UNITY MINOR HOCKEY ASSOCIATION

(UMHA)

BYLAWS

Constitution and Bylaws relating generally to the conduct of the affairs of the Unity Minor Hockey Association

Enacted under The Non-Profit Corporations Act, 1995 (Saskatchewan)

Finalized June 23, 2026

Preamble and Enactment

The Constitution and Bylaws relating generally to the conduct of the affairs of the Unity Minor Hockey Association.

IT IS HEREBY ENACTED as a Bylaw of the “Unity Minor Hockey Association” (the “Corporation”) as follows.

These Bylaws govern the corporate affairs and governance of the Corporation. Operational rules, procedures and standards are set out in the **UMHA Policy Guide**, which is adopted, amended and maintained by the Board under Bylaw 16. Where these Bylaws are silent on an operational matter, the Policy Guide governs. The UMHA Bylaws operate in conjunction with all constitution articles, bylaws, policies, regulations and guidelines of Hockey Canada, Hockey Saskatchewan.

BYLAW 1: NAME

This organization shall be known as the "Unity Minor Hockey Association" (called the "Corporation" or "UMHA").

BYLAW 2: DEFINITIONS

In this Bylaw and all other Bylaws of the Corporation, unless specifically defined herein or the context otherwise specifies or requires, all terms which are defined in the Act shall have the meaning given to such term in the Act, and in particular:

- **"Act"** means The Non-Profit Corporations Act 1995, S.S. 1995 c. N-4.2, as from time to time amended, and every statute that may be substituted therefore and, in the case of such amendment or substitution, any reference in the Bylaws shall be read as referring to the amended or substituted provisions thereof;
- **"Articles"** means the articles of the Corporation from time to time in force and effect;
- **"Association" or "UMHA"** means the Unity Minor Hockey Association;
- **"Board"** means the board of directors of the Corporation, comprised of the elected and appointed Directors set out in Bylaw 6;
- **"Bylaws"** means all Bylaws of the Corporation from time to time in force and effect;
- **"Executive" or "Executive Committee"** means the senior officers of the Board as constituted in Bylaw 7;
- **"AGM"** means the Annual General Meeting of the Corporation;
- **"Member"** means a member of the Corporation as defined in Bylaw 4;
- **"Member in good standing"** means a Member who has paid all current fees and who has no outstanding fines, suspensions or disciplinary actions against them;
- **"Officers"** means those persons from time to time appointed or elected by the Board as officers of the Corporation;
- **"Policy Guide" or "Policy Manual"** means the UMHA Policy Guide adopted and maintained by the Board under Bylaw 16;
- **"Registration Year"** means the hockey registration year in accordance with Hockey Saskatchewan regulations;
- **"SHA"** means Hockey Saskatchewan.

BYLAW 3: OBJECTIVES

The objectives of the Corporation shall be:

- To promote, govern, foster, improve and perpetuate organized minor hockey within the territory of its control;

- To stress the values, appreciation and skills involved in the game of hockey and to maintain and increase interest in the game;
- To exercise general care, supervision and direction over the playing and development interests of players, coaches, managers, officials and teams, with emphasis on the development of good character, citizenship and sportsmanship, and to promote fair and equitable competition;
- To ensure the enjoyment of the game by all participants while promoting competition, and to develop as many teams at each level as is practical;
- To operate the Corporation according to the guidelines of Hockey Saskatchewan and Hockey Canada; and
- To ensure all Members, coaches and managers are familiar with, and promote, the content and philosophies of the UMHA Bylaws and Policy Guide.

BYLAW 4: MEMBERSHIP

Part 1 – Classes of Membership

The Corporation is the governing body of minor hockey in Unity, Saskatchewan, and governs within the framework of Hockey Saskatchewan and, by virtue of that affiliation, Hockey Canada. The Corporation has direct jurisdiction to register and govern all age groups of minor hockey in the Town of Unity from U5 through U18. Membership in the Corporation consists of the following classes:

- **Players and their Parents/Guardians.** The parent or guardian of any player or official under 18 years of age registered with UMHA is a Member. Each registered family is entitled to one (1) vote per family on all voting matters at meetings of the Members. Players under 18 do not have the right to be elected as Directors.
- **Team Officials.** Coaches, assistant coaches, managers and trainers approved by the Board. Each Team Official who is a Member is entitled to one (1) vote, counted within the one-vote-per-family rule.
- **Board Members.** Each member of the Board is a Member and is entitled to one (1) vote at meetings of the Members.

Membership is open to all players not affiliated with any other association, subject to the Policy Guide (Policy OP-01 Registration).

Part 2 – Term of Membership

Membership in the Corporation commences on registration and payment of fees in full for the Registration Year and expires at the end of that Registration Year, except that membership on the Board continues until the Director's term of office expires as set out in Bylaw 6.

