

# **ELK ISLAND MINOR HOCKEY (EIMHA) ASSOCIATION BYLAWS**

## **Mission**

To develop better citizens, through the Elk Island Minor Hockey Association program, by supporting sportsmanship, personal growth, leadership, socialization, and integrity at all levels. To promote and encourage the formation of teams and leagues with positive and productive participation throughout the program for the betterment of the participant.

## **Introduction**

The Elk Island Minor Hockey Association (EIMHA) is a member of the Alberta Amateur Hockey Association (AAHA). This membership requires that EIMHA abide by the bylaws, rules, and regulations of Hockey Alberta (HA).

## **Article 1.0 - Definitions**

- Throughout these Bylaws a word used in the masculine gender applies also in the feminine gender and a word used in the singular applies also in the plural, unless the context otherwise requires.
- Affiliated Player shall mean a Player, referred to and approved by HA, as eligible to play for a team in a higher Category/Division than the team in the Category/Division with whom the player is registered.
- Assistant Coach means a person listed as an aide to the Coach of a Hockey Team.
- Boundary shall mean that line, as mutually agreed upon and/or recognized by HA, that separates one member association from another, and defines that area from which each member association may register participants as resident players.
- Category in the case of a hockey team means one of the following subdivisions of divisions as follows: AAA, AA, A, B, C and / or D.
- Coach means a person registered with HA as a coach of a Hockey Team.
- Division means one of the following: U7, U9, U11, U13, U15, U18.
- Executive refers to the elected representatives of EIMHA.
- Exhibition Game means any game which is not a defined pre-season game or regular season game, including tournament and playoff games.
- HA refers to Alberta Amateur Hockey Association/Hockey Alberta.
- Hockey Team or Teams means a group of persons comprised of a maximum of nineteen (19) Players.
- League Game means regularly scheduled game in a league recognized by HA (including tiering games but excluding pre-season games and exhibition games)
- Legal Guardian shall be defined as a person that is granted guardianship of a player under the age of eighteen (18) years by the law courts of competent jurisdiction.
- EIMHA or Association refers to Elk Island Minor Hockey Association as an Executive, Membership, or both.
- Manager means a person registered with HA as a manager of a Hockey Team.
- Non Resident Player shall be defined as a player who resides outside the boundaries of the EIMHA.
- Off-Ice Officials means those persons that work as time-keepers, penalty-box attendants and other persons which may be required off the ice from time to time for the organized conduct of a game of hockey.
- On-Ice Officials means those persons registered with HA qualified to officiate Hockey games as determined from time to time by HA.
- Player or Hockey Player means a person registered with HA as a player with a hockey team.
- Player Card means a Hockey Canada player's registration certificate duly signed by the Manager or his designate.
- Player Verification Form means the designated HA form for Non-Resident Players.
- Pre-Season Game means any game which is not part of the regular season, including tiering, exhibition or tournament games that take place prior to the start of regular scheduled league play.
- Provincials means the HA playoff competition.

- Resident Player shall be defined as a player who resides within the EIMHA boundaries.
- Suspension means temporary barring of a person from the privileges of playing hockey games or association with a Hockey Team of Member provided that the suspension stipulates a length of time or number of hockey games, or type of hockey games, or any combination of thereof.
- Team Official(s) means all or any of the persons involved in the management of a Hockey Team.
- Team Sheet means a registration sheet in form and content as required by HA from time to time used for registration of a Hockey Team duly signed by the Manager or his designate.
- Tiering Game means those games used by a league prior to the start of the leagues regular season that are used for the purpose of placing Hockey Teams in an appropriate tier or Category within a Division.
- Trainer means a person with First Aid and a knowledge of sports injuries listed as the Trainer/Safety Official of a Hockey Team.

