

**Vauxhall And District
Minor Hockey Association**

ASSOCIATION BYLAWS

2007

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VAUXHALL AND DISTRICT MINOR HOCKEY ASSOCIATION BYLAWS

BY-LAW 1.0 INTERPRETATION

- 1.1 In these By-laws and Regulations, unless the context otherwise requires, words importing the singular number or the masculine gender shall include the plural number or the feminine gender, as the case may be, and vice versa, and references to persons shall include firms and corporations.
- 1.2 When constructing these By-laws and Regulations, reference shall be made to the Societies Act, and the By-laws, Rules and Regulations of the Alberta Amateur Hockey Association (A.A.H.A.) known as Hockey Alberta, and Hockey Canada. Words and expressions used in these By-laws and Regulations shall, so far as the context does not otherwise require, have the same meaning, as would be the case when used under the Act, By-laws, Rules and Regulations.
- 1.3 References to the "Association" in these By-laws refer to the Vauxhall And District Minor Hockey Association (VDMHA).
- 1.4 The Association, as a member of Hockey Alberta and affiliated with Hockey Canada, shall conform and comply with the By-laws, Rules and Regulations as set forth by the Alberta Amateur Hockey Association (A.A.H.A.) Hockey Alberta and Hockey Canada respectively.

A potential or actual conflict of interest exists when commitments and obligations to the association are likely to be compromised by that person's other interests or commitments. A conflict arises when an board member is or may be in a position to influence a specific hockey team by taking on a head coaching or managing position; or lead to any form of personal gain for themselves or a family member, or give improper advantage to others to the association's detriment.

When a Board member of the Association is in or believes they are in a conflict of interest position, they must declare so and remove themselves from all discussion and voting on the item.

Situations may include but are not limited to:

- ➔ Discussions regarding a spouse or child

BY-LAW 2.0 NAME OF ASSOCIATION

- 2.1 The name of the organization will be the VAUXHALL AND DISTRICT MINOR HOCKEY ASSOCIATION, hereafter referred to as VDMHA.

BY-LAW 3.0 MEMBERSHIP

- 3.1 The members of the Association shall be the subscribers to the Application, the By-laws and Regulations and such other persons as subsequently become members of the Association in accordance with these By-laws.
- 3.2 A person may become a member of the Association who has paid or has had paid for him the annual membership fee and/or:
 - 3.2.1 Has reached the age of eighteen years, and is a resident of Vauxhall and geographical area.
 - 3.2.2 Has been approved as a member by the Board of Directors, or
 - 3.2.3 Is a member of coaching staff, manager, referee, any other volunteer position, or parent/legal guardians, in good standing of a player currently registered with the Vauxhall And District Minor Hockey Association.
- 3.3.1 The annual membership fee shall be an amount as may be determined from time to time by resolution of the Board of Directors.
- 3.4 A person shall cease to be a member of the Association:
 - 3.4.0 Upon failure or refusal to pay the annual membership fee, or
 - 3.4.1 Upon notification in writing to the Board of Directors of his withdrawal from membership, or
 - 3.4.2 When he is expelled from membership in accordance with these By-laws.

- 3.6 A RESIDENT shall:
 - 3.6.1 Shall reside within the town of Vauxhall, or in the geographic area, which has been identified as the boundaries of Vauxhall And District Minor Hockey Association and recognized by Hockey Alberta.
- 3.7 A NON-RESIDENT:
 - 3.7.1 is not a member of VDMHA, and does not reside in the Town of Vauxhall or geographical area.
 - 3.7.2 Any player, who wishes to play within the VDMHA, must comply with Hockey Alberta By-law and Regulations.
 - 3.7.3 May be subject to a Non-Resident fee, which will be determined on an annual basis by the Board of Directors of VDMHA.

