

Cumberland County Minor Hockey Association – Policy Manual

CATEGORY: Administration	LAST REVIEW: 2025
POLICY NUMBER: 1.3	DATE APPROVED: May 29, 2025
TITLE: Guidelines for Policy Decisions	
PURPOSE: To ensure that policies and guidelines are applied in a consistent, transparent and fair manner.	
RELATED GUIDELINES:	

1. INTRODUCTION

The Cumberland County Minor Hockey Association (CCMHA) Board has completed a comprehensive suite of policies and is committed to their application in a consistent, transparent and fair manner. However, it is not possible to anticipate every situation or to formulate a policy direction that will address every possible circumstance. Accordingly, the CCMHA Board is often called upon to address situations which are not clearly addressed in the policy statements or are exceptions to existing policy direction.

The following statement is intended to:

- Reinforce our values;
- Highlight the principles which will guide the Board;
- Identify some key considerations when formulating a CCMHA decision, and
- Clarify the process for guidance and direction from Hockey Nova Scotia and Hockey Canada

2. MISSION STATEMENT

Cumberland County Minor Hockey Association exists to provide a positive learning and maturing experience for young athletes in a minor hockey setting. In structuring these experiences, Cumberland Minor Hockey must lead by example, recognizing that these experiences may have a profound effect on the future attitudes, moral development and community involvement of these young people.

The intent of Cumberland County Minor Hockey is to provide an opportunity for all skill levels to participate in a well-organized and structured hockey program. The qualities of sportsmanship and good citizenship will be promoted and the welfare, education and social development of the participants shall be the paramount objective.

3. VALUES

Cumberland County Minor Hockey Association shall value the game of hockey and strive to operate under a set of By-laws, Rules and Policies to ensure a fair, equitable, ethical and enjoyable hockey program for players, coaches and parents at all levels.

All members of CCMHA shall value and respect the volunteers and staff within CCMHA, Hockey Nova Scotia and Hockey Canada, as well as on and off ice officials.

As member of the Association, we value:

- Excellence: high standards in all areas of our organization.
- Integrity: consistent application of our policies and procedures in a fair and transparent manner.
- Trust: a belief that all persons are acting in good faith.
- Respect: for the game and for all participants including players, officials, parents, coaches and volunteers.

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- Accountability: responsible to the needs of our members.
- Stewardship: maintaining the vision, mission and values of the Association.

4. GUIDING PRINCIPLES

The Association is a volunteer operated non-profit organization formed to organize and administer a hockey program on behalf of the community within Cumberland County. A Board of Directors is formed from the general membership to carry out this mandate.

CCMHA encompasses the area of Amherst, Springhill, Oxford and the Municipality of Cumberland and all other communities deemed to be with CCMHA boundaries.

The Board deliberations and decisions will be guided by the following principles:

- Players First: enhanced playing opportunities for players should be facilitated provided that other players are not unduly inconvenienced and there are no substantive negative implications for the division or Association.
- Optimal Approach: it is not possible to meet the individual needs of all players, coaches and parents. Programs and opportunities will be optimized to meet the needs of as many members as possible.
- Transparency: decisions must be made in a manner which respects Association values and principles.
- Fairness: decisions should be reasonable and should not unduly discriminate against any of the Association members.
- Flexibility: members must respect that the collective wishes and needs of other members may outweigh their individual wishes and needs.
- Reasonableness: a member request should be justifiable and not favour a few at the expense of many others.

5. KEY CONSIDERATIONS

The CCMHA Board decisions will be guided by the following considerations:

- Does the party bringing forward the request represent the interests of the parties most implicated by the decision?
- Is it a "one time" request or a permanent exception to the Association policy?
- What are the assumptions or conditions associated with the request?
- Is the request reasonable/justifiable?
- What are the financial, moral and operational implications to other players, teams or divisions?
- Who could be positively or negatively affected by the decision?
- Do the apparent benefits to members outweigh the possible repercussions?
- Can circumstances be modified to reasonably benefit all members affected by the request?
- Is the request consistent with CCMHA, Hockey Nova Scotia, and Hockey Canada rules and regulations?
- How and when will the decision be communicated out to the membership?

6. SUBMISSIONS TO THE BOARD

Requests to the Executive Committee should:

- Be in writing so that the same set of facts and considerations may be shared with all members;
- Address the above-noted questions, at a minimum; and
- Include any additional pertinent information which would assist the Board to make an informed decision.

7. POLICY GUIDANCE FROM HOCKEY NOVA SCOTIA

From time to time, policy guidance must be sought from Hockey Nova Scotia. Association members are not discouraged from speaking directly with Hockey Nova Scotia or its representatives.

However, all requests for a formal decision from Hockey Nova Scotia must be:

- Submitted in writing to the Board per Section 5.
- Transmitted, in writing, to the Hockey Nova Scotia representatives via the President or relevant Director, as determined by the Board.

The Hockey Nova Scotia decision will be referred back to the Association via the relevant Board Director who will inform the originator of the request.

8. REVIEW

The Policy will be reviewed by Cumberland County Minor Hockey on an annual basis.