## **Article 2.0 - Executive**

- 2.1 - The members shall elect the Executive each year in April at the Annual General Meeting. Elected members shall remain in office until their successors are elected. Only a member in good standing maybe be elected as an executive.
- 2.2 - In the event of an Executive vacating their office, an election shall be held at the next general meeting to fill such vacancy; the person elected shall hold office for the remainder of the original term.
- 2.3 - Any Executive may be suspended from his office or have his tenure of office terminated for whatever reason deemed necessary by the Executive. Such suspension requires a two-thirds (2/3) majority vote by the Executive
- 2.4 - The Executive is to manage and direct the affairs of the Association. The Executive may enact and enforce policies regarding the direction, management and operation of the Association; such policies shall be consistent with these Bylaws.
- 2.5 - The Executive may make rules respecting the establishment, membership, duties and functions of special standing and other committees with respect to its duties and powers.
- 2.6 - The President shall regulate the order of business at such meetings, receive and put lawful motions and communicate to the meeting what he may think concerns the Association. The President shall, with the Secretary, sign all papers and documents requiring a signature on behalf of the Association, unless otherwise designated by the Executive. It shall be the duty of the President to present a general report of the activities of the year at the Annual General Meeting.
- 2.7 – Subject to compliance with applicable regulatory bodies (i.e. AGLC), the Executive shall be eligible to be reimbursed \$0.54/km for any/all travel expended for meetings outside of the EIMHA.
- 2.8 - The Vice-President shall act in the absence of the President.

## **Article 3.0 - Roles and Responsibilities**

- 3.1 - Maximum 4 Year Term for all positions
- 3.2 – All roles report to the President and perform other duties as listed in Section 3.0 defined under their specific designation
- 3.3 - Roles and Responsibilities as defined below:

### **President**

- overall direction of EIMHA; including supervision and direction of all Executive members, standards of performance, sphere of control and disciplinary action
- oversees preparation of agenda by the Secretary of Executive meetings, schedules, presides over and controls Executive meetings
- maintains contact with other hockey oriented regulatory and resource groups

- serves, with full Executive, as a member of coach selection, grievance and disciplinary committees
- becomes past-president in an advisory capacity
- retains signing authority along with the Secretary and Treasurer for the duration of term held
- exercises powers of EIMHA in cases of emergency
- attends or appoints a designate to league and other meetings
- oversees the operations of all team levels and their coaches/managers

### **Past President**

- serves in an advisory capacity to EIMHA
- shall be a source of guidance to the Executive
- works on special projects at the request of the President

### **Vice President**

- runs meetings in the absence of the President
- serves as an alternate in attendance at various hockey oriented regulatory, league and resource groups
- possibly trains to be President

### **Secretary**

- records the minutes of all meetings and circulates them to all Executive members in addition to posting them on the EIMHA website
- maintains files with all previous pertinent data
- attends all Executive meetings
- has charge of all Executive records, incoming/outgoing mail and all EIMHA forms and applications
- sits on the Bylaw Committee, updates and maintains bylaws as required
- possesses signing authority
- responsible for booking annual team pictures
- performs all required press releases through the media as required by the Executive
- updates community board at the Arena

### **Treasurer**

- maintains all EIMHA records and back-up data
- prepares financial statements for presentations at General and Annual meetings
- be in receipt of all monies paid to the Association
- opens and operates accounts for the deposit of funds in any bank, treasury branch, trust company or credit union of which the Executive approves
- must be a signing authority for all cheques along with either the President or Secretary
- issues all payments for goods or services received
- prepares financial statements for accountant for auditing
- submits Annual Return for Society and Non- Profit Company to government
- works with the Fundraising Co-ordinator to ensure the AGLC reports are filed

### **Registrar**

- coordinates annual registrations within EIMHA
- keeps all documentation relating to registration of players

- updates computer data concerning registration
- prepares annually (September) an analysis of registered players concerning age, level, etc.
- compiles a directory of all players regarding name, address, and phone number
- prepare all affiliations and submit all forms required for HA
- coordinates online registration

### **Referee-in-Chief**

- assure proper accreditation of EIMHA referees
- does routine assessment of EIMHA referees and provides constructive feedback
- arranges referee clinics
- investigates incidents and complaints
- serves on discipline committees
- allocates referees and linesmen for all exhibition, league, and playoff games within EIMHA
- responsible to pay the referees and submit paperwork to the Treasurer

### **Fundraiser/ Casino Chair**

- coordinates all EIMHA fundraising events
- allocates fundraising responsibilities to members as required
- coordinates Fundraising Committee (that consists of 1 person from each team)
- works in conjunction with the treasurer with monies received for fundraisers
- applies for and reports to the Executive regarding all Casino information