BY-LAW 4.0 RIGHTS AND RESPONSIBILITIES OF MEMBERS

All members as a condition precedent to membership in the Association shall agree that:

- 4.1 All members recognize that the Association is the supreme authority concerning minor hockey in Vauxhall and District, subject only to the right of appeal to Hockey Alberta (AAHA) and Hockey Canada.
- 4.2 All members unconditionally commit to obey and abide by the Bylaws, Regulations, Rules and Policies of the Association, Hockey Alberta and Hockey Canada and any amendments thereto.
- 4.3 As the Association is the recognized governing body for minor hockey in Vauxhall and District,, all members and persons registering with the VDMHA agree to be bound by the Bylaws, Regulations, Rules and Policies and that the Bylaws, Regulations, Rules and Policies are interpreted by the Board of Directors.
- 4.4 In order for the association to function efficiently and properly and to the best advantage of all members, the Board of Directors shall be the sole and final interpreter of the Bylaws, Regulations, Rules and Policies, and the application of the same, subject only to the rights of appeal as provided for by the Bylaws of Hockey Alberta (AAHA)
- 4.5 All members have the right and opportunity to attend any meetings of the members.
- 4.6 All members have the right to attend and vote at any meeting of the members including annual and special meetings providing that they comply with Bylaw 3.2. and Bylaw 6.2.11.

BY-LAW 5.0 TERMINATION OF MEMBERSHIP

- 5.1 Any member may resign from the Association at any time by notifying the Secretary in writing; however an administration fee may be charged.
- 5.2 Any member who, in the opinion of the Discipline Committee, fails to maintain an acceptable standard of conduct may be asked to resign in written form after at least one previous written warning. That decision will result in the loss of voting privileges, unless the member wins a successful appeal. An administration fee may be charged.
- 5.3 Any member who has been requested to resign may exercise the right to appeal the decision provided the written request is received by the Secretary within seven (7) days of the request to resign. Any member that refuses to resign on written request will be considered expelled from the Association.
- 5.4 The Executive claims the rights and interests as the Rental Contract Carrier to bar any suspended, expelled or resigned member from any or all facilities where Association functions occur including meetings, games and practices, are taking place for a specified period of time.
- 5.5 A member who ceases to be a member, or is expelled or suspended from the Association shall forthwith forfeit all rights and interests arising from, or Association with membership in the Association. This means the suspended or expelled member cannot coach or manage a team, hold an elected or appointed position until the suspension is served or waived upon successful appeal.
- 5.6 The member can be suspended or expelled for a time frame deemed appropriate by the President or Discipline Committee and ratified by the Board of Directors.

BY-LAW 6.0 MEETINGS OF THE MEMBERS

GENERAL

- 6.1 The Annual Meeting of the Association membership shall be held in the Town of Vauxhall, during the period April 1 and September 30, inclusive, in each year.
- 6.2 Meetings of the Association membership:
- 6.2.1 Shall be at the call of the President
- 6.2.2 When required or desired the Board of Directors may call a meeting of the Association membership.
- 6.2.3 Notice of Annual Meeting will be given at least 10 days in advance of the meeting.
- 6.2.4 Where a Notice contains a Special Resolution to make amendments to the Bylaws, 21 days must be given to the members. The proposed amendment must be included in the notice. A Special Resolution to make changes to the Bylaws can only occur at the Annual Meeting of the Members.
- 6.2.5 Upon instruction from the President, the Secretary shall notify the appropriate members of the time and place of each meeting. Notification may be by mail, phone or posting of notices on public notice boards, or in local newspapers, or by other methods deemed appropriate by the Board of Directors of the Association.
- 6.2.6 At the written request from two thirds of current members in good standing of the Association membership, a Special Meeting shall be convened. The proceedings of such a meeting shall be confined to the matters specified in the request.
- 6.2.7 Notice of a Special Meeting will be given at least 21 days in advance of the meeting. Notice may be by mail, phone or posting of notices on public notice boards, or advertisement in a newspaper or other means as determined by the Board of Directors of the Association.
- 6.2.7 A Quorum for the Annual Meeting shall consist of not less than ten members in good standing.
- 6.2.9 A Quorum for a Special Meeting shall consist of not less than ten members in good standing.
- 6.2.10 In the event of ten members not being present within one hour of the hour given in the Notice of said Annual or Special Meeting, the President or Chair of the meeting shall adjourn the meeting to a time and date of not less than seven (7) days and not more than 21 days from the date of the original meeting. The Secretary shall give seven (7) days written notice to the Members of the date and place to which the meeting has been adjourned. A quorum for the adjourned meeting shall be five (5) Members in good standing.
- 6.2.11 The President shall chair all meetings. In the event the President is unable to fulfill this responsibility, the Vice-President will fill in.
- 6.2.12 At the annual meeting of VDMHA, the following, as appropriate, will be the order of business:
- Roll call of delegates;
 - Reading of the minutes;
 - Report of the President;
 - Report of the Secretary;
 - Report of the Treasurer;
 - Report of the Committees;
 - Resolutions;
 - Elections;
 - Orders and General Business;
 - Adjournment.
- 6.2.13 Business will be conducted by following Roberts Rules of Order

