

Nipawin Minor Hockey Association (NMHA) "Policy & Procedures"

(Revised July 2016)

"NMHA Mission Statement"

"Lead, Develop and Promote Positive Hockey Experiences"

NMHA believes.....

- ***In a positive hockey experience for all participants, in a safe, sportsmanlike environment.***
- ***In the development of life skills which will benefit participants throughout their lives.***
- ***In the values of fair play and sportsmanship, including the development of respect for all people by all participants.***
- ***In hockey opportunities for participants regardless of age, gender, colour, race, ethnic origin, religion, sexual orientation, or socio-economic status.***
- ***In the importance for participants to develop dignity and self-esteem.***
- ***In instilling the values of honesty and integrity in participants at all times.***
- ***In the promotion of teamwork, and the belief that what group can achieve as a whole is greater than that which can be achieved by individuals.***
- ***In the value of hard work, determination, the pursuit of excellence and success in all activities.***

NMHA - Coaches Code of Conduct:

All Nipawin Minor Hockey Association Coaches shall obtain the appropriate training and certification for the level they are coaching, as set out by NMHA/SHA/Hockey Canada. Such training/certification must be obtained prior to the date set by SHA.

All NMHA coaches must demonstrate respect for the principles of Fair Play/Equal Development.

Coaches will demonstrate a commitment to promoting healthy lifestyles. They will accept the extended responsibility of recognition and education of the harmful effects of unhealthy choices such as alcohol/drug/ physical or mental abuse.

No coach or member of a team's coaching staff shall verbally abuse any player. For the purpose of this policy, any player refers to any member of the team they are coaching and any player of an opposing team.

No coach or member of a team's coaching staff shall verbally abuse any game official.

No coach or member of a team's coaching staff shall verbally abuse or threaten physical violence against any parent, fan, volunteer or member of an opposing team's coaching staff. For the purpose of our Codes of Conduct, examples of verbal abuse includes, but is not limited to, screaming obscenities at a player, belittling, demeaning or degrading a player in front of an audience or his/her peers, or saying or making any ethnic/racial slurs towards any player in the community or online. Physical abuse includes; but is not limited to, bumping into someone intentionally, pushing, punching, slapping, kicking or spitting.

Failure to follow these Codes of Conduct may result in immediate disciplinary action from NMHA Discipline Committee and/or SHA.

NMHA - Code of Conduct (General):

Complaints should be written, and mailed or delivered to NMHA Box 729, Nipawin, Sask S0E 1E0. As a volunteer organization, NMHA does not have the capacity or expertise to begin to accept video/photo/digital submissions regarding complaints.

No player, parent, coach or fan shall be verbally abusive to others.

No player, parent, coach or fan shall contact or attempt to contact any other member, on ice official, fan, or volunteer via telephone, email or any other electronic means (including any social media) for the purpose of verbally abusing them.

No player, parent, coach or fan shall "post" any verbally abusive message towards any volunteer or member. For the purpose of this policy, posting includes; but is not limited to, any traditional posters/ brochures/handouts or any method which utilizes any computer or wireless device to electronically distribute information. Example... Facebook, Twitter... (refer to Social Networking Policy for more details).

Failure to follow this Code of Conduct may result in immediate disciplinary action from the NMHA Discipline Committee.

Social Networking Policy:

Social networking is defined as using the Internet to send messages, videos, images, writing blog entries, etc. Social networks focus on building communities online with others of similar interests. The NMHA understands and appreciates the importance of social networking as it relates to the personal lives of its members.

Some common sense rules should guide NMHA members when using social media. Failure to follow these guidelines may result in disciplinary action from the NMHA Discipline Committee.

Members should not make statements that are demeaning to NMHA volunteers, its programs, employees, on-ice or off-ice officials, players, members, coaches, sponsors or any other persons associated with NMHA.

Members should not communicate confidential information that may include medical history (injuries or other), family situations, game plans or strategies and any other information that is deemed confidential.

Members should not share photos, videos or comments that promote negative influences or criminal behavior, including but not limited to: physical violence, drug use, alcohol abuse, public intoxication, etc. (Example, posting a fight online would be considered inappropriate).

Members should not post inappropriate, derogatory, racist or sexist comments of any kind that contradict the policies outlined by the NMHA and SHA.

Members should be advised that NMHA owns and maintains all legal rights to its email and network, and any email passing through these systems is owned by NMHA. Keep in mind emails may be backed up, otherwise copied, retained, or used for legal, disciplinary, or other reasons and it may be subject to use for purposes not anticipated by the sender.

Any email sent to or from certain public or governmental entities may be considered public record. Do not expect privacy when using a corporate network and corporations have the right to monitor any and all use of their computer network.

Members should not contact other players, coaches, team officials or referees via any form of social media.

