



St. Boniface Minor Hockey Association
Constitution
As Amended on June 15, 2023

Constitution of St. Boniface Minor Hockey Association

1. INTRODUCTION

The purpose of this document is to inform interested persons how minor hockey is organized and managed within the St. Boniface Minor Hockey Association.

2. NAME

This organization shall be known as the St. Boniface Minor Hockey Association hereinafter known as SBMHA.

3. ZONE AND ZONE BOUNDARIES

- 3.1.** The registered address of SBMHA shall be at a Community Centre in the area of SBMHA's jurisdiction.
- 3.2.** The area of SBMHA's jurisdiction shall include the Community Centres of Archwood, Champlain, Norwood, Notre Dame, Southdale and Winakwa.
- 3.3.** The area of jurisdiction of the Community Centres shall be set out in their Constitutions as registered with the City of Winnipeg.

4. OBJECTIVES

- 4.1.** To encourage and foster minor hockey in the SBMHA catchment area by creating a fun, positive and safe opportunity for all athletes to develop and grow their hockey skills.
- 4.2.** To operate minor hockey programs and teams that are consistent with the constitution of Hockey Winnipeg and to enter teams for competition for regular and postseason play with Hockey Winnipeg and provide support as required.

5. MEMBERSHIP

- 5.1.** Any adult (18 or over) who is a resident within the zone of the SBMHA and having a valid interest in minor hockey.
- 5.2.** With the approval of the SBMHA, members may include a person or persons who reside outside of the SBMHA area.

6. PLAYER ELIGIBILITY AND REGISTRATION

- 6.1.** The eligibility of players shall be determined as set out in the WMHA By-Laws and Rules, including amendments.

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- 6.2. Player registration takes place in August of each year through the online Hockey Canada Registry.

7. FISCAL YEAR

- 7.1. The financial year of the SBMHA shall be May 1st to April 30th of the subsequent year. A yearly financial statement will be prepared by Sept 30th of each year.
- 7.2. Current financial statements shall be presented at the Annual General Meeting for the SBMHA.

8. COMPOSITION OF SBMHA BOARD

The Executive of the SBMHA shall consist of the elected executive officers, board members, Community Centre representatives and general members:

8.1. Executive Officers

- President
- Vice President
- Past President
- Treasurer
- Secretary

8.2. Board Members

- Registrar/HCR Administrator
- Ice Director
- Development Director
- Equipment Director
- Website and Communications Director
- Female Hockey Representative
- AA Council Representative
- Referee in Chief
- Introductory Program (IP) Director
- U7 Director
- U9 Director
- U9A-U11A Program Director
- U13-U18 Direct Entry Program Director
- Member at Large – 2 positions

8.3. Community Centre Representatives

- Southdale Community Centre
- Winakwa Community Centre
- Archwood Community Centre

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- Norwood Community Centre
- Champlain Community Centre
- Notre Dame Community Centre

8.4. General Appointed Members (no voting privileges)

- Referee and Timekeeper Assignor
- Bookkeeper

9. FORMATION OF SBMHA BOARD

9.1. FORMATION OF EXECUTIVE

9.1.1. Except for the Past President, the Executive Officers and Board Members shall be elected bi-annually at SBMHA's Annual General Meeting on odd years with the following schedule:

9.1.1.1. Even Years: President, Secretary, Treasurer, U9 Director, AA Council Representative, Ice Director, Development Director, Introductory Program Director

9.1.1.2. Odd Years: Vice President, Registrar/HCR Administrator, U13-U18 Direct Entry Program Director, U9A-U11A Program Director, Website and Communications Director, Female Hockey Representative, U7 Director, Referee In Chief, Equipment Director

9.1.2. The immediate Past President shall be a member of the SBMHA Board until the current President has served his or her term and then moves into the position of Past President.

9.1.3. The Executive Officers may reside outside the boundaries of SBMHA if approved by the Board.

9.1.4. Any eligible person seeking office but unable to attend the Annual Meeting, shall be eligible for nomination, provided a letter of intent is filed with the Association.

9.1.5. Any position not filled by election at the Annual Meeting and any vacancy occurring afterwards shall be filled by the Board's appointment, requiring a simple majority vote.

9.1.6. No person shall hold more than two Executive positions.

9.1.7. The term shall be from the date of election to June 30th of the following year for a two year term.

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9.2. APPOINTMENT OF COMMUNITY CENTRE REPRESENTATIVES

- 9.2.1.** Community Centre Representatives shall be appointed by their respective Community Centres within the SBMHA catchment area.
- 9.2.2.** Each year notices requesting appointments to the Association shall be sent to all the Community Clubs in the Community of St. Boniface prior to May 31st of each year.
- 9.2.3.** Each appointment made under shall be for a term of one year, such term to run from July 1st to June 30th of the subsequent year.
- 9.2.4.** A member may be reappointed as often as Community Club members deem fit.
- 9.2.5.** If the required number of members is not appointed by the Community Clubs in question by July 1st of any one year, the Executive may, after two weeks notice in writing to the President of the Community Centres in question, appoint a person who is a resident of the area in question as a representative for that particular Community Club.