### **Equipment Manager**

- purchases (with approval) and maintains all equipment
- maintains a record of current inventory and files a copy of same with the minutes for insurance purposes
- Holds sole responsibility for sock sales and payment
- maintains reasonable access for equipment inquiries by teams
- extraordinary, non-budgeted equipment needs must be approved by EIMHA before purchase
- arranges for handling, storage, repair, cleaning and inventory of equipment
- ensures that all equipment is returned to stock by April 30 of each season, and prepares a report of same for AGM
- advises teams that jerseys must be kept in their jersey bags and the team manager or designated person(s) will be responsible for upkeep, maintenance, and transportation of jerseys to and from the games

### **Ice Allocator**

- acts as liaison between EIMHA and Arena Manager(s)
- provides league schedules; games and practices, including tournaments
- is responsible for obtaining all ice for the EIMHA
- ensures ice is allocated to all categories; coordinates ice times to provide times relative to age and category; required to be done by end of June
- fairly distributes extra/available ice among EIMHA teams
- follows up on use of ice by teams and ensures full utilization; collects and retains all monthly ice usage reports and cancellation forms; coordinates with arena manager that usage and cancellations are correct
- all team managers must co-ordinate through the ice allocator for ice time
- responsible for scheduling with the league

## **Grants and Sponsorship Co-ordinator**

- researches all available grants from the local, private, provincial, federal and athletic levels and/or departments
- works with the Treasurer to file Casino forms
- monitors and works throughout the hockey season on all available grants and reports correspondence to all general meetings in addition to regular updates to the Executive of all grant applications in progress
- coordinates board sponsorships, communicates and provides all advertising to the Lamont and Bruderheim arena staff by July 31

## **Coach and Player Development**

- responsible for coordinating all aspects of player development from Tykes to U18
- will strive to develop hockey player and hockey coaches' skills and the attitude required to be prepared and competitive at all levels of play
- will ensure all coaches have completed all required courses within the required time frame
- provides sanction number for EIMHA for all ice events

## **Website Administrator**

- manage and update the EIMHA website and Facebook page as directed by Executive

## **Governor**

- affiliate position
- duties as outlined by Hockey Alberta

## **Article 4.0 - Membership**

- 4.1 - One or both parents or legal guardians of registered players, coaches, manager, referees, or any other persons approved by the Executive.
- 4.2 - Application for membership shall be in a form approved by the Executive.
- 4.3 - Upon approval of the application by the Executive and upon payment by the applicant of the Hockey Registration for that year, the applicant shall become a member of the Association.
- 4.4 - The Executive shall remove from the roll of members, the name of any member failing to pay the annual Hockey Registration Fee by the first meeting in September and no child will go on the ice or be registered.
- 4.5 - Any member of the Association may be suspended, with just cause; by two-thirds (2/3) vote of the Executive in attendance at an Executive meeting; providing that such member shall be entitled to attend the meeting and hear any matters relating thereto and make answer.
- 4.6 - Any member may resign from the Association at any time upon written notice to the Secretary; such resignation shall not relieve the members from obligations they may owe the Association, unless otherwise decided by the Executive.
- 4.7 - For the betterment and longevity of the Association, pending all waivers and releases, the Executive shall reserve the right to accept and retain players into EIMHA. It is the EIMHA intention that all players wishing to play in our Association be accepted as members.

## **Article 5.0 - Meetings**

- 5.1 - Should any issues/disputes arise; the levels of communication shall be as follows: from parent to manager, from manager to coach; from coach to Executive, From Executive to Hockey Alberta; from Hockey Alberta to Hockey Alberta Minor Council Chairperson; from Minor Council Chairperson to Hockey Alberta Staff.
- 5.2 - Meetings shall be governed by rules as determined by the Executive.
- 5.3 - A majority of Executives holding office at the time is a quorum at a meeting of the Executive.
- 5.4 - The meetings of the Executive shall be opened to all members of the Association. Members may not participate in the meetings except as directed by the President.
- 5.5 - At any Annual or General meeting, eight (8) members shall be a quorum.
- 5.6 - General meetings shall be held every 2nd month or as determined by the Executive.
- 5.7 - The Annual General meeting of the Association shall be held in the month of April in each year, at a time and place determined by the Executive. At least two (2) weeks notice shall be given to members.
- 5.8 - In the event of any extenuating circumstances (emergency bylaw changes) the executive will hold an Extraordinary general meeting (EGM) during the hockey season. This meeting must be approved by the executive and (2) weeks notice shall be given to members.
- 5.9 - Executive meetings of the Association may be held at any time when summoned by the President or requested in writing by three (3) members of the Executive. At least two (2) days notice of such meetings shall be given.
- 5.10 - Notice of all meetings shall be posted with the time and place of the assembly on the EIMHA website.