NMHA - Parents Code of Conduct:

- 1) I agree to support and encourage my child, attend games and cheer for all players, including the opposition.
- 2) I agree to practice good sportsmanship and avoid yelling at my child or any child about their performance prior to during or after the game.
- 3) I agree youth sports are for kids, not adults.
- 4) I agree to bring my child to practices and games on time and contact the coach(es) if my child cannot attend or will be late for a practice or game.
- 5) I agree to be a positive role model for all children by avoiding complaining about or yelling at referees.
- 6) I agree to not coach my child or any other players from the sidelines or the stands. If I have an issue with the coach, I will address it in private after a 24-hour cooling period through my designated team contact as set out by my team.
- 7) I will always remember that I am the adult and should act like one. It is more difficult for a child to deal with an out-of-control parent than for a parent to deal with an out-of-control child.
- 8) I agree to respect and show appreciation for the volunteer coaches who give their time to coach a sport for my child.
- 9) I agree to respect and show appreciation towards all volunteers involved with minor hockey including, but not limited to, Association Board of Directors, Executive members and team volunteers.
- 10) I agree to be respectful in social media of all parties associated with the sport of minor hockey.

Violations of this Code of Conduct may result in:

First violation will be a *meeting with the parent(s) and a written warning from the Board that outlines the ramifications of future violations.*

Second violation will be a one game suspension for both player and parent.

Third violation will be a meeting with the NMHA Discipline Committee where appropriate discipline will be applied.

Note: Each situation will be viewed on an individual case by case basis.

NMHA - Board of Directors Code of Conduct:

All NMHA Board of Directors (BOD) members, in their corporate capacity, have a responsibility to effectively discharge the duties of their position with honesty, integrity and in the interests of public morals and civility. In doing so, members are expected to comply with, support and promote the guiding principles set out within this Code.

The guiding principles are consistent with NMHA's mission, values, and by-laws. It is expected that all NMHA BOD members support and promote the following principles by leadership and example:

Respect

Board of Directors members respect diversity of opinion, ideas and debate.

This is demonstrated by;

Recognizing the equal right of all public and NMHA members to be heard and respected.

Recognizing, promoting, valuing and encouraging awareness of the diverse expertise, experience and knowledge that exists among BOD members and the benefit of such to constructive debate, the democratic process and effective decision making.

Promoting collaborative behaviour characterized by mutual respect and efficient use of time.

Avoiding personal or group criticism of fellow members both at and away from meetings.

Integrity

BOD members do not place themselves under any obligation to outside individuals or organizations that might influence them in the performance of their official duties with NMHA.

BOD members shall represent NMHA publically in a respectful manner.

This is demonstrated by making decisions in the NMHA's best interest, maintaining boundaries and avoiding personal and competing professional interests.

Openness

BOD members are as open as possible about all the decisions and actions that they take. Identifying, disclosing and acting appropriately on conflicts of interest. Being transparent in providing all reasons and supporting rationale for decisions made by the BOD. BOD members will hold themselves and each other accountable for meeting the behaviours of this code of Ethical Conduct.

Process for Holding BOD Members Accountable to the Code

It is the responsibility of each and every BOD member to hold herself/himself accountable for behaving in accordance with this Code of Ethical Conduct. In addition, members have a responsibility to hold each other accountable for behaving in accordance with the Code. If a BOD member has concerns that the behaviour of another member did not reflect the Code of Ethical Conduct, the member is expected to;

Discuss her or his concern with the BOD member whose conduct was perceived to be inappropriate;

If the member does not recognize the problem and takes appropriate action or the behaviour continues, discuss the concern with the President.

If the inappropriate behaviour is confirmed and continues after a meeting with the President, the issue shall be brought before the full Board of Directors. Following proper presentation and discussion of the issue, the BOD shall vote, in accordance with existing voting rules, on suspension / dismissal from the Board of Directors of the member whose behaviour is being addressed.

Criminal Records Check Policy:

Criminal Record Checks – Registered Team Officials:- ANNUAL REQUIREMENT or SHA guidelines

DEADLINE - DECEMBER 1

Each hockey season, all registered team officials (registered by NMHA in the Hockey Canada Database) are responsible for providing a current Criminal Occurrence Security Check (COSC) that has provided the Police consent to do a search within the vulnerable sector (dealing with minors).

Process:

Registered team officials will obtain an original authorization letter from NMHA or designate authorizing the individual to obtain a COSC as a registered team official with NMHA. The registered team official will submit the authorization letter along with their completed COSC application to the RCMP.

The authorization letter must be an original letter on NMHA letterhead signed in blue ink by the NMHA President or the NMHA Executive Director. Submitting the letter with the COSC application will insure that the applicant is charged the non-profit / amateur sports sector rate of \$10.00 per COSC.

