



Burnaby Minor Hockey Association Complaints, Discipline and Appeals Bylaws

- Proposed Amendments for Consideration at the 2026 AGM

The following proposed amendments update and clarify Part 14 – Complaints, Discipline & Appeals of the BMHA bylaws while maintaining the Association’s current governance model.

KEY CHANGES

1. Officer References

References to the President are updated to President or Vice-President Risk where appropriate in order to improve continuity, availability, and conflict management.

2. Executive Oversight / Operational Administration

Executive retains oversight but may delegate intake, review, informal resolution, investigations, and referrals.

3. Communication Timelines Clarified

Complainants will be advised promptly when complaints are received and under review.

4. Interim Suspension Clarified

Interim suspensions are temporary and precautionary measures, not final findings of misconduct.

5. Broader Discipline Options

Warnings, reprimands, apologies, education, restrictions, suspensions, or other corrective measures.

6. Appeals Safeguards

Persons involved in the original matter may not serve on the Appeals Committee.

The proposed amendments are not intended to materially change the Association’s existing governance authority, member appeal rights, or overall discipline structure.

GENERAL AMENDMENT – OFFICER REFERENCES

Throughout Part 14, references to the President are updated to include the Vice-President or designate where appropriate.

Rationale – improves continuity, availability, and operational flexibility within the complaints and discipline process.

AMENDMENT 1 – COMPLAINT INTAKE & ADMINISTRATION

Current Wording

Section 14.1 – Complaints

Given the competitive nature of the game of hockey ...

Any formal complaint against any Member, Team, Player, team official, referee or Director must be reported in writing to the President within seven (7) days from the date on which the complaint arose.

Proposed Revision

Section 14.1 – Complaints

Given the competitive nature of the game of hockey ...

Any formal complaint against any Member, Team, Player, team official, referee or Director must be reported in writing to the President or Vice-President Risk within seven (7) days from the date on which the complaint arose, or such other intake process as may be designated by the Executive.

Rationale - Improves operational administration and allows the Association to implement standardized complaint intake and review processes.

AMENDMENT 2 – RESPONSE & INVESTIGATION PROCESS

Current Wording

Section 14.2 – Person Entitled to Respond to a Complaint

Upon receipt of any complaint pursuant to section 14.1, the President, or designate appointed by the President, will, as soon as is reasonably practical, contact the Person who is the subject of the complaint (the “alleged offender”) to advise them of the complaint and to allow the alleged offender to respond to any issues raised in the complaint, either in writing or in person.

The President, or designate appointed by the President, may also undertake a further investigation of the circumstances of the complaint to obtain further information about the issues raised in the complaint.

Proposed Revision

Section 14.2 – Person Entitled to Respond to a Complaint

Upon receipt of any complaint pursuant to section 14.1, the President or Vice-President Risk, or designate appointed by either of them, will, as soon as is reasonably practical, contact the Person who is the subject of the complaint (the “alleged offender”) to advise them of the complaint and to allow the alleged offender to respond to any issues raised in the complaint, either in writing or in person..

The President or Vice-President Risk, or designate appointed by either of them, may also undertake a further investigation of the circumstances of the complaint to obtain further information about the issues raised in the complaint.

Rationale - Improves continuity, availability, and conflict management within complaint administration processes.

AMENDMENT 3 – EXECUTIVE REVIEW & OVERSIGHT

Current Wording

Section 14.4 – Review by Executive

The Executive will review all complaints and will determine, by Executive Resolution, whether a particular complaint should be dismissed, further reviewed, referred to the Discipline Committee or whether it should be brought before a General Meeting.

A decision in writing will be provided to the complainant within four (4) days of such determination by the Executive.

Proposed Revision

Section 14.4 – Review by Executive

The Executive may review any complaint brought forward under this Part and may determine whether a particular complaint should be dismissed, further reviewed, or referred to the Discipline Committee.

The Executive may delegate the intake, administration, review, informal resolution, investigation, and referral of complaints under this Part to the President, Vice-President Risk, or such designate or committee as the Executive may determine from time to time, provided that the Executive retains overall authority and oversight under these Bylaws.

A decision in writing will be provided to the complainant within four (4) days of such determination by the Executive.

Rationale - Clarifies governance oversight while allowing timely operational administration and improved communication processes.

AMENDMENT 4 – Interim Suspensions

Current Wording

Section 14.5 – Interim Suspension by President

The President will have the power to suspend any team, player, team official or Member who is subject of a complaint, or for unbecoming conduct on or off the ice, abusive language to any official, or for failure to comply with the Constitution, these Bylaws or the rules and regulations established by the Association. Interim suspensions up to a period of seven (7) days are unreviewable. The President shall notify the Discipline Committee of any suspension greater than seven (7) days without delay.

A Person who has been suspended by the President will not be eligible to participate in any games or conduct any official business of the Association during the period of suspension or, in the case of suspensions greater than seven (7) days, until the Discipline Committee has reviewed the suspension and made a determination.

Proposed Revision

Section 14.5 – Interim Suspension by President

The President will have the power to suspend any team, player, team official or Member who is subject of a complaint, or for unbecoming conduct on or off the ice, abusive language to any official, or for failure to comply with the Constitution, these Bylaws or the rules and regulations established by the Association.

An interim suspension may be imposed by the President where reasonably necessary to protect participant safety, welfare, property, orderly operations, or the integrity of a complaint review process.

An interim suspension is temporary and precautionary in nature and does not constitute a final determination of misconduct.

Unless earlier lifted by the President, an interim suspension may remain in effect for up to seven (7) days.

Any interim suspension exceeding seven (7) days shall be referred to the Discipline Committee for review and determination.

A Person who has been suspended by the President will not be eligible to participate in any games, team events, or conduct any official business of the Association during the period of suspension or, in the case of an interim suspension exceeding seven (7) days, until the Discipline Committee has reviewed the matter and made a determination.

Where misconduct is established through the process set out in this Part, the Discipline Committee may impose a disciplinary suspension or other disciplinary outcomes it considers appropriate.

Rationale - Clarifies the purpose, authority, and review process associated with interim suspensions.

AMENDMENT 5 – DISCIPLINE COMMITTEE

Current Wording

Section 14.6 – Discipline Committee

The Association will establish and maintain a Discipline Committee as a standing committee of the Association. The Discipline Committee will consist of Persons appointed by the Executive from time-to-time and will be governed by the terms of reference and such discipline policies and procedures as are established by the Association.

The duties of the Discipline Committee are to review and determine all matters referred to the committee by the President or the Executive, including any interim suspensions ordered by the President under section 14.5.

Proposed Revision

Section 14.6 – Discipline Committee

The Association will establish and maintain a Discipline Committee as a standing committee of the Association. The Discipline Committee will consist of Persons appointed by the Executive from time-to-time and will be governed by the terms of reference and such discipline policies and procedures as are established by the Association.

The duties of the Discipline Committee are to review and determine all matters referred to the committee by the President, Vice-President Risk or the Executive, including any interim suspensions ordered by the President under section 14.5.

The Discipline Committee may conduct such investigation or hearing process as it considers appropriate and fair in the circumstances and determine whether misconduct occurred and what corrective action, if any, is appropriate.

Rationale – clarifies the role and authority of the Discipline Committee

AMENDMENT 6 – REVIEW BY DISCIPLINE COMMITTEE

Current Wording

Section 14.7 – Review by the Discipline Committee

After being notified by either the President or the Executive, the Discipline Committee will ...

In determining a complaint or reviewing an interim suspension of greater than seven (7) days, the Discipline Committee may, in its discretion, impose such disciplinary action as is determined to be appropriate in the circumstances, including but not limited to a further period of suspension. Following its review, the Discipline Committee will communicate its determination to all relevant parties in writing within forty-eight (48) hours of the decision.

Proposed Revision

Section 14.7 – Review by the Discipline Committee

After being notified by either the President, Vice-President Risk, or the Executive, the Discipline Committee will ...

In determining a complaint or reviewing an interim suspension of greater than seven (7) days, the Discipline Committee may, in its discretion, impose such disciplinary action as is determined to be appropriate in the circumstances, including but not limited to a further period of suspension. Following its review, the Discipline Committee will communicate its determination to all relevant parties in writing within forty-eight (48) hours of the decision.

Without limiting the foregoing, disciplinary outcomes may include warning, reprimand, apology, educational requirements, behavioural conditions, removal from a volunteer or team role, restrictions on attendance or participation, suspension, or other reasonable corrective measures.

Rationale - provides clearer and more flexible disciplinary tools.

AMENDMENT 7 – APPEALS COMMITTEE

Current Wording

14.8 Appeals Committee

The Association will establish and maintain an Appeals Committee ...

Proposed Revision

14.8 Appeals Committee

The Association will establish and maintain an Appeals Committee ...

No person involved in the original matter shall serve on the Appeals Committee for that matter.

Rationale - improves neutrality, fairness, and procedural integrity within the appeals process.

PROPOSED SPECIAL RESOLUTION

BE IT RESOLVED AS A SPECIAL RESOLUTION THAT:

The Members of Burnaby Minor Hockey Association approve the proposed amendments to Part 14 of the BMHA Bylaws (Complaints, Discipline & Appeals) as circulated with the Notice of Annual General Meeting and accompanying Complaints, Discipline & Appeals Bylaw Amendments Package, effective immediately following the conclusion of the 2026 Annual General Meeting.