## **Article 6.0 - Voting Rights**

- 6.1 - Every member / household in good standing represented at any general meeting will be entitled to one (1) vote
- 6.2 - Voting at Executive or General Meetings shall normally be by show of hands, or if requested by the President, by standing vote. In the event of multiple nominees, elections shall be by secret ballot.
- 6.3 - The President shall only vote in the case of a tie.
- 6.4 - Motions of Amendments shall be carried at any Executive or General Meetings by a majority vote unless otherwise provided by these Bylaws.
- 6.5 - Bylaws may be made, repealed, or amended by a majority of the Members of the Association at any Annual General Meeting and shall be, if necessary, reviewed and revised every two (2) years.
- 6.6 - Such Bylaws may be binding on all Members of the Association, its Officers and all other persons lawfully under its control.
- 6.7 - The fiscal year of the Association shall end on the 30th day of June of each year.

## **Article 7.0 - Auditors**

The Treasurer shall present two options of auditors to the Members present at the Annual General Meeting. A vote shall appoint the auditor and they shall audit the books and accounts of the Executive at least once each year. A financial statement must be presented by the Treasurer at the first meeting in September. The Audited statement shall be submitted to the Government for Annual Return for that year. Auditors is defined as 2 members in good standing.

# **ELK ISLAND MINOR HOCKEY (EIMHA) ASSOCIATION REGULATIONS**

## **1. Code of Ethics - Refer to Hockey Canada Fair Play**

### **Executive Code of Ethics**

- Members adhere to Executive policy and need to change policy through the proper channels of the Executive.
- Members always maintain the integrity of the Executive and do not initiate or participate in any activity which will place the Executive in ill repute.
- Members honor commitments made on behalf of the Executive.
- Members do not divulge to the general public any item, which may cause personal embarrassment or humiliation.
- Members resign from their position immediately when they become unable to fulfill the duties or obligations of their position.
- Members do not criticize the sphere of operation of another member except to that member or the President. Criticism or reports to the President shall only be made after the member has been made aware of the nature of the criticism to be levied.
- Members do not comment, render opinion, or decisions with respect to the operations not under their control to the public.
- Members refer to appropriate Executive member's issues arising in the community with respect to their sphere of operations.
- Members do not undermine the confidence of the general public in other members.
- Members fulfill the duties of obligation of their position to the best of their ability, always serving the best interests of ALL players registered with EIMHA.
- Members treat the general public with dignity and respect and are considerate of their circumstances.
- Members do not use their position for personal profit, or for profit of immediate family.
- Members do not use their position to influence the placement of any player.
- Members do not use their position to influence the selection of any coach or team official.

### **Parents Code of Ethics**

- There can only be one coach on the team and that person is assigned by EIMHA. Do not attempt to be the invisible coach for your child. It will only confuse them, and this confusion will result in frustration for you and your child.
- Be supportive of your child. Praise not just scoreboard success, but attitudinal changes, cooperation with teammates, toleration and forgiveness of mistakes, team play, and even discipline. You are raising a child not a hockey player and all the life skills your child learns in this or any other organized activity will help them become better people.
- If a dispute between you and team officials or administration occurs, handle it with dignity and through proper channels. Gossip, infighting, grudges etc. are not credible examples of mature behavior.
- Handle disappointment, whether it occurs through disputes, your child's skill, officials and their decision, placement on a team, etc. with dignity, maturity and common sense. No one wins all their arguments, plays their best all the time or agrees with every decision.
- Playing hockey is a privilege, not a right! Undesirable conduct or deliberate infractions of rules can result in disciplinary action which may lead to the revoking of your membership in this organization.
- Help your child's team, the officials, and the Hockey Executive whenever and wherever you are able. Your support and much needed assistance very often mean the difference between a rewarding, productive season and a mediocre, frustrating one.

