STRAIT RICHMOND MINOR HOCKEY ASSOCIATION CONSTITUTION (BYLAWS)

REVISED MAY, 2026

ARTICLE 1 – NAME

1.1 The name of the Society shall be the Strait Richmond Minor Hockey Association (SRMHA), hereinafter referred to as the "Association."

1.2 The Association shall operate as a non-profit society incorporated under the Nova Scotia Societies Act and shall be affiliated with Hockey Nova Scotia and Hockey Canada.

ARTICLE 2 – OBJECTIVES

The objectives of the Association are:

a) To promote, govern, and develop amateur minor hockey within the Strait Richmond area.

b) To provide hockey programs in a safe, inclusive, and sportsmanlike environment.

c) To foster fair play, teamwork, respect, and skill development.

d) To administer hockey activities in accordance with Hockey Canada and Hockey Nova Scotia regulations.

e) To support the development of players, coaches, officials, and volunteers.

f) To acquire, manage, and administer funds and assets necessary to achieve these objectives.

ARTICLE 3 – MEMBERSHIP

3.1 Membership

Membership shall be granted to:

a) Parents or legal guardians of registered players.

b) Registered coaches, assistant coaches, managers, trainers, and officials.

c) Members of the Board of Directors.

d) Individuals appointed by the Board to committees or volunteer positions.

3.2 Membership Term

Membership shall commence upon registration or appointment and continue until the next annual registration period unless otherwise terminated.

3.3 Good Standing

A member shall be considered in good standing if:

a) All fees and obligations owing to the Association have been satisfied.

b) The member complies with the By-Laws, policies, and codes of conduct of the Association.

c) The member is not under suspension.

3.4 Rights of Members

Members in good standing shall have the right to:

a) Attend General Meetings.

b) Vote at General Meetings (no votes by proxy).

c) Seek election to the Board of Directors.

3.5 Termination of Membership

Membership shall cease upon:

a) Resignation.

b) Death.

c) Failure to maintain eligibility.

d) Suspension or expulsion in accordance with these By-Laws.

Membership is not transferable.

ARTICLE 4 – MEMBERSHIP MEETINGS

4.1 Annual General Meeting

The Annual General Meeting shall be held no later than June 30 each year.

The AGM shall:

a) Receive annual reports.

b) Receive financial statements.

c) Elect Directors.

d) Conduct any other business properly brought before the meeting.

4.2 Notice

Notice of all General Meetings shall be provided at least fourteen (14) days in advance.

Notice may be delivered electronically, posted on the Association website, social media platforms, or by other methods approved by the Board.

4.3 Special General Meetings

Special General Meetings may be called:

a) By the President.

b) By resolution of the Board.

c) Upon written request of twenty (20) members in good standing.

Only business identified in the notice may be considered.

4.4 Quorum

Seven (7) members in good standing shall constitute quorum at any General Meeting.

4.5 Voting

Each member in good standing shall be entitled to one vote.

Proxy voting shall not be permitted.

Unless otherwise specified, motions shall be approved by a simple majority of votes cast.

The Chair shall vote only in the event of a tie.

ARTICLE 5 – BOARD OF DIRECTORS

5.1 Authority

The affairs of the Association shall be managed by a Board of Directors.

The Board shall establish policies, oversee finances, govern operations, and act in the best interests of the Association.

5.2 Composition

The Board shall consist of fourteen (14) Directors comprised of:

- President
- Vice-President
- Secretary
- Treasurer
- Registrar
- Ice Scheduler
- Eight (8) Directors-at-Large

The President and thirteen (13) Directors shall collectively constitute the Board of Directors.

Each Director shall have one vote.

5.3 Eligibility

Directors must:

a) Be members in good standing.

b) Be at least eighteen (18) years of age.

c) Not be prohibited by law from serving as a Director.

5.4 Terms of Office

All Directors shall serve two-year terms.

Positions shall be elected as follows:

Even Numbered Years

- Vice-President
- Secretary
- Registrar
- Four Directors-at-Large

Odd Numbered Years

- President
- Treasurer
- Ice Scheduler
- Four Directors-at-Large

Directors may seek re-election without limitation.

5.5 Vacancies

The Board may appoint a qualified individual to fill a vacancy until the next AGM.

5.6 Removal

A Director may be removed by:

a) A majority vote of the membership at a General Meeting.

b) Board resolution where a Director has missed three consecutive meetings without reasonable cause.

c) Conduct deemed detrimental to the Association at the discretion of the Board.

The Director shall be provided written notice and an opportunity to respond.

ARTICLE 6 – OFFICERS

6.1 President

The President shall:

a) Preside at meetings.

b) Provide leadership to the Association.

c) Act as spokesperson.

d) Be an ex-officio member of all committees.

6.2 Vice-President

The Vice-President shall assist the President and assume the duties of the President in their absence.

6.3 Secretary

The Secretary shall:

a) Record and maintain minutes.

b) Maintain corporate records.

c) Manage official correspondence.

d) Issue meeting notices.

6.4 Treasurer

The Treasurer shall:

a) Maintain financial records.

b) Deposit Association funds.

c) Pay authorized expenses.

d) Present financial reports.

e) Prepare annual financial statements.