All registered team officials must submit the ORIGINAL COSC letter they will receive back from the Police Service to NMHA or designate no later than **DECEMBER 1**. If you are a team official on another NMHA team, only one COSC must be completed. Please provide the original COSC letter to NMHA.

*** Unregistered guest coaches such as skills coaches, power skating instructors, goaltender coaches, etc. must have submitted an original version to NMHA of a clean criminal record check including the vulnerable sector search that is currently dated. It is team management's responsibility to request proof of a clean COSC from guest coaches.

Note: Please keep a copy of the letter from the Police Service for your records should you require it for other organizations.

Registered team officials who do not submit their original completed COSC letter to NMHA by DECEMBER 1, will be IMMEDIATELY INELIGIBLE TO BE AN ACTIVE TEAM OFFICIAL until a COSC letter is submitted. The team official will also be subject to a \$50.00 fine.

NMHA will destroy all COSC correspondence and letters at the conclusion of each season - please keep a copy of your letter for your own records or for use with another organization.

Concussion Management Policy:

If it is suspected that a player has experienced a concussion, the player must be removed from play and evaluated by a physician or nurse practitioner as soon as possible. If a concussion has been determined to have occurred, the player must receive written medical clearance from a physician or nurse practitioner in order to return to practice and/or game play.

Please see the Hockey Canada website or their "Head Smart" App for more information on concussion prevention and awareness.

RULES AND REGULATIONS

(Revised July 2016)

REGULATION I Changes in Rules or Regulations

1. The NMHA membership, or the NMHA Board of Directors, may call for a meeting to change any or all of the NMHA rules or regulations at any general meeting or special meeting called by the President for this purpose. (See Article 7)
2. All motions for changes must attain a two-thirds majority vote.

REGULATION II Power of the President

1. The President, by the powers vested in him or her by virtue of his or her office and with the sanction of his / her Board of Directors, may appoint or cancel the appointments of Committee chairpersons, or any other appointed officers, as well as monitor the actions of Division Coordinators, and take the necessary steps required to ensure that all divisions are represented fairly at all NMHA meetings throughout the year.

REGULATION III Ice and Schedules

1. The General Manager shall develop the required indoor ice allocation for the coming season. All ice allocation requests shall be based on the requirements of the NMHA programs. The General Manager's recommendations shall be submitted for approval to the NMHA Executive Board and, upon approval, will submit the ice requirements to the Town of Nipawin.
2. The ice allotment received from the Town of Nipawin shall be distributed to the NMHA's programs, as deemed fit by the General Manager. All ice bookings and cancellations must be notified to the GM.
3. Schedules are to be drawn up by the NMHA General Manager and distributed as soon as possible once the number of teams in each program is confirmed. **All Ice Time Changes must be sent to the NMHA General Manager for approval.**

REGULATION IV Division Coordinators

1. Coordinators will represent their respective program and/or committee in order to develop objectives, ice requirements, and programs for their respective program, and such related duties as may be requested by the NMHA. They will communicate with their respective teams in their division and operate along with the General Manager and act as a liaison mediating any potential concerns brought forward from their respective division.
2. A Division must have a coordinator represent each program; Division Coordinators should not have a child in the division they represent.

REGULATION V Team Selection

1. All house teams will be divided as equally as possible with a joint meeting involving the Division Co-ordinator and assigned coaches as approved by NMHA. Players will be selected and shall be determined in the best interest of the NMHA by the Board of Directors, who shall be governed in determination of the said league by the terms of reference as set out.

(a) In the event that there are enough players for more than 1 team and not enough Head Coaches, players will be selected for the team that has a coach and ice time will be provided for that team. The team selected by the head coach and the division co-ordinator. Ice time will not be provided to the group of players without a Head Coach until the position has been filled.

b) All submissions for "Carded and/or Provincial Intent" must be submitted to the NMHA for approval by Dec.15 of each hockey season. A written decision will be provided in response within 14 days.

REGULATION VI Player Registration/Releases

1. A completed SHA Team registration form must be submitted to the NMHA General Manager.
2. A NMHA "Release Application" must be completed and signed by all appropriate persons prior to the release being granted. A NMHA player wishing to request a release to an out of town AA Team will be released unless NMHA obtains AA status. All other releases will be reviewed on a case by case basis.

REGULATION VII Coaches & Managers

1. Each registered NMHA team must have, at a minimum, a coach, an assistant coach, a safety person, a team official with Coach Goaltender Certification and a manager, the latter to be responsible for organizing timekeepers and/or scorekeepers. In the event that the manager is not in attendance at the game, the assistant coach will assume his duties or insure that someone is appointed in his place.

The home team shall appoint the timekeeper; the visiting team shall appoint the scorekeeper. The home team should have two individuals in the penalty box area - one to work the penalty gates. For Bantam and Midget leagues, the NMHA recommends that both teams supply two volunteers so that both penalty boxes have a volunteer in place to open and close the gates.

Note: Where the NMHA appoints timekeepers, these shall take precedence over the above.

2. As of February 1, 2016, all minor hockey coaches from Novice to Midget are required to hold a minimum of Coach Level Standing. Note: Intro to Coach Certification cannot be used by Novice Coaches - they must obtain Coach Level.

3. As of February 1, 2016, all head coaches in Pee Wee AA, Midget AA and Bantam AA Female are required to hold a minimum Development 1 Certification.

4. As of February 1, 2016 all Bantam AA (male teams only) and Midget AAA Head Coaches (male and female teams) must have their Development 2 certification. All Assistant Coaches in Bantam Tier AA and Midget AAA must hold their Development 1 certification.

5. As of February 1, 2016, all registered team officials (coaches, managers, trainers, safety persons, stick boys, guest coaches) 16 years of age or older must hold their Speak Out or Respect in Sport certification. A registered team official is an individual registered for insurance who will either be on the ice for practices or on the bench for games at any time during the season.

6. As of February 1, 2016, all minor hockey coaches in the Initiation level are required to hold Intro to Coach certification.

7. As of February 1, 2016, all minor hockey teams must have registered one team official who has certified for the Hockey Canada Safety Program.

8. As of February 1, 2016, head coaches on all teams from Novice to Midget (MINOR AND FEMALE TEAMS) must have attended a SHA Checking Certification Clinic (formerly Body Checking). NOTE: THIS RULE APPLIES TO COACHES OF ALL MINOR TEAMS FROM NOVICE TO MIDGET INCLUDING NO BODY CHECKING TEAMS AND FEMALE TEAMS.

9. As of February 1, 2016 all minor and female teams from Novice to Midget must have a registered team official that has the COACH GOALTENDER CERTIFICATION.

10. Head Coaches and Team Managers must be at least 18 years of age. An individual under 18 may be registered as an assistant coach or stick boy to learn how to coach and manage.

11. Player-Coaches are not permitted in any NMHA program. If a registered adult coach is not present for a game, the game must be forfeited by the team without a coach.

12. It is the sole responsibility of the coaches and managers to ensure that they maintain strict control of their players. Swearing, illegal use of sticks, and acts of roughing and fighting reflect the control exercised by the team management. Strict disciplinary action will be carried out for neglect of duty, resulting in the possible suspension of the coach and/or manager and/or the team.

13. Any official, coach, manager, representative, team or player may be subject to disciplinary action by NMHA.

14. NMHA coaches who play suspended players shall be subject to a minimum suspension of 30 days. The suspended coach's team will be subject to forfeit losses for any wins played with a suspended player.

15. Under certain circumstances, as deemed necessary by the discipline committee, players and coaches will be required to attend anger management counseling before returning to their teams.

16. *HELMETS / EQUIPMENT*

(a) Any coach, trainer, assistant coach, guest coach or volunteer who is on the ice at practice must wear a CSA approved hockey helmet. i) First Offence - Any on-ice participant found to be in violation of this Regulation will be given a warning by a person in authority (Division Coordinator, Executive Board member, Arena Staff and or any member of the NMHA Board of Directors). This warning may be verbal or written, and shall be reported to Nipawin Minor Hockey. The violator (s) will be asked to leave the ice and may not return until a CSA approved hockey helmet is affixed and securely fastened to their head. If the violator (s) refuses to leave the ice, he or she will be reported to the NMHA Discipline Committee and face the penalty that applies to a second offence. ii) Second Offence - An automatic five (5) game suspension from all hockey activities. iii) Third Offence - An automatic suspension from all hockey activities until a formal hearing is held by the NMHA Discipline Committee.

This regulation applies to any teams from minor hockey associations that interlock in any associated leagues.

(b) While on the players' and/or penalty bench, all players must wear their approved helmet and facial protector. Any

goaltender on the bench, as a minimum, is required to properly wear the same protective head equipment as players. (c) Injured players may only be on the bench for a game if they are (i) listed on the games sheet; and (ii) dressed in full equipment. Injured players cannot be listed on the game sheet if they have been replaced with an affiliate player.

17. NMHA RECOMMENDS that all players from Novice through Midget (with the exception of goaltenders) properly wear mouth guards for all games and practices. Mouth guards are also optional in the Initiation (age 5 and 6) division.

18. All players, including goaltenders, must properly wear BNQ Certified Neck Guards (separate piece of equipment preferred) for all games and practices. Failure to wear a neck guard or the improper wearing of a neck guard during games may result in a minor penalty for illegal equipment. Penalized players will not be permitted to resume participating in the game until a neck guard is worn properly. It is the responsibility of coaches to insure that their players are wearing a neck guard at all games and at all practices. Coaches will face suspension for not enforcing this important safety regulation with their teams.