### **Player Code of Ethics**

- Always strive to give your best. Pride, esteem, and respect are just a few of the rewards you can expect from your teammates, fans, and coaches if you attempt to be the best you can be.
- Never belittle or condemn another player, coach or referee. Bad calls, missed passes, short shifts, or any of the frustrations that occur in organized sports are not valid reasons to hurt or abuse someone.
- Do not use foul language. If you can't make your point without using swear words, then you should reconsider whether you have a point to make.
- Fighting will result in disciplinary action. Hockey is a physical game but there are limits.
- Be on time for your games and practices. Both are necessary for you to develop the skills you require to play the game successfully.
- Any violation of the Hockey Alberta Game & Conduct Management will not be tolerated and will result in disciplinary action, and possible removal from the Association at the discretion of the Executive and parties involved. All incidences must be reported through the incident report form and submitted to the Executive.

### **Coaches Code of Ethics**

- A good coach believes that their job is to teach hockey, to develop their players, and to put a team that displays good sportsmanship on the ice for every game. The keys to successful coaching are leadership and leading by example. The coach points out what is right and wrong, fair or unfair. The coach stresses cooperation with authority and respect for it. How the coach acts is more important than what is said. A coach who is fair, who respects authority, and the efforts of their players will have a team that works hard for them.
- The coach tries to give their team the will to win. The coach wants them to know the pride of winning, as individuals and as members of the team. However, the whole team, including the coach, must also know how to be gracious losers.
- A team that plays like this earns friends and respect, everywhere it goes, and so does the coach.
- Our coaches must be capable of administering discipline fairly, to the superstar as well as the developing player.
- Our coaches must be responsible for their own behavior. They are leaders and teachers; in turn their actions reflect upon our total program.
- Our coaches must be well organized and prepared, both on and off the ice.
- No abuse by our coaches to referees will be tolerated. Yelling, screaming or physical abuse is not the solution to a problem.
- A coach or team official that is reported as being inebriated while in his official capacity with the team may be suspended for the remainder of the year.
- Remember coaching is a privilege, not a self-serving obligation, and the positions are not handed out lightly! Treat the position and responsibilities with respect.

## **2. Dues and Assessments**

- The first General Meeting (GM) of September shall be considered the last date for payment and/or to provide required post-dated cheques. All fees must be paid in full by October 1<sup>st</sup> of each season. If there is no payment and there is no payment of arrangement in place and approved by EIMHA, player suspension will be applicable.

### **Details of Required Dues and Assessments**

- Registration fees will be determined by the Executive at each Annual General Meeting (AGM) and an early bird registration fee will be available to all registrants before July 15<sup>th</sup> - exceptions will be approved for registrants moving into the association boundaries after the early bird deadline, 1<sup>st</sup> time registrants, and players returning from an unsuccessful tryout.
  - Registrations outside of the above exempted situations occurring after July 15<sup>th</sup> will be assessed a fee increase of \$100.



- Registrations outside of the above exempted situations occurring after August 31<sup>st</sup> will be assessed an additional fee increase of \$100 (total increase of \$200).
- Registrations occurring after October 1<sup>st</sup> will be considered at the discretion of EIMHA.
- Refund of fees for participants withdrawing from the program will be paid, upon written application to the Registrar, on a pro-rated basis. The Registrar and Treasurer shall determine, on a pro-rated basis, the amount to be refunded to participants who leave for legitimate reasons (i.e. moving out of the EIMHA boundaries or a season ending injury). Participants who withdraw from the program will receive a pro-rated refund minus a processing fee of \$20 or 10% of fees, whichever is lower.

Refund of fees for individuals withdrawing from the program shall be considered upon request as per the following schedule:

100% if requested before Oct 1<sup>st</sup>

85% if requested before Oct 31<sup>st</sup>

45% if requested before Nov 30<sup>th</sup>

Refunds requested after November 30<sup>th</sup> will be considered at the discretion of EIMHA and, if approved, will be calculated based on the amount of time remaining in the season.