- 6.2.14 The President may, when deemed necessary, invite any member, or non-member to any meeting of the Association, to address a particular subject on the agenda
- 6.2.15 Voting on any issue arising at Meetings of the Members shall be decided by a simple majority of the eligible members present in person. Each eligible member in attendance is entitled to only one vote per family and issue, regardless of the number of positions they may occupy on the Board of Directors or other committees. There shall be no proxy votes. The Chairman of any meeting is not entitled to vote on an issue, unless it is to break a tie.
- 6.2.16 Where members are voting on Amendments to the Bylaws the following applies:
 - 6.2.16.1 Members must be given a minimum 21 days notice of the proposed amendments.
 - 6.2.16.2 75% of the members in attendance must vote in favor of the amendment for it to pass.

BY-LAW 7.0 MEETINGS OF THE BOARD OF DIRECTORS

- 7.1 Meetings of the Board of Directors:
 - 7.1.1 Shall be at the call of the President
 - 7.1.2 A minimum of six (6) board meetings per year shall be held and at least once every 2nd month. The Board may decide to meet more than once every 2nd month and may decide not to meet in a particular month.
 - 7.1.3 At the request of three members of the Board of Directors, the President shall convene a special meeting of the Board of Directors. The proceedings at such a meeting shall be confined to the matters specified in the request.
 - 7.1.4 Association members may submit, in writing, items for inclusion on the agenda of a Board of Directors meeting. These members shall be entitled to attend that portion of the meeting devoted to those agenda items but have no vote.
 - 7.1.5 A quorum for the transaction of business shall consist of not less than seven (7) members of the Board of Directors. Only members of the Board of Directors, present in person, are eligible to vote.
 - 7.1.6 The President is entitled to invite any member to be present or to make presentation to the Board when deemed necessary.

BY-LAW 8.0 THE EXECUTIVE & BOARD OF DIRECTORS

8.1 The Board of Directors shall consist of the following 14 positions.

- | | |
|-----------|------------------------|
| President | Secretary |
| Vice | Treasurer |
| President | Registrar |
| Past | Equipment Director |
| President | Directors at Large x 7 |

8.2 Director-at-Large may act as a Division Director.

8.3 Division Representatives

- 7.3.1 Each division shall appoint one parent to represent the division at Director Meetings.
- 7.3.2 In the event of more than one person wishing to take this position, the parents involved in that division shall vote for the person of their choice.
- 7.3.3 The term is for one year and concludes at the end of the normal hockey season.
- 7.3.4 All Team Rep positions are non-voting.
- 7.3.5 This position is a reporting and liaison position.
- 7.3.6 Division Reps can also be Directors.