Part 3 – Termination of Membership

A person ceases to be a Member of the Corporation:

- By delivering a written resignation to the President of the Corporation;
- On their death; or
- At the discretion of the Board, upon notification for conduct deemed improper, unbecoming or likely to endanger the interest or reputation of the Corporation, or who wilfully commits a breach of the Bylaws of the Corporation.

BYLAW 5: EXECUTION OF CONTRACTS

- Contracts, documents or instruments in writing requiring execution by the Corporation shall be signed by any two (2) of the signing officers of the Corporation (the President, Vice-President and Treasurer), provided that no two signing officers shall be from the same household.
- Subject to that limitation, the Board is authorized to appoint from time to time, by resolution, any officer or person to sign contracts, documents or instruments in writing on behalf of the Corporation, either generally or in a specific case. All contracts, documents or instruments so signed shall be binding upon the Corporation without further authorization or formality.

BYLAW 6: BOARD OF DIRECTORS AND EXECUTIVE COMMITTEE

Part 1 – Composition of the Board

The governance of the business and affairs of the Corporation shall be carried out by the Board. The Board shall consist of the following Directors:

- President
- Vice-President
- Secretary
- Treasurer
- Member(s)-at-Large
- U5/U7 Coordinator
- U9 Coordinator
- U11 Coordinator
- U13 Coordinator
- U15 Coordinator
- U18 Coordinator
- Referee Coordinator
- Equipment Coordinator

The following representative responsibilities shall be undertaken by Board members or appointed by the Board: Female Representative, Player Development Representative, Ice Scheduler, Registrar, AA Representative, and Website Administrator. One Director may simultaneously hold two positions where deemed necessary by the Board.

Part 2 – The Executive Committee

The Executive Committee shall consist of the President, Vice-President, Secretary, Treasurer, one Junior Coordinator (U7, U9 or U11), one Senior Coordinator (U13, U15 or U18) and a Member-at-Large. The President is the chair of the Executive. The President or Vice-President and two (2) other members of the Executive constitute a quorum at any meeting of the Executive. The Executive may delegate to the Board such powers and duties as it may prescribe from time to time.

Part 3 – Powers and Duties of the Board

The Board shall have the power to administer all the affairs of the Corporation, to conduct its business and to authorize all expenditures, and without limiting the generality of the foregoing shall have power:

- to exercise complete governance over all players, coaches, assistant coaches, managers, officials, trainers and Team Officials registered within the Corporation;
- to establish a coach selection committee and to approve and govern the selection of all Team Officials for every team within the Corporation, in accordance with the Policy Guide;
- to register all teams and players, and to conduct skills camps and evaluations as it sees fit;
- to hear and rule on appeals, and to suspend or discipline any team, player, Team Official, member, parent/guardian or game official in accordance with Bylaw 11 and the Policy Guide;
- to fill any vacancy on the Board, and to determine all questions arising from situations not otherwise specifically provided for;
- to appoint committees as may be required to carry on the business of the Corporation;
- to adopt, amend and repeal the Policy Guide and all rules and regulations required for the administration of the Corporation, in accordance with Bylaw 16; and
- to remove from office, by a three-quarter (75%) vote, or a two-thirds (2/3) vote where required by these Bylaws, any Director who has been remiss or neglectful of duty or whose conduct impairs their usefulness as a Director. Any Director who misses three (3) consecutive meetings without just explanation to the President may also be subject to removal.

Part 4 – Duties of the Officers

President

- preside over all general, Board, special and annual meetings of UMHA;
- give notice of all meetings and ensure all concerned are notified, and that the dates of the Annual and General Meetings are adequately advertised;
- oversee the general business of the UMHA and act as an ex-officio member of all committees;
- act as a mediator in disputes and act on behalf of the UMHA when dealing with outside agencies, Hockey Saskatchewan, other leagues and the media;
- have joint signing authority on UMHA’s financial documents; and

- vote only in the event of a tie, for the purpose of breaking the tie, and otherwise refrain from making or seconding motions except to break a deadlock on a legal motion on the table.

Vice-President

- assume the duties of the President in their absence; act as the main contact for all UMHA coaches; serve on the Player Development Committee; organize the sponsorship committee and oversee annual sponsorship; have joint signing authority; and carry out all duties assigned by the Board.

Secretary

- keep an accurate record of the proceedings of all meetings of UMHA; manage internal and external correspondence; distribute notice and minutes of all meetings; and carry out all duties assigned by the Board.

Treasurer

- keep proper accounting records in compliance with the Act; keep an accurate record of all monies received and disbursed and report at each regular meeting; prepare an annual budget; delegate financial authority as approved by the Board; provide records for financial reviews and audits; administer registration collection and team 50/50 permits with the SLGA; and carry out all duties assigned by the Board.

