



How the Eston Minor Hockey Association Will Operate

The **Eston Minor Hockey Association (EMHA)** will operate as a member-led, self-governing organization responsible for organizing and overseeing the day-to-day operation of minor hockey in Eston. It will work in partnership with the Eston & District Recreation Committee, the Town of Eston, the R.M. of Snipe Lake No. 259, the Recreation Director, Hockey Saskatchewan, Hockey Canada, and applicable hockey leagues.

This document provides a plain-language summary of the Eston Minor Hockey Association Constitution, including its policies, procedures, and regulations. For complete details and official wording, please refer to the full Constitution.

Governance and decision-making

EMHA will be governed by an elected Executive representing its members and the different areas of the hockey program. The voting Executive will include:

- President
- Vice-President
- Team Representatives
- Female Representative
- Officials Representative
- Past President or another member designated by the membership

The Secretary and Recreation Director will serve as appointed, non-voting members. Executive members must act in the best interests of the entire Association, apply principles of fairness, avoid conflicts of interest, support board decisions, and uphold the Constitution and operating policies.

Most Executive decisions will be made by majority vote. The President will normally vote only to break a tie. A quorum of **50% plus one** of the Executive is required for valid decisions, and members with a conflict of interest must declare it and abstain from voting.

Member accountability and participation

Membership will generally include adults involved in Eston minor hockey as parents, guardians, coaches, managers, trainers, officials, committee members, or Executive members.

Members in good financial standing will be able to:

- Attend General Meetings and Annual General Meetings.
- Vote on Association matters.
- Nominate and elect Executive members.
- Submit motions and proposed constitutional amendments.
- Participate in decisions affecting the hockey program.

A quorum of **15 members** will be required for General Meetings. Meetings will follow Robert's Rules of Order, and most questions will be decided by majority vote.

Meetings and elections

The Executive will normally meet monthly from August through April. Meetings will include reports from team representatives, the Recreation Director, the Female Representative, and the Officials Representative, along with reviews of current issues, unfinished business, and future planning.

EMHA will hold:

- A **Fall General Meeting** between August 15 and August 31, following registration.
- A **Spring Annual General Meeting** after the season and no later than April 30.

Executive elections will take place at the Spring AGM. The President, Vice-President, and Secretary will serve staggered two-year terms to maintain continuity, while Team Representatives will generally serve one-year terms.

Division of responsibilities

EMHA will oversee hockey governance, volunteer coordination, policies, team support, player development, complaints, discipline, team formation, officials, equipment, and communication.

The **Recreation Director** will continue to manage the administrative responsibilities assigned through the Town and Recreation Committee, including team registration, RAMP administration, league registration, facility scheduling, and maintaining the recreation calendar and assisting with Hockey Saskatchewan and Hockey Canada administration.

The **Eston & District Recreation Committee, Town and R.M.** will retain responsibility for:

- Facility ownership and operations.
- Recreation staffing and administration.
- Registration fees and refund policies.
- Association funding and budgets.
- Ice-use decisions and facility scheduling authority.
- Insurance and municipal responsibilities.

EMHA may provide recommendations regarding funding, equipment, jerseys, and program improvements, but final financial and facility decisions will remain with the Recreation Committee, Town and R.M.

Team representation and support

Team Representatives will connect individual teams with the EMHA Executive, Recreation Director, and leagues. They will bring forward team concerns, mentor coaches and managers, assist with administrative requirements, monitor team finances, coordinate equipment, and provide reports at Executive and General Meetings.

Each team will operate under clearly defined roles for:

- Head Coach and Assistant Coaches
- Team Manager
- Trainer or Safety Person
- Team Treasurer
- Tournament Coordinator
- Team Referee Coordinator

Coaches and team officials must meet Hockey Saskatchewan certification requirements, complete criminal record checks where required, follow the Rule of Two, and comply with EMHA and Hockey Saskatchewan conduct standards.

Financial transparency

Each team will maintain its own bank account with two signing authorities. Personal bank accounts may not be used for team funds.

Teams will submit monthly financial tracking information to their Team Representative and provide a year-end income and expense statement before the Spring AGM. Fundraising activities must follow EMHA and Recreation Committee policies, and additional fundraising outside the approved activities will require permission.

Player development and fair participation

EMHA will prioritize player development, retention, sportsmanship, leadership, and a positive experience for players of all ability levels.

Fair-play expectations will vary by age:

- **U7 and U9:** Equal playing opportunities.
- **U11:** Development-focused play, with players encouraged to experience different positions and game situations.

- **U13 and older:** Coaches may use discretion based on dedication, attendance, attitude, effort, conduct, and the interests of the entire team.

The Association will oversee team splitting, player affiliations, releases, provincial teams, carded hockey, and combined tournament teams. These decisions must follow Hockey Saskatchewan and league regulations while prioritizing local players and player development rather than a win-at-all-cost approach.

Complaints and conflict resolution

Members must observe a **24-hour cooling-off period** before raising most complaints. Coaching concerns must normally be brought first to the Team Manager rather than directly to the coach during a game, practice, or in the dressing room.

Unresolved complaints must be submitted in writing to the EMHA Secretary within seven days of the incident. The Executive will then meet and determine an appropriate response within 14 days.

The Association is intended to provide members with a safe, respectful, and judgment-free process for raising legitimate concerns.

Conduct, safety and discipline

All players, parents, coaches, managers, officials, volunteers, and Executive members must follow the EMHA Code of Conduct and the policies of Hockey Saskatchewan and Hockey Canada.

The Association will enforce standards relating to:

- Respectful conduct and sportsmanship.
- Safe Sport.
- Social media use.
- Dressing-room privacy.
- Alcohol and illicit drugs.
- Hazing.
- Photography and video.
- Fair play.
- Respect for officials.
- Player and volunteer safety.

Discipline may range from a written reprimand to suspension or expulsion. Serious cases may bypass the lower levels of discipline. A 75% Executive vote will generally be required for significant disciplinary action.

Transparency and continuous improvement

EMHA will maintain meeting minutes, policies, complaint records, financial reporting requirements, and documented decision-making procedures. It will also conduct post-season surveys, identify future program needs, and recommend improvements such as coaching education, player clinics, official development, equipment needs, and strategies to address player shortages.

Overall, the Association is designed to **share the workload, provide representation for hockey families, support volunteers, improve communication, create consistent policies, and make hockey decisions through a transparent and accountable member-led process.**