

Revised: April 21, 2021



STONY PLAIN MINOR  
HOCKEY ASSOCIATION

# BYLAWS

## 1.0 ARTICLE I

### GENERAL MEMBERSHIP

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#### 1.1 Name

The minor hockey association shall be known as the "**Stony Plain Minor Hockey Association**" and may hereinafter be referred to as the "Association" or "SPMHA".

Stony Plain Minor Hockey Association shall abide by the rules and guidelines set forth by the Alberta Amateur Hockey Association, also known as Hockey Alberta ("HA"), and the Canadian Hockey Association ("CHA") and shall remain a member in good standing.

#### 1.2 Boundaries

Stony Plain Minor Hockey Association boundaries shall be those boundaries as defined by Hockey Alberta.

#### 1.3 Membership

A Member shall be the following:

- a) any parent or legal guardian, eighteen (18) years of age or older, having a player registered with Stony Plain Minor Hockey Association as per Hockey Alberta regulations;
- b) any person holding a position of the Executive Board of Directors in the Association or in a "ratified" position is automatically a Member of the Association in good standing for the current operating year;
- c) any player as registered under Section 1.3(a); and
- d) any person who has voting privileges in accordance with Sections 1.3(a) and 1.3(b), and who has membership in good standing.

The payment of the registration fee for a player wishing to take part in the hockey program must be paid as per the payment terms set out by the Association prior to a player being assigned to a team in the Association, and prior to the person described in Section 1.3(a) being considered to be a Member in good standing.

#### 1.4 Membership Fees

Membership fees shall be as follows:

- (a) For Members under Section 1.3(a) the registration fee shall be per hockey player, such fee being determined by the Executive Board of Directors; and
- (b) for a Member admitted under Section 1.3(b) there shall be no membership fee payable.

## 1.5 Withdrawal From Membership

Any member wishing to withdraw from membership to the Stony Plain Minor Hockey Association may do so upon written notice to the Executive Board of Directors. The effective date of withdrawal shall be the date on which the President or Registrar of the Stony Plain Minor Hockey Association receives the Notice of Withdrawal.

## 1.6 Removal From Membership

Any Member of Stony Plain Minor Hockey Association who has been found to have not conducted himself or herself in accordance with the Rules and Regulations of Hockey Alberta, the Canadian Hockey Association or either the Bylaws or Policies and Procedures of Stony Plain Minor Hockey Association can, upon a two-thirds (2/3) majority vote of the Executive Board of Directors at an Executive Board of Directors Meeting, be expelled as a Member of Stony Plain Minor Hockey Association for the remainder of the present hockey year or such longer period of time as the Executive Board of Directors may, in its discretion, decide upon.

## 1.7 Meetings

- (a) **Annual General Meeting** – Stony Plain Minor Hockey Association shall hold an Annual General Meeting on or before April 30th of each year. Such meeting shall be called by the President and notice shall be given to the general membership via the Association's website and to the email address on file during registration for three (3) consecutive weeks (21 days).
- (b) **General and Special Meetings** – General and Special Meetings of the general membership of Stony Plain Minor Hockey Association will be called at any time by the President, or on written request of three (3) Members of the Executive Board of Directors, or upon receipt by the Executive Board of Directors of a petition signed by one-third (1/3) of the Members of the Stony Plain Minor Hockey Association who are in good standing, which petition shall set forth the reasons for calling the General Meeting. Notice of the General and Special Meetings shall be provided to the general membership by notice via the Association's website and to the email address on file during registration for three (3) consecutive weeks (21 days).

## 1.8 Voting Rights

With respect to voting, the following shall apply:

- (a) in the case of a membership as specified in Section 1.3(a), voting rights are restricted to persons over the age of eighteen (18) years with only one vote per family; and
- (b) voting rights for those Members identified in Section 1.3(b) shall be one vote per person.

No person attending any meeting shall be entitled to more than one vote on each motion at the meeting. Where a person is entitled to vote as a Member in more than one capacity, they must select in which capacity they are voting as a Member.

Every motion shall be decided by a show of hands. A declaration by the President that a motion has been carried or not carried shall be sufficient evidence without proof of number or proportion of the votes accorded in favor of or against such motion. A member may demand a poll on any vote which vote shall then be counted by a written ballot.

