

GENERALE

L'Association sera connu sous le nom de "Association du hockey mineur de Bathurst" (AHMB) et/ou "**Bathurst Minor Hockey Inc. (BMHA)**", hereinafter referred to as the "Association". The head office of the Association is located at the KC Irving Centre at 850 St-Anne Street, in the City of Bathurst, Province of New Brunswick. The mailing address is:

BMHA'S OFFICE/BUREAU DE L'AHMB
Bathurst Minor Hockey - Hockey Mineur de Bathurst
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PREFACE

The Constitution of the Bathurst Minor Hockey Association as adopted at the Annual General Meeting of the Association held in Bathurst, New Brunswick, on March 20th, 2012.

This Constitution shall cancel and supersede all previous By-Laws, Rules and Constitutions of the Association.

In this present Constitution, By-Laws, Rules and Regulations of the Bathurst Minor Hockey Association, the masculine gender is used to the text and functions without any intent to discriminate but solely to make the text easier to read.

The Constitution will be prepared in both official languages of French and English. If discrepancies occur, the English document will be deemed correct.

GLOSSARY OF TERMS

BMHA	-Abbreviation for Bathurst Minor Hockey Association (and Bathurst Minor Hockey Inc.) hereinafter referred to as the Association.
Executive	- Group of elected members holding positions stated in the BMHA constitution
HC	- Abbreviation for Hockey Canada.
HNB	- Abbreviation for Hockey New Brunswick.
NBMHC	- Abbreviation for New Brunswick Minor Hockey Council.
Membership	- Any parent or guardian who pays the registration
Player	- Any person who name is on the BMHA registration form.

1.1 Name

The name of the organization shall be "Bathurst Minor Hockey Association (BMHA)"

1.2 Purpose

The primary purpose of the Bathurst Minor Hockey Association is to provide any child, regardless of race, creed, social status or ability, an equal opportunity to play hockey as a wholesome and healthful recreation under conditions which teach and promote the principles of good citizenship, sportsmanship, pure competitiveness, and fair play, in an effort to assist the individual child to obtain a healthier lifestyle.

1.3 Mission statement

BMHA is to provide a safe, secure, fun environment, which promote skill development, friendship, fair play and respect for the game in all participants, members and volunteers.

1.4 Structure

BMHA is a non-profit organization. BMHA is responsible for all Minor Hockey activities within the boundaries established by the Hockey New Brunswick (HNB). HNB governs all minor hockey in New Brunswick. Hockey New Brunswick derives its authority from the Hockey Canada (HC). Minor Hockey within the province is managed and administered by a subsidiary council within Hockey New Brunswick known as the Hockey New Brunswick Minor Hockey Council (NBMHC).

The Constitution, By-Laws, Rules and Regulations of the Association shall not conflict with HNB's Constitution, By-Laws and Regulations.

Any amendment or change to Hockey Canada's or Hockey New Brunswick's Constitution, By-Laws, Regulations or Playing Rules shall automatically amend or change the Constitution, By-Laws, Rules or Regulations of the Association.

2. AIMS AND OBJECTIVES

BMHA operates under the umbrella of HNB and follows his own Operating Manual which is based on NBMHC Operations Manual.

To foster, encourage and improve all aspects of organized minor hockey in the constituted area by:

- a) Organizing and financing developmental, recreational, and competitive hockey programs for all age levels through registration fees, sponsors, grants, etc.

- b) Teaching basic fundamentals of hockey as defined by the HNB and HC.

- c) Providing enjoyment, recreation, and competition through organized Programs, which give due consideration to the capabilities of all individuals from the constituted area registered with BMHA.
- d) Helping boys and girls, through the above programs, develop and improve their personal skills.
- e) Teaching fair play and sportsmanship.
- f) Exercising general supervision and direction over players, teams, coaches, managers, executives, and officials.
- g) To promote safety of all youth, coaches and volunteers who participate in the programs supported by BMHA.

3. MEMBERSHIP

3.1 Membership in the Association is open to all residents of the NBMHC within the Association constituted boundaries.

3.2 A member is defined as any parent or guardian who pays the registration for a child, coaching staff, and board members of BMHA.

3.3 Proof of residency - The Executive reserves the right to request a proof of residency from any active member of the Association.

3.4 All members must be registered with the *BMHA* and will be subject to the Regulations of HNB and direction of the executive body of the *BMHA*.

3.5 Members shall always abide by the Constitution, By-Laws, Rules, Duties and Regulations of the Association.

3.6 Annual honorary memberships may be awarded at the discretion of the Executive; such membership would have no voting or office holding privileges.