- Participants suspended or expelled for disciplinary reasons shall be ineligible for a refund of fees.
- Major fundraising shall be deemed as part of the association dues. The Executive will determine the required fundraiser(s) at the AGM.
- Fundraising fee schedule is defined at the AGM by the Executive and is adjusted based on number of players per family.
- All fundraising cheques to be post-dated to January 1<sup>st</sup>. If members do not participate in the required fundraiser(s) the cheque dated for January 1<sup>st</sup> will be deposited into the EIMHA account.

### **3. Players/Teams**

- Players on all EIMHA or league teams shall complete and return official registration forms each year as set out by the Association.
- Players must sign only one (1) registration per season. The Executive can suspend players signing with more than one (1) team without a Player Movement Form from EIMHA.
- For any reason other than those required by Hockey Alberta, Player Movement Forms (release requests) will be considered on a case-by-case basis and be determined based on a majority executive vote. All players requesting release must do so in writing to EIMHA Registrar. The player or immediate family member must include reasons they want a release and the association they plan to transfer to. The following reasons will not be considered:
  - The player or family does not like the coach or staff of the team
  - Perceived lack of team success
  - The player would be playing on a team of the same level in another MHA
- The following program division will apply to all players whose ages (as of December 31<sup>st</sup> of the current hockey year) are as follows:
 

○ U5 (Tots/Tykes Program):	3 & 4 years old (or anyone learning to play)
○ U7 (Intro to Hockey):	5 & 6 years old
○ U9 (Intro to Hockey):	7 & 8 years old
○ U11:	9 & 10 years old
○ U13:	11 & 12 years old
○ U15:	13 & 14 years old
○ U18:	15, 16, & 17 years old

#### **U7 – U9**

- It is recommended by Hockey Alberta that U7 and U9 teams have roster sizes of at least 18 players. This is assuming that each team will “split” their roster to play games (9 players on each side of the ice). If a roster of at least 18 is not possible, Hockey Alberta recommends roster sizes of 9 - 15 players.
- In the situation where EIMHA can have 2 or more teams at either U7 or U9 levels (a minimum of 18 kids will be needed to have 2 teams), it is recommended that teams are determined based on “like skill”, consistent with Hockey Alberta’s intro to hockey development program. In this scenario, it is recommended that both teams are maintained with 1 HCR file to allow for cross team affiliation.
- Hockey Alberta has finalized the “Introduction to Hockey Model”, which provides the general structural and administrative guidelines and specific playing rules for all players, ages 5 - 8 years. These rules and guidelines are required for all U7 and U9 hockey in Alberta. EIMHA has committed to following all non-negotiable guidelines and will implement “negotiable” guidelines in the best interest of EIMHA and their players.

### **U11 – U18**

- In accordance with Hockey Alberta, all Hockey Teams may register at any one time, a maximum of nineteen (19) Players. Of those nineteen (19) two (2) must be goaltenders (except for teams at U7, U9 & U11 levels as goalie designation is not required). For clarification, when eighteen (18) Players are registered, one (1) must be designated as a goaltender. When seventeen (17) Players or less are registered, teams may or may not designate a goaltender.
- Players will not be permitted to practice outside of their own team without prior approval from the Executive and must be in accordance with Hockey Alberta’s policies.
- Should registration numbers allow for more than one team at the same age level in divisions U11, U13, U15, or U18 team assignments will be based on “like skill”. Criteria for the evaluation of participants will include but may not be limited to skating, passing, checking, thinking, positional skills, game play, maturity, commitment, and willingness to take instruction.

### **Underage Player Movement**

- Players must register for participation at the correct level according to their date of birth. A player may request to move up levels of play within the Association under the following conditions:
  - Parents/Guardians of the youth must apply in writing to EIMHA for upward movement prior to September 1<sup>st</sup> of the current playing year.
  - The movement will not disadvantage either the lower or upper team in terms of overall roster numbers.
  - The requesting player is a 2<sup>nd</sup> year player in the division to which they belong (i.e. 2<sup>nd</sup> year U-13 to U-15, 2<sup>nd</sup> year U-9 to U-11). 1<sup>st</sup> year players will not be considered.
  - After evaluation by a non-biased evaluator, the applying for movement is determined to be one of the top 5 players on the team they are being considered for (in cases where goaltenders are requesting movement, they must be determined to be one of the top 2 goaltenders on the team that they are being considered for). Player evaluations will include, but may not be limited to, consideration of skating, passing, checking, thinking, positional skills, game play, maturity, commitment, and willingness to take instruction.
  - The movement is deemed beneficial to both the individual player and EIMHA.