19. Criminal Record Checks – Registered Team Officials:- *Annual Requirement - DEADLINE DECEMBER 1 (see CRC Policy)*

Each hockey season, all registered team officials (registered by NMHA in the Hockey Canada Database) are responsible for providing a current Criminal Occurrence Security Check (COSC) that has provided the Police consent to do a search within the vulnerable sector (dealing with minors).

20. MIDGET-AGE TRAVEL POLICY: For travel outside of home community for sanctioned team events (tournaments, games, practices, special events, training), midget-age players may not drive themselves without parent or adult supervision. All travel to sanctioned team events must be supervised by a parent from the team or a non-parent adult coach on the team. The parent or non-parent adult coach must be driving or, at a minimum, supervising if a midget-age player is driving.

REGULATION IX League Play

1. The official rules of Hockey Canada shall be followed except where modified in this document or by special NMHA Board of Directors declaration.
2. NMHA teams must play in their registered age division unless approved by the NMHA.
3. NMHA teams shall enter SHA or other Hockey Canada Branch sanctioned tournaments only.
4. Coaches must ensure that all Rules and Regulations set out are adhered to.
5. All league games and practices in all divisions shall be played within the allotted time.
6. If a regular season game has started and is stopped permanently due to unplayable conditions or other circumstances (e.g. ambulance called), it will be deemed as an official game score once two periods have been played. The team leading at the time play has stopped will be declared the winner and will be awarded two points in the standings (in leagues where standings are kept). For playoff games, all situations will be reviewed by the SMHA on a case by case basis.
7. It shall be the duty of the referee in charge that game sheets are filled out properly and **signed by both team coaches** and all referees and linesmen.
8. No team shall be allowed more than ten minutes to appear for the start of a game. After this time elapses the referee may cancel the game. If requested by the Coach of the team ready to play, an extra five minutes may be granted.

REGULATION X Player Affiliation

1. At all times a player may only be affiliated with one team.
2. A team shall not list any more players and affiliated players on a game sheet than the number of players listed on the registration sheet filed with the NMHA. All attempts shall be made to have fair selection process of Affiliate Player selection.

EXCEPTION (2): Teams with less than 15 skaters may dress enough affiliates for all games to have 15 skaters on their roster. Affiliates are still subject to all clauses under Regulation X.

3. Midget teams may have affiliated a maximum of 8 skaters plus 2 goaltenders from a lower division, age classification or category of hockey registered from the parent zone.
4. Bantam and Pee Wee teams may have affiliated a maximum of 6 skaters plus 2 goaltenders from a lower division, age classification or category of hockey registered from the parent zone. Exception-Bantam AA (see # 14 and # 15).
5. Atom and Novice teams may affiliate a maximum of 6 skaters from a lower division, age classification or category of hockey registered.
6. Teams with less than 15 skaters: Midget teams with less than 15 skaters may affiliate a maximum of 12 skaters plus 2 goaltenders. Bantam and Peewee Teams with less than 15 skaters may affiliate 10 skaters plus 2 goaltenders. Atom and Novice Teams with less than 15 players may affiliate a maximum of 8 players.

7. Affiliate players are not permitted to miss a practice with his or her team to attend a practice of the affiliate team.

8. Per the Saskatchewan Player Development Model, coaches must first obtain the permission of (1) the player and (2) the affiliate player's coach. It is the obligation of the coach who wants to use the affiliated player to call/email and ask the permission of the affiliate player's coach and then the player to insure there is no conflicting game of the affiliate's team or that the affiliate player is not suspended. It is the responsibility of the affiliate player's coach to allow the affiliated player to go up and play or practice when the affiliating team calls, provided there is not a conflicting game occurring. Unless special circumstances exist, it is expected that the affiliate player's coach will permit the affiliated player to play in a game when requested if the affiliate player's team has a conflicting practice scheduled.

When an affiliate player is used in a game, it is expected that he or she will receive a reasonable amount of ice time during the game.

13. A properly affiliated player may play an unlimited number of games with his affiliated team.

REGULATION XI Suspensions, Appeals, Protests

Note: All suspension lengths listed below are MINIMUM guidelines and may be increased.

1. Video submissions by teams or individuals will not be accepted by NMHA for use in the consideration of discipline or suspensions.

2. Any player or team official ejected from a game must proceed directly to the dressing room and remain in the dressing room or leave the rink area for the balance of the game. Any suspended person causing a disturbance at future games, while still under suspension shall be subject to further disciplinary action.

3. A player or team official suspended in the NMHA is suspended from hockey games, except practices with his/her registered team, until his/her NMHA suspension is served or reviewed and written direction is provided. Also, if a player is suspended by the SHA or any other sanctioned league in Saskatchewan, he/she is suspended in the NMHA until the SHA / outside league suspension is completed or lifted.

