

STONEWALL MINOR HOCKEY AND RINGETTE ASSOCIATION INC.

REGULATIONS

(Formerly referred to as the Policy Manual)

Section A

Powers and Duties of the Executive Officers

1. President

The President, shall have all the powers of the association within its jurisdiction, and without limiting the generality of the foregoing, shall have the power to:

- a) sign as a signing officer of SMHRA;
- b) call and preside at all meetings;
- c) sit on any and all committees as an ex-officio non-voting member;
- d) vote at regular or special executive meetings, and at the annual meeting **only** in the event of a tied vote;
- e) if necessary in the circumstances, suspend teams, team officials, or players on an interim basis and then refer the matter immediately to the disciplinary committee of SMHRA for final determination;
- f) shall have all other duties and powers usually conferred upon a president;
- g) present a report to the membership at the Annual General Meeting of the SMHRA membership.

2. Vice-President

The Vice President shall:

- a) in the absence of the President, perform all duties of the President;
- b) preside over meetings, as directed by the President;
- c) be responsible for co-ordination of the player evaluation process;

3. Past-President

The Past President shall:

- a) act as chair of the nominating committee; recruit two executive officers to serve on the committee with him or her; and ensure that the committee

secures candidates for the election of executive officers at the Annual

General Meeting;

- b) present the report of the nominating committee to the membership and nominate those candidates at the Annual General Meeting;
- c) perform any other duties as assigned by the President.

4. Treasurer

The Treasurer shall:

- a) sign as a signing officer of SMHRA;
- b) keep an accurate record of all monies received and disbursed;
- c) pay all accounts by cheque, as signed by the appropriate signing officers of SMHRA;
- d) present a report to the membership at the Annual General Meeting of the SMHRA membership.

5. Secretary

The Secretary shall:

- a) record and prepare accurate minutes of all meetings of SMHRA;
- b) maintain the By-laws and Regulations of SMHRA;
- c) prepare and send out all SMHRA correspondence;
- d) prepare and distribute all notices and documentation as required pursuant to the By-laws and Regulations.

6. Registrar

The Registrar shall:

- a) compile and maintain a registry of all players within the jurisdiction of SMHRA;
- b) maintain a record of each player's birth certificate;
- c) receive, distribute and approve MAHA rosters and distribute MAHA materials as required.

7. Referee-in-Chief Hockey

The Referee-in-Chief Hockey shall:

- a) co-ordinate local referee clinics;
- b) facilitate referee support and development through mentoring, mini- clinics, coaching or evaluations.
- c) ensure that appropriate officials are in attendance for all hockey games

where SMHRA is mandated to provide one or more such officials, either directly through the Referee-in-Chief or through those persons delegated this responsibility by the Referee-in-Chief;

- d) ensure that the appropriate fees, including mileage where applicable, are paid to the officials;
- e) handle all issues arising with respect to hockey refereeing and report on the outcome of such matters to the executive.

8. Head Coach Male Hockey

The Head Coach Male Hockey shall:

- a) provide information regarding coaching clinics and certification to prospective coaches for male hockey teams;
- b) accept applications from prospective coaches for all male hockey teams and submit a list of applicants to the executive for approval;
- c) conduct and chair meetings with coaches of male hockey teams as required;
- d) work with other executive members during player evaluation and team composition process;
- e) be available to coaches of the male hockey teams to assist them in any manner possible regarding coaching-related issues as they may arise;

9. Head Coach Female Hockey

The Head Coach Female Hockey shall:

- a) provide information regarding coaching clinics and certification to prospective coaches for female hockey teams;
- b) accept applications from prospective coaches for all female hockey teams and submit a list of applicants to the executive for approval;
- c) conduct and chair meetings with coaches of female hockey teams as required;
- d) work with other executive members during player evaluation and team composition process;
- e) be available to coaches of the female hockey teams to assist them in any manner possible regarding coaching-related issues, as they may arise;

10. Head Coach Ringette

The Head Coach Ringette shall:

- a) provide information regarding coaching clinics;
- b) accept applications from prospective coaches for all ringette teams and submit a list of applicants to the executive for approval;
- c) conduct and chair meetings with coaches as required.

11. Ice Convenor

The Ice Convenor shall:

- a) allocate ice time to minor hockey and ringette as per the Regulations;
- b) sell extra ice time in a manner approved by the executive;
- c) provide a report to the membership at the Annual General Meeting.

12. Booth Convenor

The Booth Convenor shall:

- a) recruit and manage a booth committee to ensure the booths are operated in an efficient and cost effective manner;
- b) be responsible for the purchase of all necessary supplies;
- c) report to the executive on the operation of the booths, as requested by the President;
- d) provide a report to the membership at the Annual General Meeting.

13. Equipment Manager

The Equipment Manager shall:

- a) compile and maintain an inventory of equipment;
- b) distribute the equipment to the teams and collect the equipment from the teams at the end of the season;
- c) ensure that existing equipment is maintained, as necessary;
- d) purchase new equipment as required.

14. SMHRA League Representative (Male and Female Hockey)

The SMHRA league representative (male and female hockey) shall:

- a) attend meetings with external organizations, including but not limited to, Interlake Minor Hockey Council, and Winnipeg Minor Hockey, as necessary to represent the interests of SMHRA.

15. SMHRA League Representative (Ringette)

The SMHRA league representative for ringette shall:

- a) attend meetings with external organizations as necessary to represent the interests of SMHRA.

16. Communications/Fundraising Officer

The Communications/Fundraising Officer shall:

- maintain contact with the general membership;
- prepare and distribute materials as requested and approved by the executive;

c) co-ordinate fundraising activities of SMHRA, as approved by the executive.

d) co-ordinate and approve the scheduling of tournaments as per the Regulations.

Section B

Registration Fees, Refunds, Late Registrations

1. Registration fees and the deadline for registration will be determined by the executive no later than September 1st in each year.
2. Additional registration fees will be subsequently assessed to any teams playing outside of the Interlake, taking into consideration the fees charged by the other league; the number of home games over and above the number of home league games which the team would have played had they played in the Interlake; as well as the additional ice and official costs associated therewith.
3. Fees may be paid in installments, as determined by the executive.
4. Any returned cheques will be subject to a \$25.00 administrative fee.
5. A booth duty deposit cheque in the amount of \$ 75.00 per player will also be required at the time of registration.
6. Late registrations will be accepted. However they will be subject to a \$50.00 late fee.
7. Any request for a refund of registration fees must be made in writing to the Executive. The Executive, in its sole discretion, will determine whether or not a refund will be issued and in what amount, taking into account that registration fees paid to MAHA and Interlake Minor Hockey are non-refundable to SMHRA.

Section C

Booth Duty

1. Parents of each registered player are required to work in the booths. Hours will be assigned by the Booth Convenor to the individual teams. In the alternative, the parent(s) may choose to pay a booth worker, as designated by the Booth Convenor, for those hours at an hourly rate as established by the Booth Convenor.
2. Failure to work the assigned hours or arrange for a designated booth worker in lieu thereof, will result in the forfeiture of their booth deposit cheque.

Section D

Player Evaluations

1. Initiation and Novice:

There will be one on-ice evaluation session where players will be assessed by the Vice-President; the Head Coach Male and/or Female Hockey and such other assistants as they may request.

2. Atom, Peewee, Bantam and Midget:

- There will be a minimum of two on-ice evaluation sessions where players will be assessed by independent assessors, as determined by the Vice-President.
- The assessors will be given the SMHRA expectations regarding expected team size and structure (A/B/B or A/B/C) for the current season
- Players unable to attend evaluations but wishing to try out for the "A" team, must have a parent advise the Vice President in writing as to the reason for not attending prior to the start of evaluations. A medical certificate attesting to illness or injury may be required. The placement of a player not attending evaluations will be at the discretion of the Vice President in consultation with the specific Head Coach.
- Players seeking age advancement must do so in writing to the Executive, prior to the start of evaluations. Their request will only be considered by the Executive after it has reviewed the registration numbers on the affected teams. Players may only age advance to an "A" team at a higher age level if they are evaluated to be in the top four at their position, defense or forward, at the higher level. A goaltender must evaluate in the top two to age advance.

Section E

Team Structure

1. Initiation and Novice:

- a) The Executive will determine the number of teams in each of these divisions, based upon the number of registered players.
- b) Players will be placed in such manner to endeavor to have teams of equal strength. The child(ren) of the head coach for the team will be placed accordingly; all other players will be selected by the coaches as monitored by the Vice President and the specific Head Coach of SMHRA.

2. Atom, Peewee, Bantam and Midget:

- a) The executive will determine the number of teams in each of these divisions, based upon the number of registered players and other factors as the executive considers appropriate in the circumstances.

- b) There will be an "A" team in each of the Atom, Peewee and Bantam categories

with the balance of the players being placed on teams tiered as either "B" or

"C" dependent upon the current situation with Interlake Minor Hockey and

Winnipeg Minor Hockey, and other factors which the executive deems relevant

at the time.

- c) If the particular age division will have two teams at the same level, then players will be placed in such manner to endeavor to have teams of equal strength. The child(ren) of the head coach for the team will be placed accordingly; all other players will be selected by the coaches as monitored by the Vice President and the specific Head Coach of SMHRA.

- d) Midget players, if more than one team, will be tiered.

- e) The Vice-President will provide each team with a group of players from within SMHRA for the purpose of affiliation. The head coach of the specific team is to contact the head coach of the player(s) he wishes to call up prior to calling the player(s). Players will only be affiliated with one team.

Section F

Coaching

1. Persons interested in coaching must submit the appropriate forms as required by Hockey Manitoba from year to year.
2. Coaches must ensure that they complete the required coaching clinics to obtain appropriate certification, by the dates specified by Hockey Manitoba.
3. SMHRA will pay the costs of registration for such clinics.
4. If two or more persons wish to head coach a particular team, the head coach will be determined by a majority vote of the Executive.

Section G

Ice Allotment and Fees

1. Once the teams have been determined, the Ice Convenor will allot practice ice times and advise all coaches as soon as possible.
2. The Ice Convenor will provide tentative game times to the SMHRA League Representatives for the scheduling of all league games.
3. The remaining ice time will be offered for sale to the teams of SMHRA at a cost recovery rate, on a first come, first served basis.
4. Ice not used by SMHRA will be offered for sale to others at a rate to be set by the executive in each year.
5. League, regional and provincial playoffs take priority over practice ice times and exhibition games. The Ice Convenor will advise any team so affected as soon as possible, and arrangements made for another suitable replacement time.

Section H

Equipment Management

1. Two sets of team jerseys, jersey bags, first aid kit, pucks and puck bags will be provided to each team at the start of the season.
2. The head coach of each team is responsible for the return of all equipment to the Equipment Manager at the end of the season.
3. Each head coach will be given a key to the appropriate equipment room located in the VMSC, together with one lock and key for the team's locker, which are to be returned to the Equipment Manager at the end of the season.
4. Team jerseys are not to be worn at practice. Head coaches, or those persons designated by them, are to collect the jerseys from the players after every game.
5. SMHRA will supply goalie equipment (catcher; blocker; and pads) to Initiation; Novice and Atom teams, if required.

Section I

Tournaments

1. In an effort to maintain registration costs at a reasonable, affordable level, all teams, hockey and ringette are required to host one tournament in Stonewall each year.
2. Each team will receive a "Tournament Package" regarding this requirement at the beginning of the season from the Communications/Fundraising Officer.

Section J

SMHRA clinics/schools

1. All player development clinics, schools, sweat camps, hitting clinics associated with SMHRA are to be self-funded, with the prior approval of SMHRA. Any net profits derived from these endeavors shall go to SMHRA.