## **1.9 Quorum**

A quorum at any General Meeting, Special Meeting or Annual General Meeting shall be those members who are in good standing under Article I, Section 1.3(a) or (b), and are present at the meeting.

## **1.10 Majority Vote**

Except in the case of a Special Resolution, all motions shall be adopted by majority vote of those Members in attendance at a meeting.

## **1.11 Special Resolution**

A "Special Resolution" means the following:

- (a) a resolution passed:
  - i. at a General Meeting of which not less than twenty-one (21) days' notice specifying the intention to propose the Resolution has been duly given, and
  - ii. by the vote of not less than 75% of those Members who, if entitled to do so, vote in person;
- (b) a resolution proposed and passed as a Special Resolution at a General Meeting of which not less than twenty one (21) days notice has been given, if all Members entitled to attend and vote at the General Meeting so agree, or
- (c) a resolution consented to in writing by all Members who would have been entitled at a General Meeting to vote on the resolution in person.

## **1.12 Nominations**

Every Member of Stony Plain Minor Hockey Association shall have the privilege of nominating a qualified representative to serve on the Executive Board of Directors for a position open for election in any given year.

## **1.13 Qualifications of Executive Members**

Any person nominated for an Executive position must be a Member in good standing under Article I, Section 1.3(a) or (b).

## **1.14 Conduct of Meetings**

All General, Special and Annual General Meetings shall be conducted under the Robert's Rules of Order.

## 2.0 ARTICLE II

# EXECUTIVE BOARD OF DIRECTORS

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### 2.1 Composition

The officers and directors of Stony Plain Minor Hockey Association are the same. Members of the Executive Board of Directors shall be nominated in accordance with Article I, Section 1.12, above. The Executive Board of Directors of Stony Plain Minor Hockey Association shall consist of the following positions:

- (a) President;
- (b) Vice President of Administration;
- (c) Vice President of Hockey Operations;
- (d) Director of Player Development;
- (e) Director of Coach Development;
- (f) Past President;
- (g) Director of Policies and Procedures;
- (h) Treasurer;
- (i) Registrar;
- (j) Director at Large;
- (k) U7 Director;
- (l) U9 Director;
- (m) U11 Director;
- (n) U13 Director;
- (o) U15 Director;
- (p) U18 Director;
- (q) Diversity, Equity and Inclusion Director, and
- (r) Referee in Chief

At any given time, no more than one adult person per family may serve on the Executive Board of Directors of Stony Plain Minor Hockey Association.

### 2.2 Withdrawal

Any Member of the Executive Board of Directors can withdraw from the Executive Board of Directors by providing 14 days' notice to the President or Vice President of Administration a written notice of withdrawal. The effective date of the withdrawal shall be on the 14th day after the President or Vice President of Administration of Stony Plain Minor Hockey Association receives the notice of withdrawal.

## 2.3 Removal

A Member of the Executive Board of Directors may be relieved of his/her duties and removed as a Member of the Executive Board of Directors in the following circumstances:

- (a) upon the failure to attend three (3) consecutive meetings without a reasonable excuse;
- (b) upon 75% majority vote of the Members of the Executive Board of Directors on the basis that such Member is not performing satisfactorily in his/her position;
- (c) upon 75% majority vote of the Members of the Executive Board of Directors on the basis that a Member is not acting according to the best interests of the Association;
- (d) upon being found to have breached the standards of acceptable conduct expected of a Member of the Executive Board of Directors; or
- (e) upon a Special Resolution of the general membership at a General Meeting.

## 2.4 Filling of Vacancies

In the event that the President is unable to perform the required duties, either the Vice President of Administration or the Vice President of Hockey Operations will assume the position of President for the balance of the term or until the next Annual General Meeting, whichever event first occurs. In the event that the Vice President of Administration nor the Vice President of Hockey Operations cannot assume the President's position, or in the event that any other Member of the Executive Board of Directors withdraws or is removed from the Executive Board of Directors, or should an Executive Board of Directors position not be filled by an election of the general membership at an Annual General Meeting, then the Executive Board of Directors shall elect a Member from the general membership to fill the vacancy until the next Annual General Meeting. Any such executive position filled will be up for election at the next Annual General Meeting with the balance of the length of the term for the position decided in accordance with the time limitations in Article II, Section 2.11.

## 2.5 Meetings of the Executive Board of Directors

There shall be a minimum of eight (8) meetings of the Executive Board of Directors held each year. The date and time of such meetings shall be set by the President.

## 2.6 Voting

Each member of the Executive Board of Directors shall be entitled to one vote. In the case of a tie vote, the President of Stony Plain Minor Hockey Association shall be entitled to a second or casting vote.

## 2.7 Quorum

A quorum at any Executive Board of Directors Meeting shall be a majority (50% +1) of the Executive Board of Directors, not including vacancies.

## 2.8 Powers

The Executive Board of Directors shall, subject to the Bylaws or directions given by majority vote at any General Meeting of Stony Plain Minor Hockey Association properly called and constituted:

- (a) have full control and management of the affairs of Stony Plain Minor Hockey Association; and
- (b) have the power to adopt or amend policy, guidelines, procedures or regulations, at any Executive Board of Directors Meeting, by motion, which shall be binding upon all Members of Stony Plain Minor Hockey Association.

## 2.9 Majority Vote

On any general motion, a majority vote of the quorum shall pass the motion. A motion to adopt a policy, guideline, procedure or regulation requires a two-thirds (2/3) majority vote of the quorum to pass the motion.

Every motion shall be decided by a show of hands or written ballots as declared by the Chairperson. A declaration by the Chairperson that a motion has been carried or not carried shall be sufficient evidence of the fact without proof of number or proportion of the votes accorded in favor of or against such motion. A Member may demand a poll on any vote which vote shall then be counted by a written ballot.

## 2.10 Conduct of Meetings

All meetings shall be conducted under the Robert's Rules of Order.

## 2.11 Duties of the Executive Board of Directors

### 2.11.1 The **President** shall be elected on odd numbered years for a two (2) year term and shall:

- (a) be responsible for general administration of the Minor Hockey League Operations;
- (b) have signing authority along with the Treasurer and Vice President of Administration;
- (c) preside at all meetings;
- (d) exercise the powers of the Executive Board of Directors in case of emergency. Such exercise of power must be ratified by the Executive (within 48 hours of the President exercising such power). Emergency shall be defined as immediate action as is required in the best interest of the Members and the Association;
- (e) have the authority to suspend coaches, players or team officials subject to ratification at the following meeting of Executive Board of Directors;
- (f) serve on all committees as an ex-officio voting Member;
- (g) liaise directly with the Director of Community Services for the Town of Stony Plain;
- (h) attend or appoint a designate to attend the Hockey Alberta Annual General Meeting;
- (i) ensure that coaches are ratified by Executive Board of Directors;
- (j) receive the reports from any Discipline Committee with respect to disciplinary actions within the Operational Policies and Procedures of the Association;
- (h) be responsible for developing the Association's operating budget in co-operation with the Treasurer;
- (i) Attend or appoint a designate to attend EFHL and Hockey Alberta as a representative of the SPMHA.

- (j) be responsible for developing the Agenda for the Annual General Meeting; and
- (k) authorize player releases/tryouts and affiliations forms in conjunction with the Registrar.
- (l) in order to be nominated as President, the candidate must have been a voting member of the Executive Board of Directors for at least two years.

**2.11.2 The Vice President of Administration shall be elected on even numbered years for a two (2) year term and shall:**

- (a) assume responsibility of duties of the President in the absence of the President;
- (b) have signing authority along with the President and the Treasurer;
- (c) oversee the day to day administrative operations both internally and externally;
- (d) oversee all Game and Conduct Management ("GCM") Responsibilities for the Association as defined by Hockey Alberta regarding Game, Conduct, Safety and Risk Management, including but not limited to representing the Association at Hockey Alberta Zone GCM Seminars;
- (e) oversee administrative league obligations( e.g., governor responsibilities)'
- (f) oversee concession and fundraising (e.g., bingos);
- (g) In order to be nominated as Vice President of Administration, the candidate must have been a voting member of the Executive Board of Directors for at least one year, and preferably have served as a Division Director;
- (h) Other duties as assigned by the President.