Coordinators and Representatives

The detailed duties of Division Coordinators, the Referee Coordinator, Equipment Coordinator, Female Representative, Player Development Representative, Ice Scheduler, Registrar, AA Representative and Website Administrator are maintained in the Policy Guide (Policy GP-01 Governance), and may be updated by the Board without amendment of these Bylaws.

Part 5 – Nominations, Elections and Vacancies

- Elective Directors shall be elected at the AGM for a term of two (2) years on the following intervals: odd years — President, Treasurer and Member-at-Large; even years — Vice-President, Secretary and Referee Coordinator; annually — all Coordinators.
- To be elected as President, a candidate must have served on the Board for a minimum of two (2) years. If no current Board member wishes to assume the role, this requirement may be waived and a nomination may come from the membership.
- To qualify for nomination to any Board position, the candidate must be a Member in good standing with the Corporation and Hockey Saskatchewan. No person shall be elected to the Board in their absence, and any person may be elected to only a single position.
- Any position not filled at the AGM, or left vacant by resignation or disqualification, shall as soon as practicable be filled by a Member appointed by the Board (or elected by simple majority of the current Board), who shall hold that position for the remainder of the term.
- Any Director may be disqualified and removed from the Board by a two-thirds (2/3) majority vote of the Board for conduct or behaviour that has been or may be harmful to the Corporation or contrary to its stated vision or goals.

Board member expectations — including upholding the Bylaws, acting in the best interest of UMHA, applying fairness principles, supporting Board decisions, participating in committees, and attending a minimum of seventy percent (70%) of scheduled and unplanned meetings — are set out in the Board Code of Conduct (Policy GP-02).

BYLAW 7: MEETINGS OF THE MEMBERS OF THE ASSOCIATION

- Meetings of the Members of the Corporation shall be held in the Town of Unity, in the Province of Saskatchewan, or by electronic means, as the Board may from time to time determine.
- The AGM of the Corporation shall be held on a date directed by the Board and before the end of the membership year. The Board may call general or special meetings of the Members whenever deemed necessary.
- A quorum for all meetings of the Members shall consist of ten (10) or more Members of the Corporation.
- A Member in good standing is entitled to vote on all motions at meetings of the Members. All such votes are counted as one (1) vote per family. There shall be no voting by proxy.
- Every motion shall be decided by a majority of the votes cast, except where these Bylaws require otherwise. Votes shall be by show of hands unless a Member moves for a secret ballot. The chair votes only to break a tie.
- Any Member present at the AGM may nominate candidates for open Board positions; the nominee must accept the nomination before it is recorded.

BYLAW 8: MEETINGS OF THE BOARD AND EXECUTIVE

- The Board shall meet at least once per month during the hockey season, for communication and general coordination of the activities of the Corporation. The President may call a meeting of the Board at any time.
- The Board shall meet as often as its duties require, at any place suiting its convenience. The President may call a meeting of the Board at any time, and the minutes of the Board shall be presented at the next Board meeting.
- Every motion at a meeting of the Board shall be decided by a majority of the votes cast. Voting by proxy is not permitted.
- Meetings of the Board may be held, and Directors may participate, by electronic means in accordance with Policy GP-04 (Meeting Procedures) and GP-05 (Electronic Voting).

BYLAW 9: COMMITTEES

- The Executive may appoint committees to assist any position on the Board, and committees shall be formed as needed to address both one-time and ongoing matters.

- The Board shall appoint members from the Board or the membership to all committees and shall determine the number of members on each committee.
- All committees shall have at least one (1) Board member, who shall report on committee activities to the Board.

BYLAW 10: PROTECTION OF DIRECTORS AND OFFICERS

- No Director or Officer of UMHA shall be liable for the acts, omissions, neglect or default of any other Director, Officer or employee, or for any loss, damage or expense incurred by the UMHA, unless the same results from their own wilful neglect or default.
- Every Director and Officer of UMHA, and their heirs and estate, shall be indemnified and saved harmless by UMHA from and against all costs, charges and expenses reasonably incurred in connection with the affairs of UMHA, to the fullest extent permitted by the Act, except where such costs arise from their own wilful neglect or default.
- UMHA may purchase and maintain insurance for the benefit of its Directors, Officers and volunteers as the Board considers appropriate, consistent with Hockey Canada and Hockey Saskatchewan insurance programs.

BYLAW 11: DISCIPLINE, COMPLAINTS AND APPEALS

- The Board (and, where delegated, the Executive or a Discipline Committee) shall have the power to suspend or discipline any coach, manager, player, trainer, referee, parent/guardian or other person connected with any member team, in accordance with the Policy Guide.
- Complaints, suspensions and the conduct of the Discipline Committee shall be administered in accordance with Policy RM-01 (Discipline), and all rulings of the Discipline Committee shall be final and binding.
- Any player, coach, assistant coach, manager, trainer, parent, spectator or team within UMHA shall have the right to appeal a suspension, in addition to or above any Hockey Saskatchewan ruling, in accordance with Policy RM-02 (Appeals). All appeals and evidence shall be submitted to the Board in accordance with Hockey Saskatchewan and may require a protest fee.
- Signing of player releases from UMHA may only be authorized by the President, with the approval of the Board.

