
SASKATOON

Zone D Renegades

BYLAWS OF SASKATOON ZONE D HOCKEY INC.

Revised April 19, 2022

Table of Revisions	2
1. NAME	3
2. DEFINITIONS	3
3. PURPOSE	3
4. AUTHORITY	4
5. MEMBERSHIP	4
6. ZONE EXECUTIVE	5
7. DUTIES OF ZONE EXECUTIVE	7
8. REMUNERATION	12
9. ANNUAL MEETING OF MEMBERS	13
10. SPECIAL MEETINGS	14
11. ZONE EXECUTIVE MEETINGS	Error! Bookmark not defined.14
12. NOTICE OF MEETINGS	15
13. BYLAW AMENDMENTS	16
14. FINANCIAL	16
15. AGE OF PLAYERS	16
16. COACHES AND MANAGERS	16
17. DISCIPLINE	16
18. REMOVAL	17

SASKATOON

Zone D Renegades

Table of Revisions

Revision Date	Revision	Responsible
May 12, 2021	<ul style="list-style-type: none"> - s.6: Added note to Commissioner and Assistant Commissioner role. - s.14: New section re: Honorariums. - Changed age group titles as per new HC naming convention throughout document. 	Craig Skaros
April 19, 2022	<ul style="list-style-type: none"> -General language clean-up to ensure consistency throughout. -General housekeeping amendments to improve flow and organization of Bylaw. -Updated references to Hockey Saskatchewan and U21 age group. -ss. 3 and 11 became new s.4 cleaned up for redundancy and clarity. -s.5: added provision to allow for expanded membership. -s.7: updated duties for accuracy and removal of SAAH Coordinator position. -s.8: revisions for clarification. -s.9: added purpose of annual members meeting. -ss.9 and 13 revised to 30 days' notice for matter to be added to agenda or proposed bylaw amendment for annual members meeting. -s.14: added Board approval of financial statements -s.15: added necessary approvals. -s.18: new section re: Removal of Members. 	Jodi Manastyrski

SASKATOON

Zone D Renegades

NAME

1. The name of the Corporation is Saskatoon Zone D Hockey Inc. as registered pursuant to *The Non-profit Corporations Act, 1995* (hereinafter the "Corporation").

DEFINITIONS

2. In this Bylaw:
 - (a) "HC" means Hockey Canada;
 - (b) "HS" means Hockey Saskatchewan;
 - (c) "SMHA" means Saskatoon Minor Hockey Association;
 - (d) "Zone D" means the area that has been designated by SMHA as being within the jurisdiction of the Corporation.

PURPOSE

3. The purpose of this Bylaw is:
 - (a) to promote, govern and improve organized hockey within Zone D;
 - (b) to stress the values, appreciation and skills involved in hockey;
 - (c) to exercise a general supervision and direction over the playing interests of its players, coaches, managers and Zone Executive with emphasis on the enhancement of good character, citizenship, sportsmanship and participation;
 - (d) to ensure that there is enjoyment of the game and at the same time that good competition is involved; and
 - (e) to develop as many teams in each division as are practical and economically feasible.

SASKATOON

Zone D Renegades

AUTHORITY

4. (1) The Corporation is a member of SMHA and affiliated with HS and HC and as such shall comply with the rules, regulations and bylaws of those organizations as required.
- (2) The Corporation shall have jurisdiction over all age group hockey below the category of U21B in Zone D.
- (3) The Corporation shall have exclusive jurisdiction over the manner in which the Zone Executive members are elected.

MEMBERSHIP

5. (1) There shall be one class of membership.
- (2) Membership shall be open to the following:
 - (a) parents and guardians of children who reside within and are registered as a player with Zone D;
 - (b) parents and guardians of children who reside outside Zone D but who have received the approval of SMHA or HS to register as a player with Zone D; and
 - (c) anyone over the age of 18 who resides within Zone D and who has a willingness to be involved with hockey in Zone D.
- (3) Each registered coach, assistant coach, manager or trainer of a team sponsored by the Corporation is eligible to become a member of the Corporation.
- (4) Membership in the Corporation shall be on a yearly basis commencing on the 1st day of September in each year and ending on the 31st day of August of the following year.
- (5) Each member shall be entitled to one vote at general or special meetings of members.
- (6) No member is permitted to vote by way of proxy.

