



# INFORMATION BULLETIN

**Bulletin No: 14/06**

Date: September 3, 2014  
To: Minor Hockey Associations  
From: Kevin Macrae  
Senior Manager, Hockey Operations

**SUBJECT: Clarification - Minor Hockey Association Boundary Changes**

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Each Member Minor Hockey Association (MHA), as a condition of membership, is required to have boundaries that have been mutually agreed upon between themselves and neighbouring MHA's. As per the Hockey Alberta Minor Hockey (Section A) Regulations, a "Boundary" is defined as:

1.3 (c) "Boundary" shall mean that line, mutually agreed upon and/or recognized by Hockey Alberta, that separates one member association from another and defines that area from which each member association may register participants as "Resident" Players.

As a result of a Hockey Alberta Board initiative, the original boundaries were put in place, for the entire Province, during the 1999-2000 hockey season. Since that time it has been the responsibility of each member MHA to ensure their boundaries are valid by keeping a signed agreement with neighbouring MHA's. The MHA's have the ability to re-negotiate their boundaries at any time, provided the changes are mutually agreed upon and the valid signed documentation is submitted to Hockey Alberta upon completion of a change.

Enclosed with this Information Bulletin are two additional documents; a Minor Hockey Association Boundary Agreement form and Hockey Alberta's Policy on boundary disputes (HP4 – Boundary Resolution).

In the event of two (or more) MHA's re-negotiating their boundaries, the Minor Hockey Boundary Agreement should be used. The written detail of the MHA's North, South, East and West boundaries are to be recorded on this agreement and the MHA President of all affected associations is required to sign this form. Upon the completion of this agreement the form shall be filed with the respective Zone Minor Regulation Coordinator(s).

In the event that two (or more) MHA's are unable to reach an agreement on a potential boundary change, the Boundary Resolution Policy can be accessed. This Policy outlines the process to be used in requesting Boundary Resolution as well as the process that Hockey Alberta will partake in while facilitating an agreement.

Should you have any questions regarding this Information Bulletin please feel free to contact the Hockey Alberta office.

Sincerely,

A handwritten signature in black ink that reads "K. Macrae".

Kevin Macrae  
Senior Manager, Hockey Operations  
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# HOCKEY ALBERTA BOUNDARY PROJECT

## MINOR HOCKEY ASSOCIATION BOUNDARY AGREEMENT

**LMHA NAME – TBD**

*North Boundary*

*East Boundary*

*South Boundary*

*West Boundary*

### BORDERING LMHA'S

LMHA NAME	PRESIDENT NAME	PRESIDENT SIGNATURE	DATE



## Hockey Alberta Policy and Procedure Manual

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**POLICY:**                   **PROCEDURE TO RESOLVE EXISTING BOUNDARY DISPUTES  
(Between Local Minor Hockey Associations)**

**DATE ISSUED:**       **April 24, 2010**

**UPDATED:**           **April 27, 2013**

**SECTION:**           **Governance**

**NUMBER:**           **HP4**

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### 1.0 PREAMBLE

This process is available to Local Minor Hockey Associations to assist them in resolving disputes involving existing boundaries. This process can take place in either of the following ways:

- A. When the LMHA's involved have tried to resolve their boundary issue (s) together and have come to an impasse and cannot agree upon a settlement,
- B. When one of the LMHA's is not willing to participate.
  - (i) Then the LMHA wanting to resolve the issue can request in writing that the Zone Minor Regulation Coordinator(s) become involved. The Zone Minor Regulation Coordinator(s) after reviewing the situation and if satisfied there is no other recourse may request in writing to the Executive Director of Hockey Alberta to have the process as outlined initiated.

### 2.0 PURPOSE

A voluntary, confidential process to help the LMHA's to bring their dispute to an amicable settlement.

Allows the LMHA's better input / control of the dispute.

Allows the LMHA's to be creative in their discussion / settlement.

Gives the LMHA's certainty as to the outcome of their dispute compared to the uncertainty associated with a decision imposed by an independent party.

### 3.0 NEUTRAL PARTY

The Executive Director of Hockey Alberta will appoint a neutral party to help solve the dispute by bringing a fresh perspective along with problem solving and communication skills. This neutral party can identify common ground, help generate options and deal with deadlock emotions that can often be a barrier to constructive dialogue or a settlement.

The cost of the neutral party to attend meetings / conference calls as required / requested will be the responsibility of the LMHA's involved. No cost will be incurred by Hockey Alberta to complete any disputes between LMHA's

#### 4.0 PROCESS

Either one or both LMHA's involved must request in writing through their respective Zone Minor Regulation Coordinator for this process to take place.

The Zone Minor Regulation Coordinator shall request in writing to the Executive Director of Hockey Alberta that the process be initiated.

By acceptance of this process the LMHA's agree to complete the process as outlined.

This process must be completed by December 15, in order for the Board of Directors to approve any changes, for subsequent implementation to take place the next Hockey Season.

The Executive Director of Hockey Alberta will appoint a neutral party.

Each LMHA will provide written documentation supporting their concerns / positions and or issues to the Hockey Alberta appointed neutral party.

After reviewing the documentation, the Hockey Alberta neutral party would determine if an in person meeting is required or further communication is required between the opposing LMHA's.

If an in person meeting is required / requested then the Hockey Alberta neutral party would determine the location.

A conference call may be used in lieu of an in-person meeting if agreed to by all parties.

The Hockey Alberta appointed neutral party will hear the LMHA's concerns / position and/or issues and will endeavor to have the LMHA's come to a resolution.

Should a resolution to the dispute, be agreed to by all parties, then the resolved boundary issues are binding for a period of 5 years. Should the LMHA's not agree after the meeting with the Hockey Alberta appointed neutral party, the following will take place:

- (i) The dispute between the LMHA's will then be sent to the office of Hockey Alberta.
- (ii) Hockey Alberta will review the dispute and give a written decision to both LMHA's involved in the dispute.
- (iii) Should either LMHA decide to appeal the written decision of Hockey Alberta, it will be handled as outlined in Appendix VII – Appeals and take the normal appeal process outlined in the Hockey Alberta Bylaws and Regulations.

- (iv) Appeals to any of the decisions made through this process must be completed within the current playing season.
- (v) Decisions made through this process are binding for a period of 5 years as per the direction of the Hockey Alberta Board of Directors.

#### GUIDELINES FOR MINOR REGULATION COORDINATORS

It is reasonable to assume that the Zone Minor Regulation Coordinator(s) would have knowledge of the issues between LMHA's within their respective Zone. It is further understood that the Zone Minor Regulation Coordinator(s) should be assisting the Associations in finding a resolve of their issues regarding boundaries.

The Zone Minor Regulation Coordinator(s) is responsible to ensure that all parties understand the importance of this initial process as outlined.

The Zone Minor Regulation Coordinator(s) should ensure that the following guidelines are considered when conferring with the LMHA's on their respective positions.

- Knowledge, of the existing boundaries and history of same.
- Written reason(s) for the suggested amendment to the boundary(s)
- Written reason(s) for not accepting the suggested amendment to the boundary(s)
- Documentation, supporting the rational for change and / or non-acceptance of the proposal.
  - May include but not limited to:
    - Registration projections
    - Letters from parents affected
    - Maps outlining residences
    - Municiple / County projections
    - Annexation proposals
    - School locations
    - Accessability to existing arena's
    - League play
    - Availaility of Ice
    - Other LMHA's that are affected

If, after discussions and meetings with the LMHA's the Zone Minor Regulation Coordinator(s) may suggest the boundary resolve process be adopted.