Section K

Fundraising

1. There shall be no individual team fundraising without the prior approval of the SMHRA executive.

Section L

Referees

- Officials shall conduct themselves at all times in accordance with Hockey Canada, Hockey Manitoba and SMHRA regulations. Any official found in contravention of this shall be dealt with by the Referee-In-Chief or the disciplinary committee of SMHRA.
- Only certified officials shall be assigned to officiate SMHRA games. Officials are suspended from working any games while serving any hockey related suspension.
- Officials shall be two years senior to the age of the division they are assigned. Exceptions to these guidelines may be made on a case-by-case basis.
- Officials shall be in attendance at each game assigned to them 30 minutes before the game time.
- Any official who does not show up for a game, without reasonable excuse, shall forfeit that game fee, be assigned a fine equivalent to the value of the missed game and be dealt with by the Referee-In-Chief.
- No official can trade an assignment with another official without the permission of the Referee-In-Chief or his designate.
- All SMHRA on-ice officials shall wear an official's jersey with a current Hockey Manitoba crest on the left upper chest and a Hockey Canada crest on their left shoulder as well as a CSA certified hockey helmet and visor.
- Officials shall ensure that a game report is filled out and submitted for any incident requiring a game report. The report is to be filled out completely and legibly.
- Game fees will be paid to officials periodically throughout the season as determined by the Referee-In-Chief and SMHRA Treasurer.

Section M

Disciplinary Committee

1. SMHRA may, at any time, establish a disciplinary committee, chaired by the President, and comprised of three of the following four executive officers:

- a) President
- b) Vice-President
- c) the Head Coach (Male Hockey; Female Hockey or Ringette, given the specific circumstances)
- d) Referee-in-Chief
- e) SMHRA League Representative (Hockey or Ringette, given the specific circumstances)

2. The disciplinary committee shall hear and determine all matters required by these regulations to be heard by it.

3. The disciplinary committee may discipline a team, player, team official, game official or other member of SMHRA, for unbecoming conduct on or off the ice or violations of the SMHRA Code of Conduct (Section N of these Regulations) by such team or person.

4. The disciplinary committee shall meet at such times as are necessary to deal with issues on a timely basis.

5. Reasonable notice of the hearing shall be given by the committee to the persons involved or affected by the outcome of any disciplinary action.

6. The disciplinary committee may, in its sole discretion, impose such terms and conditions as it considers appropriate with respect to the future involvement of the person or team

involved in the SMHRA system, including, but not limited to, placing them on probation for a specified period; requiring attendance at clinics; making restitution; giving of apologies; providing of undertakings; suspensions; and revocation of membership in SMHRA.

Section N

SMHRA Code of Conduct

Objectives

The basic objectives of the SMHRA Code of Conduct are to:

- demonstrate mutual respect, understanding and the principles of good sportsmanship and fair play amongst all participants in minor hockey and ringette events
- eliminate behaviours and actions which fail to live up to these principles

- **Expectations of Players**
- respect all arena facilities and staff
- respect officials and their decisions
- respect the opposing team players and coaches
- respect your coaches and team mates
- take responsibility for your own actions and behaviour on and off the ice

- **Expectations of Coaches**
- respect all officials and their decisions
- respect the opposing team coaches and players
- respect your players and their parents
- respect all arena facilities and staff
- take responsibility for your actions and behaviour, and that of your team, on and off the ice

- **Expectations of Officials**
- maintain a professional attitude at all times
- promote the rules of the game to all team participants
- respect all participants of the game
- maintain open and positive communication with players and coaches

- **Expectations of Spectators**
- demonstrate respect for all officials and their decisions
- maintain your self-control at all times
- demonstrate respect for the players and coaches and do not judge them by professional athlete standards
- encourage sportsmanship, good effort and positive attitude in your child as a player of hockey or ringette

Incident Report Form

Violations of the SMHRA Code of Conduct should be reported to the SMHRA executive by completing an "Incident Report Form", available from any member of the executive, and returning it to the Secretary of SMHRA for production to the Disciplinary Committee.