

Peace River Minor Hockey Association

Updated Bylaws – **Board Draft for Review**

BOARD DRAFT – FOR REVIEW AND DISCUSSION ONLY

Prepared using the prior PRMHA Bylaws (2018) and current Hockey Alberta governance standards and bylaws. This document is intended for internal Board review and feedback only. These bylaws do not replace existing bylaws until formally approved by the membership and, where required, Hockey Alberta.

ARTICLE 1 – NAME AND AFFILIATION

1.1 The name of the Association shall be **Peace River Minor Hockey Association** (hereinafter referred to as the “Association” or “PRMHA”).

1.2 The Association shall operate as a not-for-profit organization.

1.3 The Association shall be a member in good standing of Hockey Alberta and shall be governed by, and comply with, the bylaws, regulations, policies, and directives of Hockey Alberta and Hockey Canada.

1.4 Where any PRMHA bylaw conflicts with Hockey Alberta or Hockey Canada bylaws, the bylaws of the senior governing body shall prevail.

ARTICLE 2 – PURPOSE AND OBJECTIVES

The purposes and objectives of the Association are to:

2.1 Promote, govern, and administer minor hockey in Peace River and surrounding communities.

2.2 Provide a safe, inclusive, respectful, and development-focused hockey environment for all participants.

2.3 Encourage good sportsmanship, fair play, teamwork, and respect for officials, volunteers, and participants.

2.4 Ensure compliance with Hockey Alberta’s Long-Term Player Development (LTPD) model, safety programs, and disciplinary standards.

2.5 Manage and administer teams, leagues, coaches, officials, and volunteers in accordance with governing body rules.

ARTICLE 3 – MEMBERSHIP

3.1 Membership in the Association shall consist of: - Registered players; - Parents or legal guardians of registered players; - Coaches, managers, and team officials; - Registered volunteers and Directors.

3.2 Membership is valid only while the member remains in good standing with the Association and Hockey Alberta.

3.3 All members shall comply with these bylaws and all policies, rules, and codes of conduct adopted by the Association and Hockey Alberta.

3.4 Membership may be suspended or terminated for disciplinary reasons in accordance with Article 11.

ARTICLE 4 – GOVERNANCE AND AUTHORITY

4.1 The affairs of the Association shall be governed by a Board of Directors (the “Board”).

4.2 The Board shall act in accordance with these bylaws, Association policies, and Hockey Alberta bylaws and regulations.

4.3 The Board shall have authority to interpret these bylaws, subject to appeal as outlined herein and in applicable Hockey Alberta policies.

ARTICLE 5 – BOARD OF DIRECTORS

5.1 Composition

The Board shall consist, at a minimum, of the following voting positions: - President - Vice President - Treasurer - Secretary - Equipment Director - Coach Development Director - Referee-in-Chief - Division Directors (U7/U9, U11/U13, U15/U18) - Director of Directors - Director of Safety

The Board may also appoint one (1) non-voting **Associate Director** position as outlined in Section 5.6.

5.2 Eligibility

5.2.1 Directors must be members in good standing of PRMHA.

5.2.2 Directors must meet all Hockey Alberta screening and certification requirements.

5.2.3 The Associate Director is not required to be a member of PRMHA but must meet all screening, certification, and conduct requirements established by the Board and Hockey Alberta.

5.3 Term of Office

5.3.1 Directors shall serve one (1) year terms unless otherwise specified by policy.

5.3.2 President and secretary shall serve two (2) year terms staggered with the Vice president and Treasurer who shall also serve two (2) year terms

5.3.3 Directors may be re-elected without term limits unless restricted by Board policy.

5.3.4 The Associate Director shall be appointed for a one (1) year term and may be reappointed at the discretion of the Board.

5.4 Vacancies

5.4.1 The Board may appoint an interim Director to fill a vacancy until the next General Meeting.

5.4.2 The Board may appoint or remove the Associate Director position as deemed appropriate based on organizational needs.

5.5 Voting Rights

5.5.1 Each Director listed in Section 5.1 shall have one (1) vote.

5.5.2 The Associate Director shall have no voting rights but may attend meetings and participate in discussion.

5.6 Associate Director (Non-Voting)

The Associate Director shall: - Provide advice and input to the Board and committees as requested; - Abide by all PRMHA policies, confidentiality, and conflict of interest provisions; - Have no signing authority or voting rights.

Appointment of an Associate Director requires approval by a majority vote of the Board.

ARTICLE 6 – DUTIES OF OFFICERS

6.1 President - Provides overall leadership and governance; - Acts as the primary liaison with Hockey Alberta; - Presides over meetings.

6.2 Vice President - Assists the President; - Oversees discipline and risk management; - Acts in the absence of the President.