4. Any player or team official registered with the NMHA fighting immediately before or after a game, off the ice, inside or outside of the rink, shall receive an indefinite suspension with the right to appeal for reinstatement.

5. In the case of game officials (referees, scorekeepers, goal judges, timers, etc.) using profanity, such actions shall be reported to the Executive of the NMHA for review.

6. Any team official playing a suspended or ineligible player shall be suspended for a period of one (1) month from the date of the infraction. The game will be recorded as a default loss to the offending team and a default win for the opponents. Players may also be suspended under this rule at the discretion of the NMHA Discipline Committee.

7. Any player assessed a major penalty shall also be assessed a game misconduct penalty.

8. Match Penalties -Abuse of Officials (Rule 9.6 a, b or c) - Indefinite suspension from ALL ASPECTS OF HOCKEY until review by the **SHA**.

9. NMHA will follow the Hockey Canada Minimum Suspension Guidelines. NOTE: Some NMHA suspension lengths may exceed the minimum standard set by Hockey Canada or SHA. All Major and Match penalties will be cumulative PROVINCIALLY under the guidelines set out.

10. (a) Any player identified as the only player fighting on a game sheet will be treated as the instigator/aggressor and will be suspended as per the chart above.

(b) Provided the opposing player does not receive a penalty on the same play, any player receiving an Instigator and/or Aggressor penalty along with being the only player identified as fighting on the game sheet will be suspended as follows: 1st offense – three (3) game suspension; 2nd offense – indefinite suspension until review by the NMHA Discipline Committee.

11. Unsportsmanlike 10-Minute Misconducts – Rule 9.2, 4.5 or similar;

Any player accumulating **THREE (3)** 10-minute Misconducts in SMHA league play = one (1) game suspension

4th Infraction	2 game suspension
5th Infraction	3 game suspension
6th Infraction	5 game suspension
7 th Infraction	indefinite suspension pending a hearing

12. Minor Checking from Behind (CFB) penalties – Rule 6.4;

Any player accumulating TWO (2) minor CFB penalties in SMHA league play = one (1) game suspension

3rd Infraction 2 game suspension

4th Infraction
5th Infraction

3 game suspension
indefinite suspension pending a hearing

13. NEW: Team Accumulations (SHA - province wide):

Team receiving a combination equaling 2 major / match penalties in one game;

Coach Suspension= 1 game suspension

2nd Violation of same; Coach Suspension = 3 game suspension

3rd violation of same; Coach Suspension= indefinite suspension pending a hearing

14. Any NMHA coach, team official or player that is also involved in **AAA spring / summer hockey programs** who has tryouts or practices that directly affect attendance at NMHA scheduled games, practices or sanctioned tournament games shall be suspended indefinitely from all NMHA activities until reviewed by the discipline committee.

15. Guidelines for Suspended Coaches and Team Officials:

- Suspended Coaches are not permitted in the dressing room prior to, in between periods or immediately after the game.
- Suspended coaches should be marked on the games sheet as suspended and as serving 1 of 2 etc.
- Suspended coaches should not sign the game sheet.
- Suspended coaches should watch the game from the stands as a spectator and not give any impression that they may be assisting in actively coaching their team in any way. They are welcome to take notes and/or keep stats while watching.
- Suspended coaches should not go near their team bench prior to, during, or immediately following games.
- Suspended coaches should not be in the timekeeper's box during games
- Suspended coaches may practice with their team unless suspended under Rule 9.6 or 9.7
- Suspended coaches are suspended from all teams they are registered to as a team official until the suspension is served with the team where the suspension occurred.

16. Any NMHA suspension of five (5) games or less shall be without the right of appeal.

17. Any suspension of six (6) games or more may be appealed. This appeal must be made in writing directed to the NMHA President through the Division Coordinator. **The appeal must be submitted with a \$100.00 cheque payable to Kidsport.** If the appeal is successful, the cheque will be returned. If the appeal is unsuccessful, the donation will be provided to Kidsport, on behalf of the individual appealing.

18. Protests on a point of rules only, as set out in the Bylaws, Rules and Regulations, will be entertained. **No protest** on a referee's discretionary decision will be entertained.

19. The NMHA President and Division Coordinator involved comprise the designated committee to decide if a protest shall be entertained.

20. The Protest/Appeals Committee shall be chaired by the President or his/her designate. Other members shall include the Division Co-ordinator, General Manager or his/her designate and one other Executive Board member. The Committee shall investigate and decide all matters pertaining to protests and appeals.

21. Where a conflict of interest may occur in Regulation XI 18, the President may designate a replacement member.

22. Protests and all supporting evidence thereof must be submitted to the President C/O the NMHA office in duplicate accompanied by a \$100.00 fee **within 24 hours of the game played.** If the protest is upheld, the fee shall be refunded.