**2.11.3 The Vice President of Hockey Operations shall be elected on even numbered years for a two (2) year term and shall:**

- (a) assume responsibility of duties of the President in the absence of the President;
- (b) oversee the day to day hockey operations both internally and externally;
- (c) oversee SPMHA discipline, internally and externally;
- (d) Responsible for evaluations and tiering;
- (e) Oversee Ice Allocator and Referee Assignor;
- (f) Participate in the coach selection process, as determined by the Director of Coach Development;
- (g) In order to be nominated as VP of Hockey Operations, the candidate must have been a voting member of the Executive Board of Directors for at least one year, and preferably have served as a Division Director;
- (h) Other duties as assigned by the President.

**2.11.4 The Director of Player Development shall be elected on odd numbered years for a two (2) year term and shall:**

- (a) arrange and supervise a definite period of training for all players in order that technical knowledge is conveyed at the necessary level of instruction, that is:
  - i. approved and accredited players clinics; or



- ii. approved and accredited sport medicine clinics.
- (b) establish and maintain an age division mentoring system for all levels in the Association;
- (c) monitor and liaison with all Category Committee Directors, Hockey Alberta and other Associations, all discipline actions and suspensions issued to SPMHA Members;
- (d) participate in the coordination of league activities; and
- (e) establish, as required specific camps or clinics, for Stony Plain Minor Hockey player programs.

**2.11.5 The Director of Coach Development shall be elected on even numbered years for a two (2) year term and shall:**

- (a) arrange and supervise a definite period of training for all coaches in order that technical knowledge is conveyed at the necessary level of instruction, that is:
- (b) approved and accredited coaches' clinics;
- (c) approved and accredited sport medicine clinics.
- (d) arrange for and conduct with the Vice President of Hockey Operations, coaching interviews for all new coaches or coaches that are deemed to require a formal interview process. The Director of Coach Development will forward to the Executive Board of Directors the names of those coaches chosen for coaching positions;
- (e) establish and maintain a coach mentoring system for all levels in the Association;
- (f) establish and maintain a team management mentoring system for all levels in the Association;
- (g) ensure teams have CHA injury report forms and to receive and compile all injury statistics; and,
- (h) establish, as required specific camps or clinics, for Stony Plain Minor Hockey coaching programs.

**2.11.6 The Past President is a non-elected voting position on the Executive Board of Directors. It will be filled by the outgoing president once their term has been completed. This position has a duration of two years and shall:**

- (a) Chair the finance committee;
- (b) Be available as a resource and guidance referral, providing continuity in the transition of Board members;
- (c) Perform duties as assigned by the President;
- (d) If the past president is unable to fill this role, the Executive Committee will appoint an experienced member at large to this position.

**2.11.7 The Director of Policies and Procedures shall be elected on even numbered years for a two (2) year term and shall:**

- (a) attend all meetings of the Association in the absence of the President or Vice President of Administration;
- (b) oversee the application of all policies and procedures of the Association;

- (c) draft and propose policies and procedures on behalf of the Association;
- (d) undertake a review of the Bylaws every second year to determine whether any amendments or revisions may be required to be presented to the General Membership for consideration and voting;
- (e) be responsible for the maintenance and revisions to the Association's Policies and Procedures Manual;
- (f) attend all General Membership, Annual General membership and Executive Committee Meetings and shall maintain accurate Minutes of the same;
- (g) prepare and have charge of all books, correspondence and records;
- (h) be responsible for all Executive Committee correspondence; and
- (i) maintain the safekeeping of all committee reports and Minutes.

**2.11.8 The Treasurer shall be elected on odd numbered years for a two (2) year term and shall:**

- (a) have signing authority along with the President and Vice President of Hockey Operations;
- (b) have charge of all Executive Board of Directors financial records;
- (c) present an annual statement of all operations; and
- (d) work in co-operation with the President in developing the Association's operating budget.

**2.11.9 The Registrar shall be elected on even numbered years for a two (2) year term and shall:**

- (a) be responsible for all registration issues for all participants in the Association;
- (b) approve all players, registered in the Association in accordance with Hockey Alberta criteria and SPMHA residential boundaries;
- (c) ensure all players, coaches and teams are registered correctly with Hockey Alberta;
- (d) be the second signing authority next to the President for player releases;
- (e) provide final verification that a player within SPMHA is eligible for release; and
- (f) apply for team sheets from Hockey Canada.

**2.11.10 The Director at Large shall be elected on odd numbered years for a two (2) year term and shall:**

- (a) assist in the overall hockey operations and be responsible for those duties as determined by the President and Vice President of Administration.

**2.11.11 The U7 Director shall be elected on even numbered years for a two (2) year term and shall:**

- (a) be responsible for the SPMHA U7 category;
- (b) conduct meetings and attend meetings regarding the U7 category;
- (c) submit any written reports to the Executive Board of Directors as required;

- (d) conduct pre-season meetings with coaches and require that a team approved budget be submitted for each team for review prior to November 1st of each year;
- (e) produce an information letter for all parent/guardians as approved by the Vice President of Hockey Operations;
- (f) ensure that each coach has an up-to-date Rule Book and Association Rules and Regulations;
- (g) ensure that a league schedule is processed;
- (h) encourage all on-ice personnel to complete all required program and coaching clinics;
- (i) ensure that each of the coaches use the Hockey Canada U7 Program curriculum;
- (j) ensure all teams have completed medical history forms prior to first game of the season;
- (k) submit a report regarding the U7 Category at the Annual General Meeting of the Association.
- (l) At no time shall an individual serve as the U7 Director of SPMHA if their child, or children as the case may be, is registered in the U7 category.

**2.11.12 The U9 Director shall be elected on odd numbered years for a two (2) year term and shall:**

- (a) be responsible for the SPMHA U9 category;
- (b) conduct meetings and attend meetings regarding the U9 category;
- (c) submit any written reports to the Executive Board of Directors as required;
- (d) conduct pre-season meetings with coaches and require that a team approved budget be submitted for each team prior to November 1st of each year;
- (e) produce an information letter for all parent/guardians as approved by the Vice President of Hockey Operations;
- (f) ensure that each coach has an up-to-date Rule Book and Association Rules and Regulations;
- (g) ensure that a league schedule is processed;
- (h) encourage all on-ice personnel to complete all required program and coaching clinics;
- (i) ensure that each of the coaches use the Hockey Canada U9 Program curriculum;
- (j) ensure all teams have completed medical history forms prior to first game of the season;
- (k) submit a report regarding the U9 Category at the Annual General Meeting of the Association
- (l) At no time shall an individual serve as the U9 Director of SPMHA if their child, or children as the case may be, is registered in the U9 category

**2.11.13 The U11 Director shall be elected on even numbered years for a two (2) year term and shall:**

- (a) be responsible for the SPMHA U11 category;
- (b) conduct meetings and attend meetings regarding the U11 category;

- (c) submit any written reports to the Executive Board of Directors as required;
- (d) conduct pre-season meetings with coaches and require that a team approved budget be submitted for each team prior to November 1st of each year;
- (e) produce an information letter for all parent/guardians as approved by the Vice President of Hockey Operations;
- (f) ensure that each coach has an up-to-date Rule Book and Association Rules and Regulations;
- (g) ensure that a league schedule is processed;
- (h) encourage all on-ice personnel to complete all required program and coaching clinics;
- (i) ensure that each of the coaches use the Hockey Canada U11 Program curriculum;
- (j) ensure all teams have completed medical history forms prior to first game of the season;
- (k) submit a report regarding the U11 Category at the Annual General Meeting of the Association.
- (l) At no time shall an individual serve as the U11 Director of SPMHA if their child, or children as the case may be, is registered in the U11 category