4. MEETINGS

4.1 Annual General Meetings

The Annual General Meeting (AGM) of the members shall be held on such a day in each year and at such a place as the Executive may determine. The AGM shall take place no later than May 31st each year. The meeting must be advertised two weeks prior to the established date on the Association website and other means as determined by the Executive.

The Agenda for the AGM will include at least the following but not limited to:

- Constitutional Amendments
- President's Report
- Treasure's Report
- Election of Executive

4.2 Executive Meetings

Executive meetings shall be called by the President or Operations Director and shall be held at such place and time as determined. Agenda items should be submitted or communicated in writing at least 72 hours prior to the meeting. Matters arising at any meeting that require decision of the Executive shall be decided by a majority vote of Executive present, unless otherwise stated in this constitution. There shall be no votes by proxy. In the case of an equality of votes, the Chairperson shall cast the deciding vote.

A monthly meeting shall be held throughout the playing season of each fiscal year.

4.3 Special Meetings

Special meeting of the membership may be convened at any time by order of the President, a Director or of the Executive, and shall be held at such place and time as the President, Operations Director, or the Executive directs.

The Executive shall call a special meeting of members if required to do so by requisition in writing and signed by 50% plus one (1) of the Executive members.

4.4 Quorum

Quorum for any Executive or Special meeting shall be at least 50% plus one (1) of the voting Executive members in good standing.

4.5 Meeting Chair

The President shall act as Chairperson or appoint a Chairperson at every meeting; in the absence of the President or without any appointment the Executive choose a Chair to preside the meeting.

4.6 Meeting Procedures

All meetings shall be conducted in accordance with generally accepted parliamentary procedure.

Every matter submitted to the meeting for decisions, shall be by way of motion proposed, seconded, and every voting member shall have one vote upon every motion.

5. EXECUTIVE

5.1. Structure

The affairs of the BMHA shall be managed by eight (8) member executive plus the Past President if applicable. Executive may exercise all such powers of the Association as are permitted by the constitution, or as required to be exercised by the members in a special meeting.

5.2 Election and Term

The Executive of the Association shall be elected at the Annual General Meeting and the terms thereof shall be for one year from the meeting (or until the next AGM) at which they are elected or until their successors are elected.

Any Executive vacancy occurring post AGM shall be filled by appointments of the current Executive.

The office of an Executive member shall be vacated:

- a) upon his/her death;
- b) if he/she is declared insolvent or if he/she becomes of unsound mind;
- c) if he/she ceased to be a member of the Association;
- d) if he/she resigns by notice in writing;
- e) if he/she is removed from office by a vote of two-thirds of the members present at a special meeting of the general membership. Notice of this impeachment is to be given in writing fourteen (14) days in advance of meeting to all voting members of the BMHA.

Executive members will receive, at the end of their annual term, a 50% credit of registration reimbursement, for one (1) child, or the eldest child, on the condition that his or her mandate be completed in full

5.3 Members and Duties

Executive position

President	Non-Voting except for deciding vote (ties)
Secretary	Voting Member
Treasurer	Voting Member
Operations Director	Voting Member
Fundraising Director	Voting Member
Technical Director	Voting Member
Past President	Voting Member
Chief Coordinator	Voting Member
Registrar	Voting Member

DESCRIPTIONS

President

The President of BMHA shall have the overall responsibility for all matters regarding BMHA. He shall preside at all Executive, Committee and all membership meetings. He shall not vote except to cast the deciding vote. He shall be an ex-officio member of all committees, (except for the Discipline Committee). He shall exercise the authority of BMHA in cases of emergency, subject to ratification by the Executive, within a reasonable period of time. Is the official spokesman for BMHA. The President can

delegate in writing and for define period any duties to other Executive member and shall be one of the three signing officers.

Secretary

The Secretary shall:

- Record, keep and publish accurate minutes of all meetings held by the Association.
- Perform any correspondence which the Executive may require.
- Update or insure the efficient and effective maintenance of the Association website.

Treasurer

The Treasurer shall:

- Have the care and custody of all funds of the Association.
- Keep proper books of account thereof.
- Deposit all funds with such financial institutions as may be approved by the Executive.
- Present financial statements to the Executive including monthly bank statements, monthly income, and expense reports.
- A mandatory meeting shall be made with the exiting treasurer after the month of September to insure a transition

Operations Director

The Operations Director shall:

- Perform all the duties of the President in his/her absence, or inability or refusal to act is/her absence, or inability or refusal to act.
- Work directly with the scheduler for efficient and effective ice time management.
- Coordinate and control BMHA Operation Manual and all BMHA equipment.
- Manage any hired personal of the Association and shall be one of the three signing officers.

