
South Colchester Minor Hockey Association (SCMHA)
BYLAWS

Passed by the members on October 26, 2025

1. Name

The name of the association is South Colchester Minor Hockey Association.

2. Interpretation

In this Bylaw,

“ Association” “Society” or “SCMHA" occur in these Bylaws they shall mean South Colchester Minor Hockey Association.

“Registrar” occur in these Bylaws shall mean Registrar of Joint Stock Companies accounted under the Nova Scotia Companies Act.

"Board" occur in these Bylaws, they shall be mean the "Board of Directors of the South Colchester Minor Hockey Association ".

“Executive” occur in these Bylaws they shall be understood to mean the “Executive Committee of the South Colchester Minor Hockey Association”.

“Hockey Nova Scotia” is defined as the governing body for all amateur hockey in Nova Scotia. It is a member branch of Hockey Canada and oversees the development and regulation of hockey activities within the province. Hockey Nova Scotia represents approximately 20,000 players, coaches, officials, and volunteers

3. Objectives

The objectives of the association are:

- To foster, promote, govern and improve minor hockey in the South Colchester area ensuring accessibility and inclusivity.
- To foster among its members, supporters and teams fair play, sportsmanship and a general community spirit maintaining and promoting interest in the game of hockey
- To control and exercise general care, supervision and direction over all playing interests in the Society.
- To encourage participation in the Society by as many players as possible.
- To develop coaches, officials and volunteers to carry out the expressed goals of our members.
- To assume the assets of the unincorporated association "South Colchester Minor Hockey Association".
- To acquire by way of grant, gift, purchase, bequest, devise, or otherwise, real and personal property and to use and apply such property to the realization of the objects of the Society.
- To buy, own, hold, lease, mortgage, sell and convey such real and personal
- property as may be necessary or desirable in the carrying out of the objects of the Society.

Provided that nothing herein contained shall permit the Society to carry on any trade, industry or business and the Society's affairs shall be carried on without profit or gain to any

of the members and any surplus or accretions of the Society shall be used solely for the purposes of the Society and the promotion of its objects.

Provided, further, that if for any reason the operations of the Society are terminated or are wound up, or are dissolved and there remains, at that time, after satisfaction of all its debts and liabilities, any property whatsoever, the same shall be paid to some other charitable organization in Canada, having objects similar to those of the Society.

Provided, that the association shall adhere to the Bylaws, rules, and regulations of Hockey Nova Scotia. In the event of any conflict between the association's Bylaws and those of Hockey Nova Scotia, the bylaws of Hockey Nova Scotia shall prevail. All policies and procedures adopted by the association shall be consistent with the Bylaws, rules, and regulations of Hockey Nova Scotia.

Hockey Nova Scotia regulates minor hockey associations through a comprehensive set of rules and guidelines designed to ensure the safety, fairness, and development of young players. Hockey Nova Scotia has a detailed set of Bylaws, regulations, and policies that all minor hockey associations must follow. These documents cover everything from player registration to disciplinary actions.

4. Liability

The liability of the members is limited.

5. Registered office

The registered office of the association shall be: 55 Carter Road, Brookfield, NS B0N 1C0

The mailing address of the association shall be: P.O. Box 84, Brookfield, NS B0N1C0

6. The Seal

The Seal of the Society shall be in the custody of the secretary and may be affixed to any document upon resolution of the Board of Directors.

7. Membership

- **Eligibility:** To become members of the association individuals must be admitted to membership in accordance with these Bylaws.
- **Composition:** SCMHA shall be composed of Directors, Officers, and Members.
- **Registered Members:** Membership shall be open to parents and guardians of registered players at the annual registration upon completion of the SCMHA registration form and will be valid until the next annual registration. The activities of the Society are to be carried out

in the area known as South Colchester, Colchester County, Nova Scotia and may include as members persons approved by the Hockey Nova Scotia regardless of residence.

- **Volunteer Membership:** Membership shall be open to all registered coaches, managers, team officials, and on-ice officials and volunteers of the association can be members of the association by approval of the directors.
- **Termination:** Every member of the Society shall be entitled to attend any general meetings of the Association and to hold any office.
- **Voting:** All members shall be entitled to vote at any general, semi-annual or special meetings of the association but there shall be no proxy voting. Should a voting member attend a meeting as the representative of more than one player or in some other capacity the member shall be restricted to one vote. No member attending a meeting shall be entitled to more than one vote on any issue regardless of their status.
- **Transfer of Membership:** Membership in the Society shall not be transferable.
- **Termination of Membership:** Membership in the association shall cease upon the death of a member or if, by notice in writing to the association, they resign their membership, or if they ceases to qualify for membership in accordance with these Bylaws. Any member not in good standing will have their membership revoked for the period for which they are not in good standing. A member in good standing is defined as a member that is not delinquent in their fees, no open disciplinary actions or any other violation of our Bylaws and policies.
- **Membership list:** No formal admission to membership shall be required and the entry in the Register of members of the name and address of any individual shall constitute an admission to membership in the Society. Should a formal Register of Members not be maintained the player registration form appointing a representative and the minutes acknowledging the appointment to a position shall be sufficient to constitute membership.

8. Board of Directors:

- **Election:** Directors are elected at the Annual General Meeting by the Membership.
- **Composition:** The Board shall consist of a minimum of six (6) directors without a maximum. The Board will consist of the Executive Committee Members and Directors at Large.
- **Term:** Directors shall serve for a term of two (two) years.
- **Executive Committee Roles:** The Executive Committee shall include the President, Vice-President, Secretary, and Treasurer.
- **Responsibilities:** The Executive Committee and Director at Large duties shall be specified by the Board.
- **Service:** Directors and Officers shall serve without remuneration and shall not receive any profit or be paid for being Directors or Officers. However, Directors and Officers may receive reasonable remuneration for other services that they provide to the association as approved by the members.

9. Meetings

- **Annual General Meeting (AGM):** The AGM shall be held annually in April to review the association's activities, financial status, and elect new directors.
- **Semi-annual Meeting:** The Semi-annual Meeting shall be held annually in October to provide an update on the association's activities and financial status.
- **Special Meetings:** Special meetings may be called by the President or upon request by ten percent (10%) members.
- **Board Meetings:** SCMHA Board Meetings will be held as often as business of the society may require and no less than four (4) times a year during September through April.
- **Meeting location:** The time and place for meetings is to be determined by the President. Special circumstances may prevent meetings to be held in stated meeting months.
- **Meeting Notice:** The Board will determine the notice and method of Board meetings. Notice to members is required for the AGM, General Meetings, or Special Meetings. The notice must:
 - Specify the date, place, and time of the meeting,
 - Be available to the fourteen (14) days prior to a general or special meeting.
 - Be shared by electronic email notice shall be circulated to the members,
 - Include the full agenda of the meeting
 - Specify the nature of the business, such as:
 - the intention to propose a special resolution
 - any items to be voted upon and related background information
- **Meeting Records:** Minutes of all meetings shall be retained as ongoing records and kept electronically.

10. Quorum

- **Board Meetings:** Quorum is achieved at Board meeting with a majority of the directors or at least six members, whichever is lesser.
- **Membership Meetings:** Quorum is achieved at membership meetings with ten percent (10%) of members or eight (8) members, whichever is lesser.
- **Quorum Establishment:** If quorum is not established the meeting will be adjourned to a later date. Notice of the new meeting date must be given to all members, and the quorum requirements will apply again at the rescheduled meeting. In some cases, the meeting may proceed with a limited agenda that does not require a quorum, such as informational updates or discussions without any formal decisions or votes.

11. Borrowing Powers

The society is authorized to exercise all and every power to borrow money and to secure payment thereof which is conferred upon it by the Act. and Hockey Nova Scotia.

The Board shall not, on behalf of the association, authorize or approve borrowings in excess of a total of twenty thousand dollars \$20,000 in a single fiscal year without having first obtained formal approval from a meeting of the members by way of a special resolution.

12. Fiscal Year

The financial year of the association shall be the first day of April to the last day of March.

13. Power of Directors

The Board of Directors shall be responsible for the management of the activities of the Society except those activities which are expressly authorized by statute or these Bylaws to be exercised by the members in a general meeting. The Directors are hereby empowered with the necessary authority to legally carry out such duties and responsibilities.

The Board of Directors shall elect the executive members. If a vacancy occurs on the Board of Directors they can appoint a Member to fill the vacancy until the next Annual General Meeting.

The Directors may appoint a committee, individual volunteer or staff (ice manager, coach coordinator, rink liaison, development coordinator etc.) to delegate to those committees/individuals' responsibilities as desired.

Contracts, deeds, bills of exchange and other instruments and documents may be signed on behalf of the Society by any two of the President, Vice-President, Secretary, or Treasurer or as otherwise as prescribed by resolution of the Directors.

Policies, rules and regulations shall be created and amended by the Board they are to be in alignment with Hockey Nova Scotia will be created and available to all members.

14. Financial Reporting

- **Annual Financial Statements:** The society must prepare annual financial statements, including a balance sheet and a statement of income and expenditure.
- **Audit Requirements:** The members may choose to appoint an auditor to review the financial statements. However, the appointment of an auditor is not mandatory unless required by law or by a resolution passed at a general meeting.
- **Access to Records:** Members may request access to the meeting minutes and financial records of the association by written request to the Board the Treasure has the duty to supply them in a timely manner.
- **Annual Budget:** The Board of Directors approve an annual budget outlining expected revenues and expenditures for the upcoming year.

15. Ethical Conduct

All members, directors, volunteers and staff of the society shall adhere to all policies of SCMHA including the Confidentiality Policy and Conflict of Interest Policy, which promotes integrity, accountability, and transparency in all activities and decisions.

Members, directors, and officers shall comply with all applicable laws, regulations, and policies governing the society, and through Hockey Nova Scotia.

Violations shall be addressed by the Board of Directors, which may take appropriate disciplinary action, including removal from office or membership.

16. Repeal or amendment of Bylaws

The Society has power to repeal or amend any of these Bylaws by a special resolution, that is, with a 3/4 majority vote of voting members present at an annual meeting of which thirty days' notice has been duly given.