cases where specific circumstances dictate the need for movement in order to improve the competitiveness of another Recruitment Area team and are

not intended to permit players the opportunity for multiple try-outs. A second try-out will only be entertained if:

- a. Prior to September 1, a Recruitment Area has declared to the League that they are in need of players due to a low turn-out of eligible players registering for try-outs; or

Prior to September 15, a Recruitment Area has declared a low number of players attending try-outs that are capable of playing at the AA level

- b. The release does not leave the level in question with VDMHA with less than the required number of players to field a team.
- c. In the event that a player is unsuccessful while under permission to try-out with another association and they return to the VDMHA as a registered player, they will be evaluated for appropriate placement by the "player placement committee". This committee will consist of a minimum of 3 minor hockey board appointed members. The player will be evaluated to determine what skill level they are at and subsequent recommendation will be provided to the minor hockey board indicating where the player should be placed. A ruling by the board will be implemented upon review of the committee's evaluation.
- d. In the event that a player relocates within the VDMHA boundaries prior to the Hockey Alberta deadline and registers as a player, they will be evaluated for appropriate placement by the "player placement committee". This committee will consist of a minimum of 3 minor hockey board appointed members. The player will be evaluated to determine what skill level they are at and subsequent recommendation will be provided to the minor hockey board indicating where the player should be placed. A ruling by the board will be implemented upon review of the committee's evaluation.

9. In accordance with the requirements for liability insurance, all persons taking part in Tryouts, Practices, Games under the auspices of the Society must:

- a. Complete a registration form.
- b. Pay the required registration fee.
- c. Be carded as a coach/manager/trainer.

Prior to participating in on ice activities:

- d. Provide a letter of permission signed by the President and Secretary from their last registered Society for any tryouts, excluding VDMHA registered players.
- e. Any non VDMHA registered players must have in addition to Letter of Permission, a Release before participation in any league games.

PART 7 – COACHES AND MANAGERS

1. Those persons desirous of a coaching position must submit a resume prior to the date predetermined and advertised by the Executive of the Society, outlining which team they wish to coach and their qualifications.
2. All coaches must have the proper certification as set out by Alberta Hockey.
3. Coaching applications will be reviewed by a committee consisting of the Coaching Director, Past President, Vice-President, Level Director (for the level applied for), and the Development Director. If any of the member filling these positions has not been an executive member in good standing the VDMHA Executive shall appoint other members of the executive to the Coach Selection Committee. This committee will select a coach based upon majority vote and will then present this recommendation to the VDMHA Executive and Directors, who will vote to approve the recommendation. The Executive and Directors must approve the decision of the committee unless just cause is shown, and this must be presented in writing to the Committee members.
4. In the event a coach applies to coach the representative team, and has a child trying out for this team, the child will be independently assessed by the Vice-President, Level Director and the Development Director to ensure the youth is capable of playing at that level, and can in fact justify a placement on the representative team. The child need not be in the top eight (8), simply within the parameters of the skill level displayed by the other players on the team. In the event the player cannot, this coach will be given the option of continuing or applying to coach the lower level team where the child will be placed. This is not appealable, the coach in question will simply be asked to step down in the event of a dispute and another coach assigned. The child will then be assessed by the next coach on their own merits and may or may not be chosen for the representative team.
5. Managers for representative teams shall only be chosen after the team players have been chosen by the coach assigned to that particular representative team. Likewise an Assistant Coach position cannot be chosen until all players have been chosen, unless the applicant has no children trying out for the team.
6. Coaches chosen by VDMHA will be responsible for their Assistant Coaches and Managers but are expected to uphold the same standards in choosing these persons.
7. A person shall not be appointed coach solely because he is the only applicant.

PART 8 – TOURNAMENT REGULATIONS

1. VDMHA Executive approves annual scheduled tournaments:
2. The executive approves that the Tournament Director/Directors shall canvass any business in or around the Town of Vegreville on behalf of the VDMHA for collection of any donations, gifts, advertisements at the beginning of the year. The Executive are to obtain a copy of the request letter prior to canvassing the businesses. No society member shall canvass any business or person in the Town of Vegreville for funds, equipment or any type of concession for either the Society or a team registered with the Society. Tournament Director/Directors will be responsible for the disbursement of the collections after October 15th of that year to sponsoring teams, levels and/or players.
3. Any team or level registered with VDMHA may obtain approval from the Executive to sponsor a tournament as long as request is in writing and submitted forty-five (45) days prior to anticipated

date of tournament accompanied by a \$250 cheque for a deposit.

- a. Deadline in place so that tournaments may be held in Vegreville and have the appropriate amount of time to re-locate league games (availability of Mundare Ice).
 - b. Team/teams sponsoring a tournament shall at least one (1) month prior to the tournament, submit to the Executive of the Society a budget for approval.
 - c. Team/teams sponsoring a tournament shall no later than one (1) month after the tournament submit financial statements to the Executive of the Society.
4. If the sponsorship of a tournament results in a loss to the team the loss shall be absorbed by the Society. The Society, however, reserves the right to hold the team/teams liable for the whole loss or a portion thereof if the Executive deems the loss attributable wholly or in part to the mismanagement or neglect by the team/teams sponsoring the tournament.
 5. All VDMHA sponsored tournaments are deemed fundraisers for VDMHA. Any profit generated from a VDMHA sponsored tournament belongs to VDMHA.
 6. Any society member who violates any of the above regulations shall be dealt with in accordance with Section 21 of the Bylaws of the Society. Any funds realized by any person/team in contravention of the above regulations shall be forfeited to the Society.
 7. VDMHA shall not grant any gaming licences to individual teams. VDMHA shall control all gaming licences (tournament raffle tables, cash raffles, 50-50 draws, Oiler 50-50 draws, casinos, etc.) and all profits generated by such licences shall belong to VDMHA.

PART 9 – RESPONSIBILITIES OF THE HEAD COACH

1. A head coach is the senior official responsible for the overall operation, organization, and management of a team. They must have coaching certifications listed by Hockey Alberta.
2. A head coach is expected to conduct himself in a mature and sportsmanlike manner and refrain from using overt displays of foul language, intimidation or any display of violence towards players, parents, referees or others encountered in the operation of the team.
3. A head coach is responsible for discipline and conduct amongst his players and other team officials during games and other on or off ice activities of the team.
4. A head coach is responsible for directing the development of each and every player on his team. All players, irrespective of skill level, must be afforded an opportunity to participate in an equal and consistent manner during games.
 - a. Exceptions:
 1. The common practice on teams with a limited number of players to use fewer defencemen, centers, or goaltenders is considered reasonable within this guideline.

2. A coach may assume responsibility for unequal ice time in situations where the loss of a particular game would significantly affect the opportunity for the team to participate in further competitions or to achieve meaningful milestones such as in play-offs, tournaments or Provincial play.
3. A coach of representative teams is afforded greater flexibility to allocate ice time on the basis of a player's effort and abilities (special teams). However, the coach still has the primary responsibilities to direct the development and provide reasonable playing time to each and every player. The head coach should provide each player and parent/guardian with an idea of his philosophy in this regard prior to the decision being reached to play on the representative team.
4. A coach may reduce a player's playing time, or sit the player out, for disciplinary reasons related to the player's behavior, attitude or deportment towards team management, officials or his teammates. A coach should clearly communicate his reasons for invoking this exception directly to the player.
5. A coach is subject to disciplinary action for scandalous, infamous or disgraceful manner set forth in the By-laws of the VDMHA.
6. Coaches are reminded VDMHA considers overall player development, team coherence and progression, in a healthy competitive attitude to be far more significant barometers of team performance than the win/loss record.
7. Coaches are to maintain good communication with co-officials, players and parents. Coaches must be accountable for their actions but they are not required to justify their coaching approach to parents. Should persistent concerns arise between team officials, parents and other individuals, the coach should call on the respective Level Director to resolve the issue. Issues not resolved by the Level Director should be forwarded by the Director or the coach to the VDMHA Executive. If forwarded by the coach, the Level Director must be apprised of such action.
8. The coach is responsible for the efficient use of all ice times and must report incidents of unused ice time or unneeded ice time to the Ice Assigner, or in his absence, to the Level Director.

PART 10 – RESPONSIBILITIES OF A MANAGER

1. A manager works under the general direction of the head coach and is normally responsible for the administration of the team.
2. A manager has the primary responsibility for the off-ice activities and typical duties are:
 - a. Develop playing schedules for the team.
 - b. Collects and administers team funds.
 - c. Organizes travel schedules to games and special events.
 - d. Arranges for required travel and special event permits.
 - e. Develops communications with the parents and chairs parent meetings.
 - f. Keeps control of player and team official card sets.
 - g. Assists on the players bench during games.

3. A manager may be required to assist with practices or to act as assistant coach during his absence.
4. A manager is expected to conduct himself in a mature manner and is subject to the same guidelines and disciplinary action as described for the head coach.
5. In the event of concerns relative to team operations a manager initially is encouraged to deal directly with the individuals responsible for the problem, be it other team officials or parents. As a second level of grievance, unresolved problems should be brought forward to the respective Level director. Issues not resolved by the Level Director can be forwarded by either party to the VDMHA Executive.

PART 11 – RESPONSIBILITIES OF AN ASSISTANT COACH

1. The primary obligation of an assistant coach is to assist the head coach in the one ice operation of a hockey team.
2. Typical duties of an assistant coach are:
 - a. Assist in the selection of the team (if the assistance coach does not have a child in the selection process).
 - b. Assist in running practices.
 - c. Assist on the bench during games.
 - d. Provide input to the team manager.
3. An assistant coach is expected to conduct himself in a mature manner and is responsible for adhering to all the guidelines and obligations as stated for the head coach.
4. An assistant coach should be prepared to act in the stead of the head coach or manager in their absence.
5. An assistant coach must have his level one coaching certification and the "Respect in Coach" certification.

PART 12 – RESPONSIBILITIES OF A PARENT/GUARDIAN

1. A parent must agree to the responsibilities of being a member of the Society, as set out in the Bylaws.
2. A parent must sign a Parent Code of Conduct each year in order for their player to play.
3. A parent must assume responsibility for transportation of their child to out of town games, practices and scheduled team events.
4. A parent should strive to contribute a positive, supportive attitude towards his child's team, including first and foremost the players, then the coach, assistant coach, manager and other team officials.
5. In the event of concerns relative to team operations or management a concerned parent is encouraged initially to deal directly with team officials. If the concern is not dealt with to the satisfaction of both the

parent and the team management the issue should be brought forward to the respective Level Director. Finally, if issues are not resolved by the Level Director they can be forwarded to the VDMHA Executive by the Director, parent, or team official but the Level Director must be apprised of such action.

6. Parent / Guardians are required to fulfill their personal fundraising obligation as determined at the time of registration for the upcoming season. Failure to fulfill such obligations shall deem them a member not in good standing and will be unable to register for future seasons until the obligation is met.

PART 13 – VDMHA IMPORT POLICY

1. An import hockey player is defined as a player not from VDMHA.
3. All import hockey players must be reviewed prior to final registration by the President to ensure placement of local VDMHA Players.

PART 14 – AA POLICY

1. VDMHA Executive will make every attempt to place players returning from AA tryouts.

PART 15 – CO-ED DRESSING ROOM POLICY

1. Refer to Hockey Canada Policy.

HOCKEY CANADA CO-ED DRESSING ROOM POLICY: The following is the policy of Hockey Canada with respect to co-ed dressing: Hockey Canada firmly believes in accommodating both genders in our great game. We further believe in balancing this goal with the safety, privacy, modesty and wishes of ALL our members without compromising the aspects of camaraderie, social integration and bonding inherent in a team sport. This policy attempts to meet all these goals while providing a safe and respectful environment for our participants. 1. Hockey Canada stresses the importance of coaches in ensuring both male and female players have equal access to pre and post team sessions and to all team related activities. 2. Hockey Canada recognizes the physical limitations of some facilities and encourages our members to work with local facility management to ensure that appropriate changing facilities are available to both genders. 3. Hockey Canada allows co-ed dressing room situations to exist at the Initiation Program, Novice and Atom levels, 5-10 years of age provided participants in a co-ed situation either arrive in full equipment or wear at a minimum gym shorts or long underwear as well as a full t-shirt (no tank tops) all of which must be in good condition and without holes/tears. 4. At the Pee-Wee (11 years old) level and above the following conditions will apply in all co-ed team environments: - Females and males will change in separate rooms - Both genders shall congregate in one dressing room fully prepared to participate in

the game/practice not more than 15 minutes prior to the scheduled ice time unless otherwise indicated (to be there earlier) by the coaching staff. - The lesser represented gender shall depart the dressing room not more than 15 minutes after the game/practice unless otherwise indicated (to stay longer) by the coaching staff. - The gender in the majority shall not begin changing, helmets, gloves and skates excepted, prior to the departure of the lesser represented gender. - When necessary, due to facility limitations, dressing and showering shall be done in shifts with the gender in the majority dressing and showering first. Once the room with shower facilities has been fully vacated the lesser represented gender may use the shower facilities. It is the belief of Hockey Canada that these provisions adequately address issues of team unity/camaraderie and provide for the modesty/privacy of all participants. Note: Hockey Canada Branches that have mediated Human Rights settlements within their Province/Territory with respect to specific co-ed dressing room parameters are exempted from this policy within their jurisdictions and may continue to adhere to previously mediated settlements.

PART 16 – SOCIAL MEDIA POLICY

1. Social Media and Networking Policy

1. INTRODUCTION For the purpose of this Social Media and Networking Policy, this policy will encompass public communication through such internet mediums and websites as Facebook, Twitter, Instagram, LinkedIn and any other social media network that allows users to communicate online as well as other forms of electronic communication, but not limited to, methods such as 'iMessage', 'BBM' or 'texting'. The policy will be applicable to all members of the VDMHA, including Directors, Teams, Team Members, Coaches, players, players' family members and supporters. VDMHA recognizes and appreciates the value of social media and the importance of social networking to all of its members. VDMHA also respects the right of all Teams and Association personnel to express their views publicly. At the same time, we must be aware of the dangers social media and networking can present. The purpose of this policy is to educate the VDMHA on the risks of social media and to ensure all Teams and Association personnel are aware that the conduct deemed to be inappropriate may be subject to disciplinary action by the VDMHA.

2. SOCIAL MEDIA GUIDELINES Comments or remarks of an inappropriate nature which are detrimental to a Team, the Association or an individual will not be tolerated and will be subject to disciplinary action. It should be recognized that social media comments are on the record and instantly published and available to the public and the media. Everyone including Association and/or Team personnel, players, and media can review social media communications. You should conduct yourself in an appropriate and professional manner at all times. Refrain from divulging confidential information of a persona; or team related nature. Only divulge information that is considered public. Use your best judgement at all times. Pause before posting. Ultimately, you are solely responsible for your comments and they are published for the public record.

3. SOCIAL MEDIA VIOLATIONS The following are examples of conduct through social media and networking mediums that are considered violations of the VDMHA Social Media and Networking Policy and may be subject to disciplinary action by the Team, VDMHA and/or Hockey Alberta