BYLAW 9.0**DUTIES & POWERS OF THE BOARD OF DIRECTORS**

- 9.1 The Board of Directors shall have the power to appoint to any vacant Director position. That appointee will hold that office until the next Annual Meeting of the members unless deemed otherwise by the Committee. The appointment must have a 3/4 support of all Board members in attendance, before the appointment can be ratified.
- 9.2 The Board of Directors shall have control of the affairs of the Association, and shall govern in the best interests of the association.
- 9.3 The Board of Directors will have the power to impose and enforce penalties for violation of the Bylaws or Regulation & Rules of VDMHA.
- 9.4 The Directors shall be elected at the election meeting of the Association membership.
- 9.5 All Directors are elected for terms of three years.
- 9.6 One third of the Board of Directors will be elected each year.
- 9.7 The President shall be elected to a one-year term.
- 9.8 Each member of the Board of Directors shall be elected or appointed to hold office until the conclusion of his/her term. If any member of the Board of Directors resigns his office, or ceases to be a member of the Association, or without reasonable excuse absents himself from three consecutive meetings of the Board of Directors, or be suspended or expelled from the Association, the Board of Directors shall declare his office vacated. The Executive Committee shall then be charged with filling the vacant position subject to By-Law 8.1
- 9.9 The Board of Directors shall have the authority to appoint any committee as deemed necessary.
- 9.10 There shall be no remuneration for Directors of the Association, but a Director may be reimbursed for out of pocket expenses incurred on behalf of the Association, providing a majority vote of the Board is made prior to their being incurred, approves such expenses.
- 9.11 The Board of Directors may, by a three-quarters vote, forthwith remove from office any member of the Board for neglect of duty, or for conduct tending to impair such member's usefulness; for example "not meeting the responsibilities" of the Position.
- 9.12 The Board of Directors will supervise the collection and authorize the expenditure of funds of VDMHA, provided always that funds coming into VDMHA will be allocated in accordance with the purpose so intended.
- 9.13 The Board of Directors shall develop Policies and procedures for the management and operations of the Association.
- 9.14 The Board of Directors will interpret, define and explain all provisions of the Bylaws and Regulations of the Association.
- 9.15 The Board of Directors will adjudicate all disputes between members, which may arise between Annual Meetings.
- 9.16 The Board of Directors will appoint all delegates to attend all meetings of the members of Hockey Alberta, Zone Meetings and League meetings.
- 9.17 Where the President or Vice President is unavailable to Chair a meeting, the members present can nominate a Chairperson for the purposes of a meeting. This can only be done after fifteen minutes has passed from the "call of the meeting".

BYLAW 10.0**DUTIES AND POWERS OF THE PRESIDENT**

- 10.1 The President will have the power to suspend summarily, any player, coach, trainer, or manager of any team under the auspices of a member of VDMHA for ungentlemanly conduct, on or off the ice, for abusive language to any official, or for any other infraction, in the sole discretion of the President, deemed to be detrimental. Such suspension to be effective until dealt with by the Discipline Committee within a reasonable period of time, as determined by the Chairman of the Discipline Committee.

- 10.2 The President shall also have the power to prevent summarily any spectator from viewing any game or other activity, or to enter a facility to view such games or activity falling under the auspices of Vauxhall &

District Minor Hockey Association for any conduct, which in the sole discretion of the President is deemed to be unbecoming or detrimental to the game.

- 10.3 Further the President shall have the power to suspend summarily the player, coach, team official or the team to which the spectator is affiliated. Such suspension to be effective until dealt with by the Discipline Committee within a reasonable period of time, as determined by the Chairman of the Discipline Committee.
- 10.4 The President may delegate this authority to such Association Directors, officials or Committees as he designates.
- 10.5.1 No person may be elected President unless that person has served as a member of the Board of Directors for a period of not less than one year, with the exception made when there is no present board member able to make that commitment.

The President, within the jurisdiction of the Association, shall:

- 10.6. Be a signing officer for the Association
- 10.6. Shall be elected for a term of one year.
- 10.6. Exercise the powers of the Executive, in case of emergency
- 10.6. Discipline up to and including suspension of any member, coach, manager, player, trainer, or other official connected within the Association, subject to ratification at the next meeting of the Executive
- 10.6. Sit on committees as an ex-officio voting member,
- 10.6. Generally, manage and supervise the affairs and operations of the Association.
- 10.6. Together with the Registrar, or other officer appointed by the Board of Directors for that purpose, shall sign all resolutions, transfers, and releases.

BYLAW 11.0 DUTIES OF THE VICE PRESIDENT

- 11.1.1 No person may be elected a Vice-President unless that person has served as a member of the Board of Directors for a period of not less than one year, with the exception made when there is no present board member able to make that commitment. In the absence of the President, or in the event of his inability to act, the Vice-President shall first have and exercise all the powers, authority and restrictions of the President. The Vice-President will be appointed by the executive committee to be ratified at the next Board of Directors meeting.
- 11.2 The Vice President is the Chairperson of the Discipline Committee.
- 11.3 The Vice President shall act as the Referee – in – Chief.