SASKATOON

Zone D Renegades

ZONE EXECUTIVE

6. (1) The Corporation shall operate through a board of directors known as the Zone Executive in compliance with *The Non-profit Corporations Act, 1995* and any other applicable rules, regulations or legislation.
- (2) The Zone Executive shall consist of a minimum of 1 and a maximum of 20 members of the Corporation and may consist of the following positions:

Zone Commissioner	U7 Coordinator
Past Commission	U9 Coordinator
Assistant Commissioner	U11 Coordinator
Registrar	U13 Coordinator
Treasurer	U15 Coordinator
Secretary	U18 Coordinator
Goalie Coordinator	Equipment Manager
Website Administrator	
Member-at-Large 1 – Player Development	Member-at-Large 2 - Coach Certifications and Criminal Record Checks
Member-at-Large 3 - Fundraising	Member-at-Large 4 - Coach Surveys

- (3) The positions of Zone Commissioner and Assistant Commissioner shall be nominated and voted on by the Zone Executive members only.
- (4) Candidates running for the position of Zone Commissioner or Assistant Commissioner must have first served 2 years on the Zone Executive.
- (5) Candidates running for the position of Treasure must meet the following criteria:
- (a) provide a criminal record check;
 - (b) have a basic knowledge and understanding of financial statements with the knowledge to adequately communicate that understanding;

SASKATOON

Zone D Renegades

- (c) experience with bookkeeping, accounting and banking in a professional capacity; and
 - (d) when possible, the Zone Executive will make efforts to have this position filled through sponsorship of an accounting firm or similar organization.
- (6) The term of each position for Zone Executive members will commence at the conclusion of the meeting of members where that member was elected and shall continue for a 2-year term other than in the following circumstances:
- (a) The position of Past Zone Commissioner is a non-voting position and is limited to a 2-year term which must be approved by vote of the Zone Executive.
 - (b) In the event that a position on the Zone Executive is not filled at the annual meeting of members, then such position may be filled by appointment by the Zone Executive until the next meeting of members as follows:
 - (i) if due to a vacancy a Zone Executive member has been appointed outside of the regular election rotation as set out in (6), the term of that position if elected at the next meeting of members shall be extended to a 3-year term and will thereafter follow the regular election rotation.

SASKATOON

Zone D Renegades

- (6) Zone Executive elections will occur in accordance with the following schedule:

Odd Years	Even Years
Commissioner	Assistant Commissioner (Board Appointed)
Registrar	Treasurer
Secretary	U11 Coordinator
U7 Coordinator	U13 Coordinator
U9 Coordinator	U15 Coordinator
U18 Coordinator	Goalie Coordinator
Website Administrator	Equipment Coordinator
MAL 1 – Player Development	MAL 2 – Coach Certifications and Criminal Record Checks
MAL 3 – Fundraising	MAL 4 – Coach Surveys

- (7) A member who wishes to run for election for a Zone Executive position must be nominated by another member and must be present at the meeting of members where the election is to occur.
- (8) Incumbent members of the Zone Executive are eligible for re-election and are not required to be nominated but must agree to allow their name to stand for re-election.
- (9) Elections will be conducted by secret ballot with the results of the election communicating the successful candidate only, not disclosure of vote count.
- (10) Zone Executive members who do not attend 80% of all Zone Executive meetings may be removed from the Zone Executive.

DUTIES OF ZONE EXECUTIVE

7. The Zone Executive shall ensure that all decisions made on behalf of Zone D are in the best interests of the players and their continual development.
- (1) Past Commissioner (If Required):
- (a) to provide continuity from year to year;

SASKATOON

Zone D Renegades

- (b) to act in an advisory capacity to the current Zone Executive;
and
 - (c) to carry out such duties as may be designated by the Zone Commissioner.
- (2) Zone Commissioner:
- (a) to carry on the day-to-day business of the Corporation as set out in these Bylaws;
 - (b) to be responsible to see that hockey in Zone D is being administered uniformly and equitably;
 - (c) to be the official spokesperson for the Corporation with SMHA;
 - (d) to ensure that annual meetings of the Corporation are held and that Zone Executive meetings are regularly held;
 - (e) to preside at all annual and Zone Executive meetings;
 - (f) to vote at all meetings only in case of a tie;
 - (g) to ensure that minutes of all Zone Executive meetings and annual meetings of the Corporation are available, if required by SMHA;
 - (h) to be responsible for all fundraising projects and to appoint chair persons for the major fundraising projects;
 - (i) to ensure that all Zone Executive members are fulfilling their duties in their executive positions as required by Zone D hockey and to remove such members that have not acted in the best interests of Zone D hockey;
 - (j) for the duration of the term of office as Zone Commissioner, the Zone Commissioner shall not be allowed to coach or manage a hockey team during the regularly scheduled hockey season in Zone D hockey;