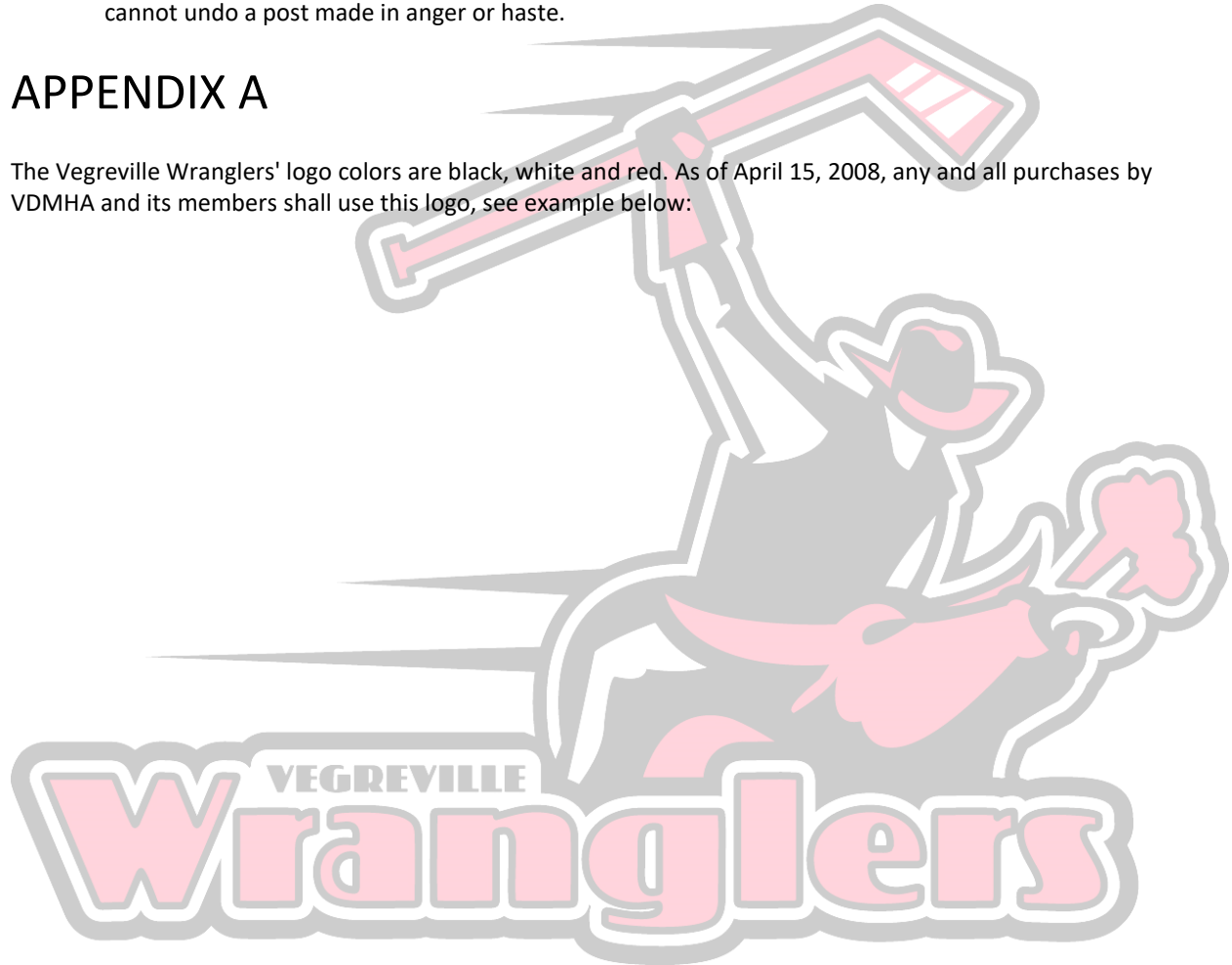
- Any statement deemed to be publicly critical of Association officials or detrimental to the welfare of a member Team, the Association or an individual.
- Divulging confidential information that may include, but is not limited to:
 - o Personal player and/or team information
 - o Referee complaints or remarks
 - o Incidents that are under investigation by VDMHA or the League
- Any other matter of a sensitive nature to a member Team, the Association or an individual
- Negative or Derogatory comments about any of the Team, Association, and/or VDMHA Directors, programs, players, referees or any member of VDMHA
- Any form of bullying, harassment or threats against players, coaches, referees, or Team members.
- Photographs, videos or comments including but not limited to:
 - o Drug use
 - o Alcohol abuse
 - o Hazing
 - o Sexual exploitation, etc.
- Photographs shall not be taken in any dressing room, washroom or other private area and posted at any time
- Inappropriate, derogatory, racist or sexist comments of any kind
- Online activity that is meant to alarm other individuals or misrepresent the fact or truth

4. DISCIPLINE Because social media violations may vary in terms of their seriousness and effect, care must be taken to consider sanctions that are

appropriate in each situation that presents itself. That is not to say that these types of violations are minor, but rather, some may be more serious than others. This document is intended to assist the VDMHA as they assess social media violations. Factors that can be considered when dealing with social media violations include: • The intent of the violator • Whether harm, physical or otherwise, resulted from the violation • The circumstances of the violation • The effect the violation had upon its recipient, the recipient's family, the team, the Association, or the community • Any previous social media violation history The VDMHA will investigate reported violations of this policy in a timely manner. If a violation is determined to have occurred, the VDMHA will impose appropriate disciplinary action including suspension, possible expulsion, and/or removal of said post. 5. A FINAL NOTE When used appropriately, Social media is a powerful tool that can benefit any Team or Association. All members of VDMHA should remember to use discretion with all Social Media and Networking platforms. Think before you post. You cannot undo a post made in anger or haste.

APPENDIX A

The Vegreville Wranglers' logo colors are black, white and red. As of April 15, 2008, any and all purchases by VDMHA and its members shall use this logo, see example below:





Signed by: _____
Colin Klassen, President

_____ Date

Signed by: _____
Margie Axten, Secretary

_____ Date