BYLAW 12: FINANCIAL REVIEW AND APPOINTMENT OF AUDITOR

- A general financial review or audit of UMHA shall be completed annually, and a detailed audit shall be completed at an appropriate frequency as determined by the Board.
- The Members may, at the AGM, appoint an auditor or independent reviewer to hold office until the next AGM, on such terms as the Board recommends. The Treasurer shall prepare the information for, and act as liaison to, the auditor or reviewer.

- All minor hockey divisions and provincial teams are expected to be fiscally responsible and to operate in accordance with the Financial Policies (FP-01 to FP-05) of the Policy Guide.

BYLAW 13: NOTICES

- Any notice required to be given to a Member, Director or Officer under these Bylaws may be given by personal delivery, mail, electronic mail or by posting on the official UMHA website or communication platform, to the address or contact information on record with UMHA.
- A notice so given is deemed to have been received on the day of personal or electronic delivery, or on the fifth (5th) day after mailing. The accidental omission to give notice, or the non-receipt of a notice, does not invalidate any action taken at a meeting.

BYLAW 14: WRITTEN RESOLUTIONS

A resolution in writing, signed (including by electronic means) by all of the Directors entitled to vote on that resolution at a meeting of the Board or Executive, is as valid as if it had been passed at a duly called and constituted meeting. Electronic votes shall be conducted in accordance with Policy GP-05.

BYLAW 15: AMENDMENT OF BYLAWS

These Bylaws may be amended as follows:

- Amendments shall be made only at the AGM;
- Written notice of motion for an amendment must be given to the Board not later than fifteen (15) days prior to the AGM;
- The Board shall advertise notice of the proposed amendments on the UMHA website for two (2) consecutive weeks prior to the AGM; and
- At the AGM, a two-thirds (2/3) majority of the Members present is required to carry the motion.

In accordance with the Act, the Board may make, amend or repeal a Bylaw between AGMs, provided the change is submitted to the Members for confirmation at the next meeting of the Members.

BYLAW 16: AMENDMENT OF THE UMHA POLICY GUIDE

- UMHA shall maintain a Policy Guide (Policy Manual) that sets out the operational rules, procedures and standards of UMHA, organized into Governance (GP), Financial (FP), Operational (OP), Risk Management (RM) and Communications (COM) policies.
- The Policy Guide may be adopted, amended or repealed by a majority vote of the Board at any duly constituted meeting, without amendment of these Bylaws, provided the change is consistent with these Bylaws, the Act, and the rules of Hockey Saskatchewan and Hockey Canada.

- Where any provision of the Policy Guide conflicts with these Bylaws, these Bylaws prevail. The current Policy Guide shall be published on the UMHA's website and made available to Members on request.

BYLAW 17: FISCAL YEAR

The fiscal year of UMHA shall end on May 31 in each year, or on such other date as the Board may by resolution determine.

BYLAW 18: FINANCES

- The funds of UMHA shall be applied solely toward the promotion of its objectives. No part of the income or property of the UMHA shall be paid or distributed to its Members, except as reasonable compensation for services or reimbursement of approved expenses.
- Signing officers for the UMHA shall be the Treasurer, the President and the Vice-President. All cheques and financial instruments require the signature of two (2) signing officers, and at no time shall the two signing officers be from the same household.
- Detailed financial controls, budgeting, registration fees, signing authority, sponsorship and fundraising are governed by the Financial Policies (FP-01 to FP-05) of the Policy Guide.

BYLAW 19: BORROWING

The Board may, when authorized by a resolution passed by the Members, borrow money upon the credit of UMHA, and may charge, mortgage, hypothecate or pledge any of the property of the UMHA to secure any sum borrowed, to the extent permitted by the Act.

BYLAW 20: DISSOLUTION

In the event that the UMHA is dissolved by a two-thirds (2/3) majority vote of the Members present at an AGM, the Board shall prepare a plan for distributing all funds and assets among deserving sports organizations within the Unity area. The plan shall be presented, amended as required and ratified at a final membership meeting called for that purpose, whereupon the Board shall resign and cease to represent and act for UMHA. No assets shall be distributed to any Member.

BYLAW 21: CONSISTENCY

Where the provisions of the UMHA Bylaws, Policy Guide and/or regulations are inconsistent with the constitution, bylaws and regulations of Hockey Canada or Hockey Saskatchewan, the latter shall prevail.