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BYLAW 12.0 DUTIES OF THE SECRETARY

- 12.1 It shall be the duty of the Secretary to attend all meetings of the Association, and to keep accurate minutes of meetings.

- 12.2 The Secretary shall have charge of the seal of the Association; which whenever used shall be authenticated by the signatures of the Secretary and the President, or, in the case of death or inability of either to act, by the Vice President. In the case of the absence of the Secretary, another director as may be appointed by the Board shall carry out those duties.
- 12.3.1 The Secretary shall have charge of all the correspondence of the Association and be under the direction of the President and the Board.
- 12.4 The Secretary shall also keep a record of all the members of the Association and their addresses, send all notices of the various meetings as required and collect and receive the annual dues or assessments levied by the Association. Such monies shall promptly be turned over to the Treasurer for deposit in the association's financial institution.
- 12.5 The Secretary may have signing authority for the Association.

BYLAW 13.0 DUTIES OF THE TREASURER

- 13.1 The Treasurer shall receive all monies paid to the Association and be responsible for the deposit in the named financial institution of the Association.
- 13.2.1 The Treasurer shall properly account for the funds of the Association and keep such books as may be directed by the Board.
- 13.3 The Treasurer shall present a detailed account of receipts and disbursements to the Board when requested and shall prepare for submission to the Annual Meeting a statement duly audited of the financial position of the Association and submit to the Secretary a copy of the same for the records of the Association
- 13.4 The Treasurers shall have signing authority for the association.
- 13.5 If at any annual meeting for the election of officers so decide, the office of the Secretary and Treasurer may be filled by one person,

BY-LAW 14.0 BORROWING

- 14.1 For the purpose of carrying out its objectives, the Association may borrow, or raise or secure the payment of money in such a manner, as it deems appropriate, and in particular, by the issue of debentures. If the Board of Directors wishes to raise monies through a debenture, the decision must be ratified through Special Resolution of the members

BY-LAW 15.0 BANKING

- 15.1 The Signing Officers of the Association for the purpose of drawing cheques on the account or accounts of the Association shall be any two; the President, Secretary or Treasurer.
- 15.2 All signing officers of the Association must be able to be bonded.

BY-LAW 16.0 SEAL

- 16.1 The Board of directors may adopt a seal, which shall be the common seal of the Association.
- 16.2 The common seal of the Association shall be under the control of the Board of Directors, and the Board of Directors shall determine the responsibility for its custody and use from time to time.

BY-LAW 17.0 AUDIT

- 17.1 A person or firm qualified to do so as designated by the Board of Directors shall make an audit of the financial transactions of the Association at the end of each fiscal year.

BY-LAW 18.0 AMENDMENTS

- 18.1 The Bylaws may be rescinded, altered or added to by way of a “Special Resolution” at the annual meeting.
- 18.2 Notice of any proposed amendment or amendments must be filed with the Secretary in writing at least thirty days (30) prior to the meeting. The Secretary shall cause the contents of the resolution, or a summary thereof to be posted on the association Bulletin Board with the notice of the Annual Meeting.
- 18.3 Members shall be given a minimum of twenty –one days (21) notice of amendments to the Bylaws.
- 18.4 The Board of Directors is empowered to amend or alter Rules & Regulations, Policy and Procedures, as required to conduct the affairs of the Association. Amendments to Bylaws can only be made at an Annual Meeting of the members.

BY-LAW 19.0 MINUTES OF MEETING AND OTHER BOOKS AND RECORDS

- 19.1 The minutes of the meetings of the Association and of the Board of Directors shall be taken and prepared by the Secretary. After approval of the minutes the President and Secretary shall first sign them. The Secretary shall keep a record of all minutes arising out of meetings of the Association and the Board of Directors and shall have custody of all such minutes, as well as of other books, records, and documents of the Association.
- 19.2.1 The Secretary shall maintain the long-term records of the Association. All records shall be stored at the minor hockey office. Upon a change of Secretary position, all records shall be transferred to the new Secretary.
- 19.3 The Treasurer shall keep the financial records of the association. All records shall be stored at the minor hockey office. On a change of the Finance Director, all records shall be transferred to the new Treasurer.