This policy is intended for those youth who are truly exceptional hockey players at their own level. EIMHA teams are registered in “like skill” divisions which ensure that most players at any level will be provided with ample competition and skill development - the movement of too many players will only result in teams not being able to compete at their respective levels.

The decision of the committee is binding for the current hockey season - if a player does not grade into the top five (or top two for goaltenders), they must return to their appropriate age category.

### **EIMHA Initiated Underage Player Movement**

- In the event where EIMHA requests player movement (i.e. to fill the roster of a higher level team), the following conditions will apply:
  - The movement will not disadvantage either the lower or upper-level team in terms of overall roster numbers.
  - Player(s) being considered for movement will be a 2<sup>nd</sup> year player in the division to which they belong (i.e. 2<sup>nd</sup> year U-13 to U-15, 2<sup>nd</sup> year U-9 to U-11). 1<sup>st</sup> year players will not be considered.
  - After evaluation by a non-biased evaluator, the player(s) being considered for movement is determined to be an appropriate fit for the higher team. Player evaluations will include, but may not be limited to, consideration of skating, passing, checking, thinking, positional skills, game play, maturity, commitment, and willingness to take instruction.
  - The movement is deemed beneficial to both the individual player and EIMHA.

### **Overage Player Movement**

- Over-aged players wishing to register with a team in any division lower must first obtain approval from the Executive after consultation with the coaches, parents of the child involved and/or assessed by an outside evaluator. Over-aged players are then subject to Hockey Alberta criteria and approval.

## **4. Affiliation**

- All 2<sup>nd</sup> year players in divisions U9 to U15 are eligible to be affiliated to the EIMHA team in the next division (i.e. U9 to U11, U11 to U13, U13 to U15).
- Any 1<sup>st</sup> year players being considered for affiliation will require the approval of both Coaches (assigned team and potential affiliation team).
- Affiliated players selected by the higher division team based on skill and team fit, will be rotated in a fair and equal manner. Qualification to be determined by coaches of both teams involved
- Affiliated players will only be approved to play if the higher-level team game does not conflict with the lower level team's schedule (this does not apply to U9 players as their games do not have any playoff implications). If the player has a game on the same day and scheduling allows them to play in both, the player will be approved to play.
- EIMHA affiliation policy will adhere to all Hockey Alberta and League regulations.

## **5. Ice Time**

- If a team practices outside of their EIMHA allotted time they are responsible for the cost of the additional ice fees.
- Teams are eligible to use allocated game time as practice up to 2 times during the season
- Teams are eligible to make up practice time up to 4 times during the season.
- All extra and make up ice time is to be reported to, coordinated with, and monitored by the Ice Allocator.

## **6. Coaches**

- All individuals interested in team positions (i.e. coach, assistant coach) must apply for that position by submitting an application to EIMHA Coach and Player Development by July 31<sup>st</sup> of the current hockey year.
- Selection of team personnel, including Coaches, Assistant Coaches, Trainers, etc. is overseen and approved by the EIMHA Executive each season.
- Coaches must complete all mandatory training and satisfy any other coaching requirements as outlined by Hockey Alberta. EIMHA will reimburse fees paid for courses required by Hockey Alberta for certification.
- EIMHA has the right to suspend a Coach for any just cause deemed appropriate. Any Coach subject to suspension by EIMHA, will be permitted to appeal as outlined in the Discipline and Enforcement regulations.