23. All referees must submit in writing (on the back of the game sheet) the full details on special penalties awarded or altercations which take place. This includes all Misconducts, Game Misconducts, Gross Misconducts, Match and Major penalties assessed to players and coaches.

24. Coaches in breach of the NMHA "Coaches Code of Conduct" are subject to disciplinary action from the NMHA Discipline Committee. Disciplinary actions may include suspension from coaching through to removal as a coach for severe conduct unbecoming a coach.

Note: Discipline Committee consists of President, Division Coordinator, Referee in Chief, and 1 appointed NMHA Board member.

BYLAWS

(Revised July 2016)

ARTICLE 1

The name of this corporation shall be "the Nipawin Minor Hockey Association Incorporated" hereinafter referred to as the Corporation of the NMHA.

ARTICLE 2

The aims and objectives of this corporation shall be:

- (a) To promote, govern, and improve organized hockey within the territory under its control.
- (b) To stress the values, appreciations, and skills involved in hockey.
- (c) To exercise a general supervision and direction over the playing interests of its players coaches, managers and executives with the emphasis on the enhancement of good character, citizenship, and sportsmanship.
- (d) To ensure that there is enjoyment of the game at the same time that good competition is involved.
- (e) To develop as many teams at each level as are practical and economically feasible.
- (f) To develop for each of our hockey programs an outline of aims and objectives consistent with the aims and objectives of the NMHA and further to provide a program outline to meet these specified aims and objectives.
- (g) To promote an educational program to familiarize the membership with the aims, purpose, bylaws, rules and regulations of NMHA.
- (h) To ensure that every player registered in the NMHA has the opportunity to play at his/her highest level or tier possible.

ARTICLE 3

Membership

- (a) Membership is open to any team not affiliated with any other organized league or association. Teams may be admitted subject to the approval of the Executive by application to the General Manager.

ARTICLE 4

This Corporation by virtue of its affiliation with the Saskatchewan Hockey Association is a member of Hockey Canada, the governing body of amateur hockey in Canada.

ARTICLE 5

That the NMHA Incorporated shall have direct jurisdiction to register and govern all age groups of hockey.

ARTICLE 6

Organization:

- (a) The NMHA shall operate through:
 - A Board of Directors consisting of the following:
 - Past President
 - President
 - Vice President
 - Secretary
 - Division Coordinator - Initiation
 - Division Coordinator - Novice
 - Division Coordinator - Atom
 - Division Coordinator - PeeWee
 - Division Coordinator - Bantam
 - Division Coordinator - Midget
 - Division Coordinator- Girls Hockey
 - Division Liaison Midget AA
 - Referee-in-Chief
 - Coach & Equipment Coordinator
 - NMHA - General Manger

- (b) The Board of Directors shall have the power to suspend any voting member (as defined in Article 3), any player, trainer and other official connected with any member team.

ARTICLE 7

This Corporation, at any annual, special, general, or Board of Directors meeting, may adopt, amend, revise, or repeal rules or regulations for the governance of this organization provided that thirty days' notice in writing has previously been given to the Executive Director of the organization and communicated by him to the members of the Board of

Directors at least fifteen days prior to the holding of such meeting, provided, however, that at any Board of Directors meetings so held, the notice herein required may be waived by a majority vote.

ARTICLE 8

(a) The Bylaws of the Corporation shall not be altered except at an Annual Meeting and notice of the proposed alteration shall be given to the General Manager in writing not later than 2 weeks prior to the Annual General Meeting and shall forthwith notify all those entitled to vote at such Annual Meeting. An amendment to the Bylaws shall be made only at the Annual Meeting by a three-quarters majority of the members voting thereon.

(b) Without prior notice an amendment to the Bylaws of NMHA may be presented only after unanimous consent of those members present is obtained.

ARTICLE 9

Executive Meeting - a quorum shall consist of a majority of the Executive and shall include either the President or the 1st Vice President or both.

ARTICLE 10

(a) Meetings shall be called only by the President, and the General Manager shall duly notify the Board of Directors of the time and place of such meetings.

(b) The Annual General Meeting of the NMHA shall be held during traditional non-hockey months as soon as possible after the completion of the NMHA hockey programs. The date, time, and place shall be set by the Board of Directors and advertised accordingly.

ARTICLE 11 – NMHA Executive Board

Board of Director - Duties:

- (i) To carry out any duties designated by the President.
- (ii) To follow Board Code of Conduct and attend Executive Board meetings regularly.
- (iii) Be responsible for the establishment and coordination of the developmental of each division program, including coach selection, and be responsible for his/her division and act as in the best interest of the NMHA.
- (iv) To serve as a member of Committees.
- (v) Attend any required or requested meetings on behalf of the NMHA, and report back to the board.
- (vii) Assist in team selections if requested or required.
- (viii) To serve as host Chairperson for any Provincial Tournament that is hosted by the SMHA on behalf of the SHA in his/her division.