BY-LAW 20.0 INSPECTION OF BOOKS AND RECORDS

- 20.1 The President shall make available for inspection, the books and records of the Association to a member of the Board of Directors at any time and to all other members of the Association in good standing at the Annual Meeting of the Association.

21.1 **General Policy** - The Vauxhall And District Minor Hockey Association expects all team officials to exhibit leadership qualities that promote player sportsmanship and decorum, as well as acceptable levels of propriety, towards opponents, game officials, and spectators.

As such, standards of behaviour should be clearly defined and maintained throughout the season, within a climate of mutual respect. It is recognized, however, that from time to time, sanctions may be necessary, from an external source, for behaviour, which transgresses acceptable standards. Such sanctions may be applied to any player, team official, team follower, parent, or member, and may take the form of:

1. A verbal reprimand
2. A written reprimand
3. A suspension
4. An expulsion
5. A combination of the above

The Vauxhall And District Minor Hockey Association through its elected or appointed officials, have the authority to discipline any player, team official, team follower, parent or member. The President shall ensure that written policy or regulations exist with respect to the application of discipline that ensures that each disciplinary incident is dealt with consistently within the process set out below:

Three different Discipline Stages are possible, namely:

- | | | |
|---------|---|----------------------|
| STAGE 1 | - | The Informal Process |
| STAGE 2 | - | The Formal Process |
| STAGE 3 | - | The Appeal Process |

Some incidents that may warrant disciplinary action are as follows:

1. Profanity by players, team officials or club representatives
2. A player who receives a game misconduct, gross or match penalty
3. A team assessed two or more bench minors in one game
4. A coach or bench assistant who is ejected from a game
5. A team, who in the opinion of the Chairman, is being assessed too many penalties of a serious nature

6. A team member or team follower who repeatedly brings discredit to the team and the Hockey Association, through violent, abusive, or gross behaviour, on or off the ice

7. Use of alcohol or other illegal substances while representing VDMHA through participation in any team activities

8. A parent or guardian who exhibits conduct unbecoming to the integrity of Vauxhall & District Minor Hockey program

9. Any team that fails to utilize ice time without prior notification

Two Minor Hockey Association Executive situations that will warrant disciplinary action are:

1. Any elected or appointed member of the VDMHA Board of Directors who does not attend three consecutive meetings may be relieved of his or her duties.
2. Any elected or appointed member of the VDMHA Board of Directors who, by a vote of the Board of Directors, is deemed to be doing an unsatisfactory job, shall by a 75% majority vote be relieved of his or her duties.

21.2 STAGE 1 THE INFORMAL PROCESS

STANDARD SUSPENSIONS

Where the Hockey Canada current Rule Book dictates a suspension for a player for a rule transgression, and game officials determine, by a write-up, that such a transgression took place, the coach in consultation with the Team Rep and a Director-at-Large, as a matter of routine will implement the suspension.

NON-STANDARD SUSPENSIONS

When incidents occur which may warrant disciplinary action the coach(s) and/or Team Rep shall report the incident as quickly as possible to the Director-at-Large, and at least prior to the next game, for action.

The Director-at-Large, and coach(s) along with the Team Rep, shall meet, investigate the incident, and determine the sanction to be applied. In investigating the incident they may consult such game officials, players, parents, or other observers that they may deem necessary to gain the relevant facts of the incident.

The coach(s) implements the sanctions with the players(s). A file must be created and established with the Vice President until the end of the season when the file will be maintained with the Secretary of VDMHA.

APPEAL OF DISCIPLINE

Notwithstanding the above, should a coach, player, or parent feel that Stage 1 has not satisfactorily resolved the issue, it may be appealed to Stage 2 in writing. However, Stage 1 sanctions remain in effect until Stage 2 is complete.

For incidents of a very serious nature, the Vice President may elect to suspend the player(s) indefinitely and proceed directly to Stage 2.

Any appeal of discipline must occur within 72 hours of notification of the original discipline being communicated. The appeal must be in writing to the Vice President who acts as the Chairperson for Discipline.