6.3 Treasurer - Manages the financial affairs of the Association; - Presents budgets and financial statements; - Ensures compliance with financial policies and applicable legislation.

6.4 Secretary - Maintains official records and meeting minutes; - Manages official correspondence.

6.5 Additional Director roles and responsibilities shall be defined in Board-approved policy manuals.

ARTICLE 7 – MEETINGS

7.1 Annual General Meeting (AGM)

7.1.1 The AGM shall be held annually within sixty (60) days of the fiscal year end (April 30).

7.1.2 Notice of the AGM shall be provided to members at least fourteen (14) days in advance.

7.1.3 The order of business for the AGM shall be outlined in the PRMHA Policy Manual.

7.2 Special General Meetings

7.2.1 Special General Meetings may be called by the Board or upon written request of ten percent (10%) of the membership.

7.3 Quorum

7.3.1 Quorum for a General Meeting shall consist of: - A minimum of seven (7) Directors and Officers combined; and - Seven (7) voting members of the general membership.

7.3.2 Quorum for Board meetings shall be a simple majority of Directors.

7.4 Executive Meetings

7.4.1 The President shall call Executive Meetings as required and the Secretary shall notify the Executive Committee officers of the time and place. An agenda shall be prepared by the President and the Secretary prior to the meeting.

7.4.2 During Executive Committee Meetings, only Executive Committee officers shall make motions and vote there upon.

ARTICLE 8 – FINANCES

8.1 The fiscal year of the Association shall run from May 1 to April 30.

8.2 All funds shall be used solely to further the objectives of the Association.

8.3 Signing authority shall require two (2) authorized Directors, as determined by Board policy.

8.4 An annual financial review shall be completed as required by Hockey Alberta or Board policy.

8.5 For the purpose of carrying out its objectives, the PRMHA may, by minor resolution of the Executive Committee, borrow or raise or secure monies, and the repayment thereof, in such a manner as is required. In no case shall any debentures of the PRMHA be issued without a special resolution of the general membership requiring the support of 75% of the members present at a duly constituted General Meeting and which 21 days' notice of such meeting has been given.

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ARTICLE 9 – COMMITTEES

9.1 The Board may establish standing or ad hoc committees as required.

9.2 Committees shall operate under terms of reference approved by the Board.

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ARTICLE 10 – POLICIES AND REGULATIONS

10.1 The Board may establish, amend, or repeal policies governing operations, discipline, risk management, and conduct.

10.2 Policy Changes, additions, and repeals will be voted on at any regular meeting, must go through 2 readings prior to passing.

10.3 All policies shall be consistent with these bylaws and Hockey Alberta bylaws.

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ARTICLE 11 – DISCIPLINE AND APPEALS

11.1 PRMHA shall follow Hockey Alberta's Discipline, Appeal, and Harassment policies.

11.2 The Association shall maintain a Discipline Committee in accordance with Hockey Alberta requirements.

11.3 All members are entitled to procedural fairness.

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ARTICLE 12 – SAFE SPORT AND CONDUCT

12.1 All participants shall adhere to Hockey Canada and Hockey Alberta Codes of Conduct.

12.2 Abuse, harassment, discrimination, and maltreatment shall not be tolerated.

12.3 Mandatory screening and education requirements shall be enforced.

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ARTICLE 13 – AMENDMENTS

13.1 These bylaws may be amended by a two-thirds (2/3) majority vote at a duly called General Meeting.

13.2 Proposed amendments must be submitted in writing at least fourteen (14) days prior to the meeting.

13.3 All amendments are subject to Hockey Alberta approval where required.

ARTICLE 14 – DISSOLUTION

14.1 In the event of dissolution, assets shall be distributed in accordance with the Societies Act of Alberta and Hockey Alberta requirements.

14.2 No assets shall be distributed to members.

ARTICLE 15 – INDEMNIFICATION OF DIRECTORS AND OFFICERS

15.1 The Association shall indemnify Directors, Officers, committee members, employees, and volunteers against all costs and liabilities incurred in the performance of their duties, to the extent permitted by law.

15.2 Indemnification shall apply only where the individual acted honestly, in good faith, and in the best interests of the Association.

15.3 The Association may purchase and maintain insurance for the benefit of such individuals.

15.4 Indemnification shall not apply to willful misconduct, fraud, gross negligence, or actions outside the scope of authority.

ARTICLE 16 – COMPENSATION OF DIRECTORS AND OFFICERS

16.1 Directors and Officers shall serve without remuneration in accordance with Alberta legislation and AGLC requirements.

16.2 Directors and Officers may be reimbursed for reasonable expenses incurred in the performance of their duties, subject to Board approval and applicable regulations.

Proposed for adoption by the Peace River Minor Hockey Association on:
