



TRANSCONA MINOR HOCKEY
ASSOCIATION INC.

CONSTITUTION

P.O. Box 62077
104 Regent Avenue West
Winnipeg, Manitoba
R2C 0C0

As Revised and Amended May 23, 2017

TRANSCONA MINOR HOCKEY ASSOCIATION

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TMHA CONSTITUTION ARTICLES

Where the provisions of this Constitution, are inconsistent with the Constitution of Hockey Winnipeg, Hockey Manitoba, and Hockey Canada; Hockey Winnipeg, Hockey Manitoba and Hockey Canada Constitutions shall prevail.

ARTICLE 1 - NAME:

This organization shall be known as the Transcona Minor Hockey Association Inc. (TMHA).

ARTICLE 2 - DEFINITIONS:

In this Constitution;

- a) "Association or TMHA - means the Transcona Minor Hockey Association
- b) "Transcona Area" - means the area made up of all those community centres in the community of Transcona.

ARTICLE 3 - REASON FOR EXISTENCE:

- a) Minor hockey is for the hockey player
- b) This Association exists to provide hockey at the competitive or recreational level desired by the Hockey Player provided the Hockey Player's skill level is equal to or greater than the skill level required by the division team he is trying out for. This Association will not attempt to force a Hockey Player to play at a level or tier above that which the Hockey Player desires to participate.

ARTICLE 4 - OBJECTIVES:

The Objectives of this Association are:

- a) To encourage and foster Minor Hockey in the Community of Transcona.
- b) To administer all Minor Hockey in the community of Transcona and to adjudicate any matter that may be in dispute.
- c) To participate in Hockey Winnipeg programs, to establish leagues in the various age groups within its jurisdiction, to conduct competitions and to decide the winners
- d) To register all TMHA teams under the jurisdiction of Hockey Winnipeg.

ARTICLE 5 - COMPOSITION OF THE ASSOCIATION:

The Association shall consist of:

- a) The Executive officers and Executive Directors
- b) The board members: Community Centres whose boundaries are within Transcona,
- c) Related leagues utilizing the same facilities and Community Centres within Transcona

ARTICLE 6 - REPRESENTATION AND VOTING AT SPECIAL, GENERAL AND EXECUTIVE MEETINGS:

- a) Each Executive member as set forth In Article 8 of this Constitution shall be entitled to attend and cast one (1) vote at all Special, Executive and General Meetings.
- b) Each member, as set forth in Article 8, who are members in good standing with the Association with all dues fully paid, shall be entitled to be represented by four (4) delegates at all Special, Executive and General meetings.
- c) It is the responsibility of each member to notify the Association Secretary before all meetings as to who will be the official representatives for their community centre or organization.

ARTICLE 7 - THE EXECUTIVE:

The Executive Officers will consist of the following Officers:

-President, Immediate Past President, Vice President, Treasurer, Secretary

-The “Executive Directors” will consist of the following Directors:

Registrar of “A” Hockey

Director of “A” Hockey

Director of “AA” Hockey

Team Officials Conduct Director

Officials Assigner

Ice Director

Referee-in-Chief

House League Director

Female Hockey Director

Communications/Fundraising Director

The “Board Members” will consist of the following “4 voting members each from each community centre:”,

East End Community Centre

Oxford Heights Community Centre

Park City West Community Centre

South Transcona Community Centre

As well as, one voting representative from the *Railer Express*

The Executive, except for the Immediate Past President, shall be elected at completion of a term of office for their position, as the term expires, at the Annual General Meeting (AGM) of the Association. Any office not filled by election at the Annual General Meeting shall be filled by appointment by the Executive Committee.

Any persons wishing to run for the position of President, Vice-President, Treasurer and Ice Director must have served for one full year on the previous executive at any position.

ARTICLE 8 - VOTING:

- a) Each member of the Executive (outlined in Article 7) shall be entitled to vote, except the President/Chairperson who shall preside as an ex-officio at all meetings of the association and the executive committee and will only vote in the event of a tie.
- b) Voting board members (4 delegates per centre) within the Association shall include the following community centres: *East End CC, South Transcona CC, Park City CC, Oxford Heights CC*, as well as one member of the *Railer Express*
- c) Transcona Residents: may vote for the election of officers and may be elected to office at the Annual General Meeting and must be 18 years or older to vote. The residents of Transcona shall have no further voting rights.
- d) Article 19 outlines the parameters of quorums and voting via email

ARTICLE 9 - TERM OF OFFICE:

The term of office for all positions is one full year, commencing and completing at the AGM, with the exception of:

- a) The President and Vice-President positions are a two-year term with the President up for election in odd number years and the Vice President up for election in even number years.
- b) The Treasurer and Ice Director positions are a two-year term with the Ice Director up for election in odd number years and the Treasurer up for election in even number years.

ARTICLE 10 - POWERS AND DUTIES OF THE EXECUTIVE:

During this term of office, the Executive shall have the power to administer all the affairs of the Association, to conduct its business and to authorize all expenditures and without limiting the generality of the foregoing its powers shall include:

- a) Any Executive member missing three (3) consecutive meetings without valid justification and/or not performing related duties to the satisfaction of the Executive and voting body will be suspended and the ruling of the next meeting will prevail.

- b) The filling of vacancies that may occur within the Executive membership.
- c) The registration of all teams and players.
- d) The conduct of all Competitions and Tournaments.
- e) The hearing and determination of protests.
- f) The disciplining and/or the suspension of any community centre, board member, parent, spectator, or player for such period of time as it deems advisable and the lifting of any suspension imposed by TMHA.
- g) The appointment of a Board of Directors, and Advisory Committee and other such committees as may be necessary for the proper administrations and appoint the chairman thereof
- h) The acceptance or rejection of entries from any community centre.
- i) The review of all By-Laws and Special Rules required for the administration of the Association.
- j) The executive of TMHA shall have the power to suspend any elected officer and or community club representative sitting on the TMHA board in accordance with the constitution of the Hockey Winnipeg and TMHA with a two-thirds majority.
- k) Any and all members sitting on the TMHA board shall conduct themselves in accordance to the principles on integrity, honesty, and respect. All participants shall respect all dealings and decisions within the TMHA board. Any violations of conduct, dealings and decisions within the TMHA board towards other members can and will be enforced thru Article 10 sub section j.

ARTICLE 11 - MEETINGS:

- a) The Annual General Meeting (AGM) of the Association shall be held at the call of the President and not later than May 31st of each year.
- b) Regular meetings of the Association shall be held during the second week of each month, pre-scheduled.
- c) Special meetings of the Association may be held at the call of the President and the President shall call such meetings at the request of the majority of the Executive.
- d) Notice of all meetings of the Association shall be given in writing to all members no later than seven (7) days prior to holding thereof.

ARTICLE 12 - ELECTIONS:

The following outlines how the elections are to be executed at the Annual General Meeting:

- a) Elections are to be held at the Annual General Meeting
- b) One month prior to the AGM, the President will appoint the Immediate Past President (or suitable representative) to form a nominating committee. The Immediate Past President (or suitable representative) will accept all interested persons' applications for positions and prepare the slate of directors to be presented at the AGM.
- c) Once the regular agenda of the AGM has been completed, the meeting chair is taken over by the Immediate Past President (or suitable representative) and two people are appointed to be the scrutiners who will distribute, collect and count ballots as needed.
- d) Immediately following the election, the new executive assumes all responsibility as set out in the TMHA Constitution, By-Laws and Operating Procedures documents.