21.3 STAGE 2 THE FORMAL PROCESS

The DISCIPLINE chairperson (VP), on receiving a written appeal or request shall convene a Discipline Committee Meeting.

The Discipline Committee shall consist of a Director-at-Large but not the Director-at-Large involved in a Stage One decision, and another executive member approved by the President, and shall be no less than 3 people. The Division Rep shall also be a member of the Discipline Committee where appropriate and decided by the Discipline Committee Chair.

The Discipline Committee shall establish a hearing and invite such persons, as they deem necessary to provide information to the Committee.

The Discipline Committee shall, with all dispatch, render a decision and communicate that decision to the offending party (ies). Such communication may be verbal at the outset but shall be confirmed in writing with copies logged with the VDMHA Secretary.

The Vice President reports the outcome of the hearing to the President and to the Hockey Alberta Director of Zone 5 Operations.

APPEAL OF DISCIPLINE

Notwithstanding the above, should a coach, player, or parent feel that Stage 2 has not satisfactorily resolved the issue, it may be appealed to Stage 3 by writing to the Secretary, requesting an Appeal to the decision. This appeal must occur within 72 hours of the decision being communicated.

21.4 STAGE 3 THE APPEAL PROCESS

The Secretary on receiving a written request for an appeal shall place the item on the agenda for the next regular meeting of the Executive, and inform the President, Vice President.

The Executive may provide up to thirty minutes of meeting time for the person making the appeal to state their case. After the statement has been given, the executive will discuss the case in private.

The Executive shall render its decision by motion, and a simple majority of those members in attendance shall suffice.

The decision of the Board of Directors shall be final and binding on all parties, except for those avenues of recourse provided by Hockey Alberta and Hockey Canada.

Without restricting the foregoing the following general guidelines apply:

- a) First infractions by players will normally be satisfactorily concluded at Stage 1.
- b) Second infractions by players could proceed directly to Stage 2 under extreme circumstances.
- c) Infractions that involve coaches, team followers, or parents will normally proceed directly to Stage 2.
- d) Suspensions when applied to players shall specify:
 - The number of games to which the suspension applies, both league and exhibition, or
 - The time period for which the suspension applies
- e) Player suspension includes no activity in bench area, prior to or after the specified games, or during the specified time period.
- f) Suspensions when applied to parents, coaches, or team followers shall normally restrict the access of those persons to dressing rooms, bench areas, and possibly spectator areas of arenas.

BY-LAW 22.0 GRIEVANCES PROCEDURES

Parental, player, or team problems not resolved by the Head Coach &/or Team Manager shall be addressed to the respective Division Rep.

- 22.1 Resolution not received at the above level shall be directed to the Discipline Committee via the appropriate Division Rep.
- 22.2 All Grievances shall be initiated in writing to the Discipline Committee.
- 22.3 Upon receipt of written notification, a Grievance hearing date shall be set within seven (7) days.
- 22.4 The Vice President of the Association shall convene the Discipline Committee. In the event of conflict of interest, the Board of Directors will name another designate.
- 22.5 The decision of the Discipline Committee shall be given in writing within forty-eight (48) hours.
- 22.6 All decisions of the Discipline Committee shall be subject to appeal to the Board of Directors of the Association.
- 22.7 All decisions shall be subject to appeal to Hockey Alberta as provided for in By-Law XIII of Hockey Alberta.

BY-LAW 23.0 COURT AND LEGAL ACTION

- 23.1 13:02 & 13.3 from Hockey Alberta Bylaws & Regulations
- All decisions shall be subject to appeal to Hockey Alberta as provided for in By-Law XIII of Hockey Alberta.
 - Pursuant to By-Law 13.20 – Court Actions

(All People) by virtue and because of their status as such, agree that any recourse to the law court of any jurisdiction before all right and remedies as provided for by the Bylaws of the Association, Hockey Alberta and Hockey Canada have been availed of and utilized, shall be deemed by the Association to be unsportsmanlike conduct enabling the President to suspend and/or disqualify the said persons.

BY-LAW 24 FISCAL YEAR

The fiscal year of the VDMHA shall commence the 1st day of May of every year to and including the 30th day of April of the following year.