Fundraising Director

The Fundraising Director shall:

- Perform all the duties of the Operations Director in his / her absence, or inability, or refusal to act.
- Organize and administer all Association fundraising.

Technical Director

The Technical Director shall:

- Work directly with the Chief Coordinator, Coaches, Assistant Coaches, Trainers, Managers and Coordinators for all levels on the delivery of programs, coach development, and any other duties as assigned by the Executive.
- He shall be responsible to the Executive for ensuring that technical aspects of hockey rules and regulations are communicated to all team managers, coaches and

officials.

Past President

Advisor to the President in the year immediately following their own Presidency. May attend all Executive meetings with voting privileges.

Chief Coordinator

The Chief Coordinators shall:

- work directly with the coordinators of U7, U9, U11, U13, U15 and U18 for the effective selection of teams, delivery of programs, coach development, and any other duties as assigned by the Executive. The Chief Coordinator may also fill one of the Coordinator's roles as previously listed

Registrar

The Registrar shall:

- Organize all registration dates to commence each season
- Effectively enter, update, and manage all BMHA rosters according to the Hockey Canada Registry

6. SIGNING AUTHORITY

All legal documents including cheques issued by the Association shall require two signatures: the Treasurer and either the President or Operations Director.

7. ANNUAL AUDIT

The books of the Association shall be reviewed by external accountant at the end of each fiscal year

8. FISCAL YEAR

The fiscal year of the Association shall be from June 1st to May 31st.

9. COMMITTEES

9.1 Nomination Committee

The Executive will appoint a nomination committee which will bring forth a proposed slate of officers at the annual meeting. These nominees and any nominations made from the floor of the meeting will be voted on by the members at the meeting. Officers will be elected by majority vote. The report of the nominating committee shall be sent with the notice of annual meeting to the membership.

9.2 Disciplinary Committee

The Disciplinary Committee shall be composed of any 3 members of the Executive but must include the Technical Director. These members shall be appointed by the Executive at the first Executive Board meeting each year

If a member of this Association has been found on inquiry by the Committee to be guilty of conduct unbecoming to him/her in his/her capacity as member, upon resolution passed

by a majority, the Executive may suspend or cancel membership in the Association for a specified period of time or indefinitely.

Notice of a resolution of this disciplinary committee shall be served on the member by means of a hearing with one or more of the members of the Disciplinary Committee.

Any violation of regulations of the BMHA by a member will be referred to the Disciplinary Committee for inquiry and action.

Any rule, infraction or misconduct which could warrant suspension by the Disciplinary Committee shall be dealt with within a period of fourteen (14) days.

It will be within the power of the President to suspend any member, with due cause, until a hearing is held to deal with such suspension. Such hearing must be held within a period of fourteen (14) days.

9.3 Coach Selection Committee

The Executive will establish a Coach Selection Committee at their first Executive meeting after the AGM. The Committee will include the Technical Director, 2 other Executive members, and a maximum of four other non-Executive members with coaching experience. They will follow the coaching selection process as outline in the Operations Manual.

10. AMENDMENTS

This Constitution may be amended only by a two-third majority vote of the members present at the Annual General Meeting of the Association. Notice of such amendments must be communicated to the members prior to the annual meeting. The Operation Procedures of the Association may be amended by any special meeting of the Association.

11. APPEALS

Any appeals of the Executive or committee rulings must be presented in writing to the Executive.

The Executive will then hold a hearing and deal with the appeal within fourteen (14) days of receipt of the written appeal.

12. REGISTRATION

12.1. The Executive will set the annual registration date.

12.2 The Executive reserves the right to request a proof of residency from any player wishing to register for membership in the BMHA. Should residency not be within the Residential Qualifications Boundary of Membership, registration will be refused.

12.3 The deadline for registration will be strictly adhered to, with the exception that additions will be permitted to register and will be placed on teams if and when vacancies occur.

12.4 The final decision as to which league, division or team any child will play on will be decided by the Executive.

13. RULES OF PLAY

The rules of play shall be those of the NBMHC.

14. CONFLICT OF INTEREST

Any possible conflict of interest by any BMHA representatives should be declared immediately to the President and dealt with by the Executive in a timely manner.