6.5 Registrar

The Registrar shall oversee player registration and roster administration.

6.6 Ice Scheduler

The Ice Scheduler shall coordinate and schedule all Association ice allocations.

6.7 Past President (non-director capacity)

The past president shall assist the association where needed, in an advisory capacity to the president if needed.

6.8 Duties, Powers and Remuneration

The Directors and Officers of the Association shall exercise the powers and perform the duties assigned to them under these By-Laws and any policies adopted by the Board.

Directors and Officers shall serve without remuneration for their services as Directors or Officers.

Nothing in these By-Laws shall prevent the reimbursement of reasonable expenses incurred while carrying out authorized Association business, provided such expenses have been approved in accordance with Association policy.

ARTICLE 7 – BOARD MEETINGS

7.1 Meetings

The Board shall meet as required and normally at least once per month during the hockey season.

7.2 Quorum

A quorum for Board meetings shall consist of seven (7) Directors.

7.3 Voting

Each Director shall have one vote.

Motions shall pass by simple majority.

The President shall vote only to break a tie.

7.4 Electronic Meetings

Meetings may be held electronically, and Directors participating electronically shall be deemed present.

ARTICLE 8 – DUTIES AND POWERS OF THE BOARD

The Board shall:

a) Conduct the business of the Association.

b) Establish policies and procedures.

c) Approve annual budgets.

d) Review monthly financial reports.

e) Approve capital expenditures exceeding $5,000.

f) Establish registration fees.

g) Appoint committees and coordinators.

h) Oversee coach selection processes.

i) Address concerns brought forward by members.

j) Fill vacancies as required.

k) Ensure compliance with Hockey Nova Scotia and Hockey Canada regulations.

l) Maintain the books and records of the Association and ensure they are available for inspection by members in accordance with these By-Laws and the Nova Scotia Societies Act.

m) Ensure the annual financial review or audit is completed and presented to the membership.

n) Perform such other duties as may be required under these By-Laws, the Nova Scotia Societies Act, Hockey Nova Scotia, and Hockey Canada.

ARTICLE 9 – COMMITTEES

The Board may establish standing or special committees as required.

Committees may include:

- Coaching Committee
- Tournament Committee
- Discipline Committee
- Risk Management Committee
- Finance Committee
- Division Coordinators

Committee members shall report to the Board.

ARTICLE 10 – FINANCES

10.1 Fiscal Year

The fiscal year shall end on April 30.

10.2 Banking

All Association funds shall be deposited in financial institutions approved by the Board.

10.3 Signing Authority

Any two of the following shall sign financial instruments:

- President
- Vice-President

- Treasurer

10.4 Audit or Financial Review

The financial records of the Association shall be reviewed annually by an independent qualified accountant or reviewer appointed by the membership at the Annual General Meeting, or as otherwise required by the Nova Scotia Societies Act.

10.5 Borrowing

The Association shall not borrow funds without approval of the Board.

10.6 Inspection of Books and Records

The books and records of the Association shall be kept at the registered office of the Association or at another location approved by the Board of Directors.

The books and records shall be available for inspection by any member in good standing upon providing reasonable written notice to the Secretary. Inspection shall take place at a mutually agreed upon reasonable time and place during normal business hours, subject to any privacy obligations or restrictions imposed by law.

ARTICLE 11 – DISCIPLINE

Members shall comply with:

- Hockey Canada policies
- Hockey Nova Scotia regulations
- Association By-Laws
- Association policies and codes of conduct

The Board may impose sanctions including warnings, suspensions, restrictions, or termination of membership.

Prior to discipline, a member shall be provided:

a) Written notice.

b) An opportunity to respond.

c) Written reasons for any decision.

ARTICLE 12 – CONFLICT OF INTEREST

Directors, Officers, and Committee Members shall disclose any actual or perceived conflict of interest.

Individuals with a conflict shall not participate in discussion or voting on the matter.

All conflicts shall be recorded in the minutes.

ARTICLE 13 – INDEMNIFICATION

The Association shall indemnify Directors, Officers, Committee Members, and volunteers acting in good faith on behalf of the Association against liabilities arising from their duties except in cases of fraud, bad faith, or willful misconduct.

ARTICLE 14 – AMENDMENTS

These By-Laws may be amended by a two-thirds (2/3) vote of members present and voting at an Annual General Meeting or Special General Meeting, provided written notice of the proposed amendment has been provided to the membership at least seven (7) days prior to the meeting.

No By-Law or amendment to these By-Laws shall take effect until approved by the Registrar of Joint Stock Companies in accordance with the Nova Scotia Societies Act.

ARTICLE 15 – DISSOLUTION

Upon dissolution of the Association, all remaining assets, after payment of liabilities, shall be transferred to one or more non-profit organizations in Nova Scotia with purposes similar to those of the Association.

No assets shall be distributed to members.

ARTICLE 16 – PARLIAMENTARY AUTHORITY

Meetings shall be conducted in accordance with the current edition of Robert's Rules of Order except where inconsistent with these By-Laws or the Nova Scotia Societies Act.