SASKATOON

Zone D Renegades

- (k) to impose suspensions on players, coaches or managers where deemed necessary and to report the same to the SMHA office in order that a file of all suspensions may be maintained; and
 - (l) to create committees as required by the Corporation which shall be formed by Zone Executive members.
- (3) Assistant Commissioner:
- (a) to perform the duties of the Zone Commissioner when the Zone Commissioner is absent;
 - (b) to receive all coaching applications and confirm minimum coaching certification with member-at-large;
 - (c) to distribute information for all coaches, managers, players and members to the appropriate coordinator;
 - (d) to assist with coaching evaluations if required by Coaching Evaluation Sub-Committee appointed by Zone Executive.
 - (e) to be responsible for ice allocation for all Zone D tryouts, evaluations, and development clinics; and
 - (f) to perform such other duties as may be designated from time to time by the Zone Commissioner.
- (4) Registrar:
- (a) to be responsible for all player and team registration and to ensure that all deadlines for the registration of the players and the registration of teams are met;
 - (b) to prepare and distribute information packages for coaches and managers at the beginning of each season; and
 - (c) to perform such other duties as may be designated from time to time by the Zone Commissioner.
- (5) Secretary:

SASKATOON

Zone D Renegades

- (a) to keep an accurate record of all meetings of the Corporation and all meetings of the Zone Executive; and
 - (b) to perform such other duties as may from time to time be designated by the Zone Commissioner.
- (6) Treasurer:
- (a) to keep an accurate record of all monies received and disbursed by the Corporation and to report on the same at the annual meeting of the Corporation;
 - (b) to receive and handle all correspondence on behalf of the Corporation, including being responsible for sending out invoices and paying bills;
 - (c) to submit to the Zone D appointed accountant all Zone D financial documents on a monthly basis and to provide all financial documents to the Zone D appointed accountant as requested from time to time from the Zone D appointed accountant;
 - (d) to provide a current financial statement, as prepared by the Zone D appointed accountant, to all Zone D executive members at all monthly Zone D executive meetings or as requested by the Zone D commissioner;
 - (e) prior to leaving at the end of the term, the Treasurer shall turn over any and all records related to the Corporation and shall make a full report as to the financial status of the Corporation to the Zone Executive; and
 - (f) to perform such further duties as may be designated from time to time by the Zone Commissioner.
- (7) Division Coordinators:
- (a) to be responsible to organize and oversee the operation of their respective age division in the manner directed by SMHA;

SASKATOON

Zone D Renegades

- (b) to organize and oversee the preseason program for their respective age division as provided by the Executive of the Corporation prior to the beginning of the season;
 - (c) to serve as the line of communication between coaches, assistant coaches and managers in their respective age divisions and the Zone Executive;
 - (d) to attend SAAH and SMHA meetings as delegated by the Zone Commissioner and provide reports to the Zone Executive; and
 - (e) to perform such other duties as may be designated from time to time by the Zone Commissioner.
- (8) Goalie Coordinator:
- (a) to be responsible to organize and oversee the evaluation and tryout process for all goaltenders in Zone D;
 - (b) to setup all goaltending evaluators and development clinics for all U11 to U15 goalies;
 - (c) to determine how to best allocate goaltenders in each division for each team, in consultation with the Zone Executive and SMHA when necessary; and
 - (d) to perform such other duties as may be designated from time to time by the Zone Commissioner.
- (9) Equipment Manager
- (a) to purchase necessary equipment, with approval of the Zone Executive;
 - (b) to organize and distribute all equipment supplied by the Corporation for the use of teams sponsored by Zone D;
 - (c) to organize the return of all equipment supplied by the Corporation and used by Zone D teams at the end of the current season; and
 - (d) to perform such other duties as may be designated from time to time by the Zone Commissioner.

SASKATOON

Zone D Renegades

- (10) Members-at-Large
- (a) to be delegated responsibilities as required by the Zone Commissioner and the committees created by the Zone Executive including:
 - (i) coach criminal record checks;
 - (ii) coach certifications;
 - (ii) fundraising; and
 - (iii) coach surveys;
 - (b) to assist all Division Coordinators with pre-season evaluations and tryouts for all players and goalies; and
 - (c) to perform such other duties as may be designated from time to time by the Zone Commissioner.

REMUNERATION

8. (1) Remuneration for each Zone Executive position will be as follows:
- (a) Zone Commissioner - \$1,500.00;
 - (b) Assistant Commissioner - \$1,500.00;
 - (c) Registrar - \$1,500.00;
 - (d) All other position will receive remuneration in an amount equivalent to the member's oldest child's Zone D registration fee for the current year; and
 - (e) Any non-parent Zone Executive position, other than (a), (b) and (c) above, will receive remuneration in an amount equivalent to the U15 Zone D regular registration fee.
- (2) Remuneration for Zone Executive will consist only of the Zone D regular registration fee and excludes additional amounts for special registration programs beyond Zone D hockey. The Zone Executive member will be responsible for payment of all registration amounts in excess of the Zone D regular registration fee.

SASKATOON

Zone D Renegades

ANNUAL MEETING OF MEMBERS

9. (1) There shall be an annual meeting of the members of the Corporation called in the spring of each year following completion of the hockey season and as soon as possible after the annual meeting of the SMHA.
- (2) The purpose of the annual meeting of the members shall include:
 - (a) the consideration of the financial statements;
 - (b) the consideration of the auditors report, when available;
 - (c) the election of the Zone Executive;
 - (d) the consideration of bylaw amendments; and
 - (e) such other matters as necessary.
- (3) At an annual or special meeting of member, a quorum shall consist of 20 members of the Corporation.
- (4) A member of the Corporation who wishes to have a matter placed on the agenda of the annual meeting of members shall, 30 days prior to the annual meeting of members, give to the Zone Commissioner notice in writing of the matter proposed to be placed on the agenda.

SPECIAL MEETINGS

10. Special meetings of the membership of the Corporation shall be called by the Zone Commissioner upon written request given to the Zone Commissioner provided that such request clearly states the purpose for the meeting and such request is signed by a minimum of ten members of the Corporation; and

ZONE EXECUTIVE MEETINGS

11. (1) All Zone Executive meetings shall be called by the Zone Commissioner.
- (2) Notice of Zone Executive meetings shall be given to all of the Zone Executive members.

SASKATOON

Zone D Renegades

- (3) A majority of the members of the Zone Executive shall constitute a quorum.
- (4) Notwithstanding vacancies on the Zone Executive, resulting from the resignation, removal, death and/or vacancy in any position of the Zone Executive, the continuing members of the Zone Executive may exercise all of the powers of the Zone Executive.
- (5) Members of the Corporation shall have the right to address the Zone Executive at the first available Zone Executive meeting provided that:
 - (i) the subject for discussion has been addressed with the appropriate Coordinator and with the Zone Commissioner; and
 - (ii) written notice stating the subject for discussion is given to the Zone Commissioner 14 days prior to the meeting.
- (6) At all meetings of the Zone Executive, every question shall be decided by a majority of the votes cast on the question.

NOTICE OF MEETINGS

12. (1) If the Corporation has more than 250 members, notice of any meeting of the members of the Corporation may be given in one of the following manners by the Zone Executive:
 - (i) by publication at least once in each of three consecutive weeks preceding the meeting in a newspaper circulated in the City of Saskatoon; or
 - (ii) by publication, not more than 50 nor less than 15 days before the meeting at least once in a publication of the Corporation that is sent by ordinary mail or on the corporation website to all its members; or
 - (iii) by ordinary mail not more than 50 nor less than 15 days before the meeting sent to each member entitled to vote at the meeting, to each member of the Zone Executive, and to the auditor, if any, of the Corporation.

SASKATOON

Zone D Renegades

- (2) If the Corporation has 250 members or less, notice of the time and place of a meeting of members shall be sent by ordinary mail or on the website of the Corporation, not more than 50 nor less than 15 days before the meeting, to each member entitled to vote at the meeting, to each member of the Zone Executive and to the auditor, if any, of the Corporation.

BYLAW AMENDMENTS

13. (1) Bylaws of the Corporation may be amended or repealed at the annual meeting of the members of the Corporation provided that 30 days prior notice in writing of any proposed amendment or repeal shall have been given to the Zone Commissioner or in the absence of the Zone Commissioner to another member of the Zone Executive. A resolution passed by a majority of not less than two thirds of the votes cast by the members of the Corporation who voted respecting that resolution is necessary in order to make, amend or repeal any bylaws at the annual meeting of the Corporation.
- (2) Bylaws of the Corporation may be made, amended or repealed by the Zone Executive. Any such bylaw, amendment or repeal of a bylaw made by the Zone Executive must be submitted to the members of the Corporation at the next meeting of members and the members, by a resolution passed a majority of the votes cast by the members who voted respecting that resolution, may confirm, reject or amend the bylaw, amendment or repeal.
- (3) A bylaw, or an amendment or a repeal of a bylaw by the Zone Executive, is effective from the day of the resolution of the members of the Zone Executive until it is confirmed, confirmed as amended or rejected by the members of the Corporation, and where the bylaw is confirmed or confirmed as amended, it continues in effect in the form in which it was so confirmed.
- (4) If a bylaw, an amendment or repeal is rejected by the members of the Corporation, or if the members of the Zone Executive do not submit a bylaw, an amendment or repeal to the members as above, the bylaw, amendment or repeal ceases to be effective and no subsequent resolution of the members of the Zone Executive to make, amend or repeal a bylaw having substantially the same purpose or effect is effective until it is confirmed or confirmed as amended by the members, of the Corporation.

SASKATOON

Zone D Renegades

FINANCIAL

14. (1) The fiscal year of the Corporation shall be as the directors may from time to time, by resolution, determine.
- (2) All funds earned by the Corporation through its activities shall be credited to the account of the Corporation maintained by the Corporation under the name Saskatoon Zone D Hockey Inc. with a financial institution.
- (3) All expenditures shall be evidenced by invoices.
- (4) The signing officers of the Corporation with such financial institution shall be the Treasurer and either the Zone Commissioner or the Assistant Commissioner.
- (5) The financial statement, signed by the Treasurer, must be prepared and presented to the Zone Executive for approval prior to being presented at an annual meeting of members of the Corporation.
- (6) The Financial Statement of the Corporation are to be audited at a minimum every 2 years or more frequently as decided by the Zone Executive.

AGE OF PLAYERS

15. (1) The ages of players in each division shall be determined from time to time by SMHA.
- (2) Players shall play in the division which corresponds to their age unless they have the prior consent of the Zone Executive, SMHA and HS as required in order to move to a higher division.
- (3) All children wishing to play hockey in Zone D shall be given an equal opportunity to try out for any Tier I or Tier II team.

COACHES AND MANAGERS

16. (1) All coaches, assistant coaches and managers interested in coaching or managing teams in Tier I or Tier II levels shall submit, to the Zone Executive, their names by midnight on the Thursday prior to tryout dates of each age group of the current year.

SASKATOON

Zone D Renegades

- (2) Approval of coaches, assistant coaches and managers shall be made by the Zone Executive prior to registration of players with SMHA.
- (3) Coaches and managers shall be at least 18 years of age.
- (4) All coaches and assistant coaches shall have the Zone, SMHA, HS, and HC required certification by the yearly deadline set by SMHA Rules and Regulations.
- (5) All team officials are required to have Respect in Sport handed in at same deadline as criminal record checks or they will be removed from team workbooks and not allowed to coach until Zone Executive approval granted.
- (6) All Team officials not having the required certification will be fined as per SMHA Rules and Regulations.
- (7) Team officials with outstanding fines from past year will not be allowed to coach current year until fines are paid.
- (8) Family members of head coaches, whether by marriage or otherwise, cannot be the manager or treasurer of their team unless approved by the Zone Executive, and will only be considered if nobody else has volunteered. In the event of approval, a team liaison shall be named who will be available for team families to raise concerns with to be addressed.

DISCIPLINE

17. (1) Discipline of players, both on and off the ice is the responsibility of coaches, assistant coaches and managers.
- (2) The Zone Executive shall have the authority to suspend or discipline players, parents, coaches, assistant coaches, managers, trainers or members of Zone D who engage in inappropriate conduct based on the SMHA Codes of Conduct. Such suspensions or discipline will be reported to SMHA.
- (3) All infractions will be reviewed for further action at the discretion of the Zone Executive, including the following:

SASKATOON

Zone D Renegades

- (i) abuse of officials by any team official, player or parent;
 - (ii) abuse of players by any team official, player or parent;
 - (iii) abuse of other team officials by any player or parent;
 - (iv) racial implications by any team official, player, or parent;
 - (v) any team official, player or parent not complying with HC, HS, SMHA, Zone D Rules and Regulations and any applicable Codes of Conduct; and
 - (vi) any other infraction deemed serious enough by the Zone Executive.
- (4) All disciplinary actions occurring during the course of the hockey season will be based on the existing SMHA Parents Code of Conduct violation progression system and the Rules and Regulations set out by SMHA.

REMOVAL

18. (1) Subject to Section 17, the Zone Executive may suspend or terminate a membership by a two-thirds vote of the Zone Executive present at the meeting.
- (2) Prior to a vote being taken to suspend or terminate a membership, the Board shall:
- (a) provide 14 days notice in writing to the member of the date, time and location where the vote will be taken; and
 - (b) give the member a reasonable opportunity to make representation with respect to the suspension or termination of their membership.

Approved By Zone Commissioner