General Manager – Duties:

- (i) The General Manager shall be a paid position as recommended by the NMHA board. The recommended person must then be approved by the majority of the Board of Directors and is responsible to the board.
- (ii) To keep an accurate record of the proceedings of all meetings of the NMHA.
- (iii) To take care of such correspondence as is delegated to him/her by the Board of Directors.
- (iv) To ensure that all forms and directives are available for distribution.
- (v) To schedule and prepare ice time usage.
- (ix) To pay all accounts on a timely basis.
- (x) To keep an accurate record of all moneys received and disbursed and report same at each regular meeting.
- (xi) To present an interim income and expense statement at the Annual General Meeting of the Nipawin Minor Hockey Association Incorporated.
- (xii) To make application for grants on behalf of NMHA.
- (xiii) To carry out any duties relative to his/her office.
- (xiv) To prepare, in conjunction with the Finance Committee, a budget for the year following, by September 15 of each year.
- (xv) To notify the Board of Directors of any delinquent registration accounts on or before January 1.
- (xvi) Immediately after the Annual Meeting to make arrangements to establish the bank signing authority.

Referee-in Chief - Duties:

- (i) The Referee-in-Chief (RIC) is a paid position, and will be assigned to the Appeals Committee on behalf of NMHA.
- (ii) The RIC must be a registered SHA official in good standing with at least five years' experience as a referee.
- (iii) Responsible to recruit and retain a referees.
- (iii) To ensure the NMHA Referee's Division develops and implements an evolving referee development, mentorship and supervision program – that will include on and off ice training for new and experienced officials.
- (iv) The Referee-in-Chief will be a full-voting member of the NMHA Board of Directors.
- (v) The RIC will report to the NMHA Board of Directors on the Development program as well as its progress.
- (vi) The RIC, is responsible for making recommendations to the General Manager on the budget for the Referees Division. The budget will include proposed rates of pay for referees and supervisors for all leagues that the NMHA assigns referees to; training and education costs for ice rentals, room rentals, instructors, etc.; supervision

budget; and any honorariums to be paid to Referee Division Committee.

(vii) The RIC will be responsible for insuring that referees are assigned to all games requiring referees and that all referees get paid accordingly for the games they volunteer to referee.

(viii) To ensure that discipline procedures are in place for referees that do not show for hockey games or who behave outside the allowed codes of conduct.

(ix) To ensure that all referees registered to the NMHA Referees Division are made aware of all policies and procedures.

(x) To ensure that all referees registered to the NMHA Referees Division are classified into their proper levels based on their abilities and experience.

ARTICLE 12

Nomination and Election of Officers:

(a) A slate of candidates for open positions on the Board of Directors shall be presented by the NMHA at the Annual General Meeting. Approval by the nominee must be obtained before the nomination is accepted.

(b) All officers may stand for re-election.

(c) Persons wishing to be elected to the position of President of this Association must have served at least one year, within the last three years, on the Board of Directors of this Association.

(d) The elected members of the Board of Directors shall be elected at the Annual General Meeting for a term of two years. Terms shall be elected in odd-numbered years. Note: Persons wishing to be elected to the position of Referee-in-Chief of this Association must be a registered SHA official in good standing who has served on the NMHA Board of Directors for at least one year, within the last two years. The presentation of offices for the purposes of election shall be in the order established.

(e) A vacancy on the Board of Directors shall be filled by Appointment. Such appointment to be effective after approval is obtained from the Board of Directors, and shall remain in effect until the next Annual General Meeting of the NMHA.

ARTICLE 13

Subject to the exception explicitly provided for in Article 8, decisions passed by a quorum of the members at any general, special, annual or Board of Directors meeting on all matters pertaining to the operations and furtherance of the objectives of the Corporation shall be binding on all members of the Corporation.

ARTICLE 14

Subject to The Non Profit Corporations Act, the corporation may borrow or raise or secure the payment of money in such manner as the Board of Directors shall decide at a Board meeting, and such moneys borrowed or raised shall be used to the furtherance of the purposes of the Corporation.

ARTICLE 15

Subject to The Non Profit Corporations Act, the corporation may acquire and take by purchase, donation, devise or otherwise, land and personal property, and may sell, exchange, mortgage, lease, let, improve and develop same, and may erect and maintain necessary buildings, whosoever situate for the furtherance of the rehabilitation program that shall be devised by the directors in general meeting.

ARTICLE 16

Subject to The Non Profit Corporation Act, on dissolution of the corporation, its property and assets shall, after the payment of all liabilities, be donated for such charitable, benevolent or education purposes as may be decided by the corporation in general.