ARTICLE 13 – ORDER OF BUSINESS

The following order of business shall be observed at all meetings of the Association:

- a) Calling the meeting to order
- b) Roll call of Delegates
- c) Adoption of minutes
- d) Business arising from minutes
- e) Treasurer's report and adoption thereof
- f) Correspondence
- g) Reports of Committees
- h) President's Report
- i) New and unfinished business
- j) Adjournment

ARTICLE 14 - BY-LAWS & SPECIAL RULES:

The By-Laws and Operational Procedures may be amended at an Executive, General or Special meeting of the Association. There must be 2/3rds of the voting members present for voting to commence and there needs to be fourteen days written notice prior to the meeting and the written notice must contain the description of the requested changes.

ARTICLE 15 - AMENDMENT OF THE CONSTITUTION:

The Constitution may be amended at the Annual General Meeting (AGM) of the Association or special meeting called by the TMHA Executive. There must be 2/3rds of

the voting members present for voting to commence and there needs to be fourteen days written notice prior to the meeting and the written notice must contain the description of the requested changes.

ARTICLE 16- FEES:

The annual administration fee for the Association is to be set at the annual budget meeting by the Executive. This fee has been established to offset administration costs.

ARTICLE 17- AA HOCKEY:

In June of 1999, Transcona Minor Hockey Association entered into a venture with St. Boniface Minor Hockey Association to combine resources at the AA level. This new organization will operate under the operational by-laws as accepted by the Presidents of both area Associations. Should the AA organization discontinue operations, the AA program for Transcona will emerge as developed and instituted by the Transcona Minor Hockey Association executive along with all guidelines and By-Laws related to AA hockey.

ARTICLE 18: WINNIPEG EAST FEMALE HOCKEY:

Transcona Minor Hockey Association is in a partnership with St. Boniface Minor Hockey Association to form Winnipeg East Female Hockey. This organization will operate under the operational by-laws as accepted by the Presidents of both Associations. Should the Winnipeg East Female Hockey organization discontinue operations, the Female Hockey program for Transcona will emerge as developed and instituted by the Transcona Minor Hockey Executive along with all guidelines and By-laws related to Female Hockey

ARTICLE 19: QUORUM:

The following is the required quorum for each meeting:

- a) The quorum for transaction of business at a regular meeting of the board shall consist of not less than 1/3 of the directors in office at the time
- b) The quorum for the transaction of business at a Special meeting shall be not less than 2/3 of the members of the association
- c) The quorum for the transaction of business at an Annual General Meeting shall be not less than 2/3 voting members
- d) Meetings shall be adjourned and no business conducted if there is no quorum within thirty minutes after the scheduled time of the meeting. In the case of an item on the agenda of a general meeting that is pressing and requires a quick decision, a motion can be made and an email vote may be held as long as enough voting members approve, the motion will be passed.

ARTICLE 20: FINANCES:

- a) The Association shall administer all funds and securities of the Association and present an Annual Financial Review or Statement at the Annual General Meeting
- b) All funds raised by or on behalf of, or under the auspices of the Association must have prior approval of the Association
- c) All funds and securities of the Association shall be deposited in the name of the Association with a recognized financial institution which shall be selected by the Association
- d) All financial documents and contracts shall carry a minimum of two signatures as approved by resolution of the Association
- e) No person shall incur an expense or commitment on behalf of the Association unless authorized by the Association or by the membership at an Annual General Meeting. The executive may grant approval of expenditures up to a limit of \$500 without prior approval of the association. These expenditures must then be presented to the Association at the next meeting.
- f) The Association is authorized to incur such expenses as necessary for the continued operation of the Association
- g) The books and records of the Association shall be open to inspection by the members at all times, upon reasonable notice to the Association
- h) The Association shall annually appoint an accountant(s) to review the accounts of the Association, whose report shall be presented to the members at the Annual General Meeting. The person(s) appointed auditor(s) shall not include a person who is a director of the Association. The accountant(s) are to be paid an amount decided on by the Association

ADOPTION OF THE CONSTITUTION

This constitution shall come into effect May 24, 2017

President

Secretary