**2.11.14 The U13 Director shall be elected on odd numbered years for a two (2) year term and shall:**

- (a) be responsible for the SPMHA U13 category;
- (b) conduct meetings and attend meetings regarding the U13 category;
- (c) submit any written reports to the Executive Board of Directors as required;
- (d) conduct pre-season meetings with coaches and require that a team approved budget be submitted for each team prior to November 1st of each year;
- (e) produce an information letter for all parent/guardians as approved by the Vice President of Hockey Operations;
- (f) ensure that each coach has an up-to-date Rule Book and Association Rules and Regulations;
- (g) ensure that a league schedule is processed;
- (h) encourage all on-ice personnel to complete all required program and coaching clinics;
- (i) ensure that each of the coaches use the Hockey Canada U13 Program curriculum;
- (j) ensure all teams have completed medical history forms prior to first game of the season;
- (k) submit a report regarding the U13 Category at the Annual General Meeting of the Association;
- (l) ensure second year U13 players are provided with information regarding try-out procedures for those regarding "AAA" U15 programs offered by other Associations.
- (m) At no time shall an individual serve as the U13 Director of SPMHA if their child, or children as the case may be, is registered in the U13 category.

**2.11.15 The U15 Director shall be elected on even numbered years for a two (2) year term and shall:**

- (a) be responsible for the SPMHA U15 category;
- (b) conduct meetings and attend meetings regarding the U15 category as required by the Executive Board of Directors;
- (c) submit any written reports to the Executive Board of Directors as required;
- (d) conduct pre-season meetings with coaches and require that a team approved budget be submitted for each team prior to November 1st of each year;
- (e) produce an information letter for all parent/guardians as approved by the Vice President of Hockey Operations;
- (f) ensure that each coach has an up-to-date Rule Book and Association Rules and Regulations;
- (g) ensure that a league schedule is processed;
- (h) encourage all on-ice personnel to complete all required program and coaching clinics;
- (i) ensure that each of the coaches use the Hockey Canada U15 Program curriculum;
- (j) ensure all teams have completed medical history forms prior to first game of the season;
- (k) submit a report regarding the U15 Category at the Annual General Meeting of the Association;
- (l) ensure second year U15 players are provided with information regarding the U18 program which is governed by Spruce Grove Minor Hockey Association as well as try-out procedures regarding "AAA" programs offered by other Associations.
- (m) At no time shall an individual serve as the U15 Director of SPMHA if their child, or children as the case may be, is registered in the U15 category.

**2.11.16 The U18 Director shall be elected on odd numbered years for a two (2) year term and shall:**

- (a) be responsible for the SPMHA U18 category;
- (b) conduct meetings and attend meetings regarding the U18 category as required by the Executive Board of Directors;
- (c) submit any written reports to the Executive Board of Directors as required;
- (d) conduct pre-season meetings with coaches and require that a team approved budget be submitted for each team prior to November 1st of each year;
- (e) produce an information letter for all parent/guardians as approved by the Vice President of Hockey Operations;
- (f) ensure that each coach has an up-to-date Rule Book and Association Rules and Regulations;
- (g) ensure that a league schedule is processed;
- (h) encourage all on-ice personnel to complete all required program and coaching clinics;
- (i) ensure that each of the coaches use the Hockey Canada U18 Program curriculum;

- (j) ensure all teams have completed medical history forms prior to first game of the season;
- (k) submit a report regarding the U18 Category at the Annual General Meeting of the Association;
- (l) ensure third year U18 players are provided with information regarding the future program alternatives.
- (m) At no time shall an individual serve as the U18 Director of SPMHA if their child, or children as the case may be, is registered in the U18 category.

**2.11.17 The Diversity, Equity and Inclusion Director shall be elected on odd numbered years for a two (2) year term and shall:**

- (a) oversee the promotion and operations of Female Hockey;
- (b) support additional hockey programming activity related to DEI, if it arises.

**2.11.18 The Referee in Chief shall be elected on even numbered years for a two (2) year term and shall:**

- (a) supervise all referees and provide direction and support for their scheduling
- (b) set up or conduct courses of training for referees to ensure a sufficient number of qualified persons to act as referees.
- (c) act as Stony Plain Minor Hockey's representative with the Referee's Association and may attend meetings of the Referee's Association
- (d) investigate all written complaints received regarding officials and discipline of officials if the investigation requires such.