10. POWER AND DUTIES OF THE EXECUTIVE

- 10.1.** During its term in office, the SBMHA Board shall have the power and duty to administer all the affairs of St. Boniface Minor Hockey to conduct its business and authorize all expenditures. Without limiting the generality of the foregoing, its powers shall include:
 - 10.1.1.** The calling and conducting of meetings as provided for in this constitution.
 - 10.1.2.** The fulfilling of any vacancies which may occur.
 - 10.1.3.** The appointment of any committee that may be deemed necessary to carry out the required business of SBMHA.
 - 10.1.4.** The making and updating of by-laws subject to provisions in this constitution.
 - 10.1.5.** The administration of all SBMHA hockey programs including the conduct of leagues, procurement of ice, competitions, tournaments, setting of fees and registration of teams subject to the provisions of WMHA.
 - 10.1.6.** By approval, the appointment and registration of all officials, referees, coaches, managers, trainers and players as provided for in the By-Laws.
 - 10.1.7.** The entering into agreements with other Associations, leagues, Community Centres or Government Agencies for the conduct of hockey programs.
 - 10.1.8.** The suspension of any team, coach, manager, player, official, parent or spectator.
 - 10.1.9.** The hearing of appeals from any suspension or other matter including those against a decision of any Committee.

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- 10.1.10.** The appointment of the Referee in Chief and Referee and Timekeeper Assignor.
 - 10.1.11.** The removal of any Executive or Board Member from their elected position or appointed position for cause through a majority vote of quorum of the SBMHA Board.
- 10.2.** The financial signing authority shall be any two of SBMHA's Executive Officers (of which three may be signatories registered with SBMHA's financial institution). A police background check may be required to obtain signing authority.

11. SBMHA MEETINGS

- 11.1.** There shall be a meeting of the SBMHA at least once per month during the playing season, which shall be on a regular day in the month that is determined at the beginning of every year.
- 11.2.** The SBMHA Secretary will provide a notice of meeting reminder at least seven days prior to the meeting to all Board members. Any reports or requests to add an item to the agenda must be received by the Secretary no later than four days prior the meeting so that the Secretary can send an agenda to Board members no later than two days before the meeting.
- 11.3.** The quorum for transaction of business shall consist of not less than a simple majority of the existing members of the board. The majority must include a minimum of two members of the Executive Officers.
 - 11.3.1.** Meetings shall be adjourned and no business conducted if there is no quorum within thirty minutes of the scheduled beginning of the meeting.
- 11.4.** All current board members in good standing shall be entitled to attend SBMHA meetings and cast a vote. General appointed members do not have voting rights.
 - 11.4.1.** A vote will be taken by a show of hands with the decision made by a simple majority of those present and eligible to vote.
 - 11.4.2.** In the event of a tie, the President shall be entitled to cast the deciding vote.
 - 11.4.3.** At the request of one (1) or more eligible voters, the vote will be taken by a secret ballot. Such a vote will be conducted by the secretary and scrutinized by the President. If the secretary and/or the President are unable to conduct the vote then the board must nominate a member (or members) that can conduct and/or scrutinize the vote.
 - 11.4.4.** A secret ballot will be taken anytime a vote directly involves one or more board members other than during an election for a board position.

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11.5. Special meetings may be held at the call of the President and the President shall call such a meeting on the request of a majority of the members of the SBMHA.

11.6. All members are expected to conduct themselves in a respectful manner during any SBMHA business or meeting time, including but not limited to the following: using appropriate language, listening to other members and taking turns speaking. Any member who is not conducting themselves appropriately may be asked to leave.

12. ANNUAL GENERAL MEETING

12.1. The annual meeting of SBMHA shall be held at the call of the President but not later than June 30th of each year and shall be open to the public.

12.2. The date of the Annual General Meeting is to be set a minimum of 30 days prior to the meeting and notice of the date shall be made in writing and transmitted electronically to the Executive Officers, Community Centre Representatives and all membership of SBMHA.

12.3. The order of business for the Annual General Meeting shall be as follows:

12.3.1. Identification of the Executive Officers, Board Members and Community Centre Representatives.

12.3.2. Approval of Minutes of the most previous Annual General Meeting and of the Minutes of any Special Meeting held since the most recent Annual Meeting.

12.3.3. Business arising from the previous AGM minutes.

12.3.4. President's Report

12.3.5. Vice President's Report

12.3.6. Treasurer's Report

12.3.7. New Business and Resolutions

12.3.8. Election of Officers

12.3.9. Adjournment

13. AMENDMENT OF CONSTITUTION AND BY-LAWS

13.1. The Constitution may be amended at the Annual General Meeting of SBMHA or at a Special Meeting of SBMHA provided that it is supported by a vote of not less than 2/3 majority of the members present, provided that notification of such amendments have been given in writing, to all members, and the Presidents of the various Community Clubs, 30 days prior to the meeting at which amendments will be considered.

13.2. The By-Laws may be amended by a majority of members attending any Executive Meeting or Special Meeting of SBMHA providing fourteen days notice of such by-law

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changes are submitted to the Executive Officers and Community Centre Representatives prior to the meeting.

14. RULES AND REGULATIONS

14.1. All rules and regulations of Hockey Winnipeg (updated annually) insofar as they are not inconsistent with rules from time to time adopted by SBMHA, shall be adopted and applied by SBMHA.

14.2. Any other special rules made or approved by the Executive Officers shall be recorded and communicated by the Secretary to all Board Members, Executive Members and Community Centre Representatives within 14 days of their approval.

15. ADOPTION OF CONSTITUTION

This amended constitution shall come into effect on June ____, 2023.

President

Secretary