## **7. Referees and Linesmen**

- All referees and linesmen must obtain a current Referees Certificate and be registered with Hockey Alberta.
- Game assignments will be based on the referee's level of accreditation, reliability, and the game circumstances. That notwithstanding, the allocations will be as fair as possible in the terms of distributing work assignments.
- Minimum standards regarding systems are as follows:
  - U-7: one referee or team sheeted parent with signed waiver
  - U-9: two-man system
  - U-11/U-13: two-man system
  - U-15/U-18: two-man system
- All referees are accountable to the Referee-In-Chief for their performance and conduct.
- All referee duties will be assigned by the Referee-In-Chief. Claim and payment of services rendered will be in accordance with EIMHA approved fee schedule and the established procedures for processing.
- Exhibition and tournament referee fees are the responsibility of the individual team sponsoring the event. In these cases, the team will be required to reimburse EIMHA for fees paid.

## **8. Discipline and Enforcement**

- After investigation of any incident(s), EIMHA shall have the power to suspend summarily any player, coach, trainer, manager, official or spectator of any team under the auspices of the Association for any conduct on or off the ice which in the sole discretion of the disciplinary team is deemed to be unbecoming or detrimental to the game. Such suspension to be effective immediately, if the suspended party chooses to appeal, their suspension will remain in effect until appeal has concluded.
- After investigation of any incident(s), EIMHA shall have the power to prevent summarily any spectator from viewing any game or other activity or entering a facility to view such game or activity under auspices of the Association for any conduct which in the sole discretion of the Executive is deemed to be unbecoming or detrimental to the game.
- Further, EIMHA shall have the power to suspend summarily any player, coach, team official, or team to which the spectator is affiliated. Such suspension to be effective immediately, if the suspended party chooses to appeal, their suspension will remain in effect until appeal has concluded.
- This authority has been given to the disciplinary team by the Association executive, each role will be pre-assigned before an investigation has been launched.
- The power and delegation granted to the disciplinary team allows for effective and quick action against conduct unbecoming or detrimental to the game and its participants, as well as action against the team of the contravening spectator. The Association is prepared to enforce these provisions as required and are an integral part of the reporting and enforcement initiatives.

### **Disciplinary Process**

- Upon receiving notice of any incidents that require immediate attention and warrant investigation, EIMHA will establish a Disciplinary Team. The Disciplinary Team will consist of three Executive members and will include the EIMHA President.
- The Disciplinary team will review the incident and determine the appropriate level of required discipline, based on the severity of the offence. Disciplinary options are outlined below:
  - Verbal reprimand
  - Written reprimand
  - Suspension
  - Expulsion

- Combination of the above
- All decisions made must be handed out within 5 days of the incident.

Disciplinary decisions will be confirmed within 5 days of the incident.

### **Appeal Process**

- Appeals should be heard as soon as is practical (within 7 days). The appeal must contain a clear and concise summary of the grounds for the appeal. Notice of the appeal must be submitted to the President of EIMHA within five (5) days from the date of the disciplinary decision.
- Upon receiving a request for an appeal, EIMHA will establish an Appeal Team that will consist of three Executive members who were not part of the Disciplinary Team and will include the EIMHA Vice President.
- EIMHA will not deny the right to appeal a disciplinary decision unless they directly conflict with EIMHA or Hockey Alberta bylaws.

### **Disciplinary Guidelines**

- In many instances, offences that are like those identified in the Hockey Alberta Minimum Suspension Guidelines will be dealt with in the same manner. In cases where the discipline is being assessed for an adult, an additional game suspension would be reasonable.
- When an individual is suspended, they are suspended from all Minor Hockey activities. This includes attending other sibling's games if they are a parent with other children playing hockey. It also includes referring games if they are a referee.
- Severity of Discipline
  - Mild (Reprimand to 2 game suspension): this would be applied when it is a first offence which is less severe in nature. The offending individual has shown true remorse and the actions are out of character. There is little chance of this person re-offending.
  - Moderate (Minimum 3 game suspension): this is for offences which are mild to moderate in severity. Application of this type of discipline would be for a second offence. It would also be applied to individuals who have not accepted responsibility for their actions, show no remorse and the likelihood of re-offending is high.
  - Severe (Minimum 5 games to 3 years suspension): this is for the most serious offences. An example could be physically threatening or assaulting another individual. Application of this type of discipline would be for individuals who have re-offended multiple times or have not accepted responsibility for their actions, show no remorse and are likely to re-offend.

## **9. Logo Team Wear**

- Supplier TBD