## **2.12 Committees**

The Executive Board of Directors shall be at liberty to appoint Committees or Sub- Committees to assist in carrying out the operations of the Association. Such Committees or Sub-Committees shall be composed of Members of the Association and all Committees or Sub-Committees shall report to and be governed by the Executive Board of Directors. Notwithstanding the foregoing, all Members of Committees or Sub- Committees must be Members in good standing of Stony Plain Minor Hockey Association.

## **2.13 Indemnity of Executive Board of Directors**

No Member of Stony Plain Minor Hockey Association is, in his/her individual capacity, liable for a debt or liability of Stony Plain Minor Hockey Association. Stony Plain Minor Hockey Association shall indemnify an Executive Board of Directors Member, his/her heirs, legal representatives and assigns from and against any and all claims, costs, charges, expenses and losses including payment of legal fees on a solicitor and client basis necessary to settle or defend an action or satisfy a Judgment reasonably incurred by such person as a result of them having been an Executive Board of Directors Member in those cases where he/she was acting in his/her course and scope of duty and acted honestly and in good faith with the view to the best interests of Stony Plain Minor Hockey Association.

## **2.14 Remuneration**

At no time shall any member of the Executive Board of Directors receive any remuneration for either their executive services, nor be considered for any SPMHA paid position, employee, contractor or otherwise. Members of the Executive Board of Directors shall be entitled to reimbursement for reasonable expenses incurred while engaging in business approved by the Executive Board of Directors. The President and Treasurer, or designate, shall ensure the validity of and countersign all expense claims and cheques. No cheques shall be signed without proper submission of receipts, explanation and approval.

## **3.0 ARTICLE III**

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### **MISCELLANEOUS**

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#### **3.1 Bylaws**

The Bylaws of Stony Plain Minor Hockey Association may only be rescinded, altered or added to by a Special Resolution passed at a general meeting of the General Membership. Such resolutions must be posted at least twenty one (21) days in advance of the meeting in which such amendments or changes of the Bylaws are to be decided.

#### **3.2 Dissolution**

Should the Association dissolve, after payment of all debts and liabilities, any assets remaining shall be donated to a charitable organization.

#### **3.3 Corporate Seal**

There shall be no corporate seal for Stony Plain Minor Hockey Association.

#### **3.4 Fiscal Year End**

The financial operating year of the Association shall be from July 1st of one year to June 30th of the next year.

#### **3.5 Auditing/Review**

The financial records, books and accounts of the Treasurer shall be audited at least once every other year by a duly qualified Accountant. The financial records, books and accounts of the Treasurer shall be reviewed on alternating years by a duly qualified Accountant. A complete and proper statement shall be submitted by the auditor at the Annual General Meeting of the Association.

#### **3.6 Inspection of Books and Records**

The books and records of Stony Plain Minor Hockey Association may be inspected by any Member in good standing at the Annual General meeting or any other time upon giving reasonable notice to the Executive Board of Directors and arranging a mutually satisfactory time with the Member of the Executive Board of Directors having charge of same. The books and records of Stony Plain Minor Hockey Association will be available at all Executive Board of Directors meetings for review by the Executive Board of Directors Members. The books and records of the Association shall be available to the President at all times.

#### **3.7 Borrowing Powers**

For the purpose of carrying out its objects, the Association may borrow, raise or secure the payment of money in such manner as it deems fit. Stony Plain Minor Hockey Association may issue a Debenture or a General Security Agreement only under the sanction of a Special Resolution passed at a general meeting of the General Membership.



### **3.8 Contracted Services**

For the purpose of the Association carrying out its objectives and in consideration of best serving the membership, the Executive Board of Directors may, by majority vote, contract such services the Executive Board of Directors deems fit. All contractors must be approved by the board, whether by competitive bid, sole source or within the LOA and/or duties of a specific Executive member. Persons providing such contracted services cannot hold a position on the Executive Board of Directors.

### **3.9 Employees**

For the purposes of the Association carrying out its objects and in consideration of best serving the membership, the Executive Board of Directors may, by majority vote, hire employees as the Executive Board of Directors deems fit. The positions will be advertised and open to the public and have a specific contract, outlining duties and limits of authority. Employees shall not hold a position on the Executive Board of Directors.

DATED this 21st day of April, 2021 at the Town of Stony Plain, in the Province of Alberta.