



**ANNUAL GENERAL MEETING
BC Lacrosse Association
OCTOBER 19, 2024**

GENERAL SESSION - MINUTES

1. Welcome/ Call to Order:

The meeting was called to order at 5:34 pm by BCLA President Gerry Van Beek presiding.

I want to Acknowledge the location of this meeting is on the unceded territory of the Coast Salish and Hul'q'umi'num speaking peoples.

Recognizing all the following peoples who have been part of this land's traditional history Chemainus, Tsleil-Waututh, Stó:lo, Semiahmoo, Qayqayt, Kwantlen, Tsawwassen, Katzie, Musqueam, Kwikwetlem, Cayuse, Umatilla and Walla Walla First Nation peoples.

We honor our partnership with this land's original peoples and lacrosse's origins with them.

We honor and respect the gifts of indigenous history, culture, and language.

We commit moving forward in partnership with the indigenous communities in a spirit of collaboration and reconciliation.

2. Approval of the October 21, 2023 BCLA Annual General Meeting Minutes:

It was moved by Dylan Taylor seconded by Russ Sheppard that the Minutes of the 2023 BC Lacrosse Association Annual General Meeting be adopted as circulated.

CARRIED

3. Approval of the October 19, 2024 BCLA Annual General Meeting Agenda:

It was moved by Dave Wilkie seconded by Cam Anderson that the agenda of the 2024 BCLA Association Annual General Meeting be adopted as circulated.

CARRIED

4. Business arising from Previous Minutes (2023 BCLA AGM):

None

5. Executive Reports:

All reports were posted on the BCLA for circulation prior to the AGM, including the 2024 Financial Audited Statement.

Gerry Van Beek presented the 2024 Financial Audited Statement on behalf of Nichola Manning – VP Finance & Administration.

It was moved by David Bensmiller, seconded by Doug Wright that the 2024 Financial Report be accepted as presented.

CARRIED.

6. Directorate/Technical Support Group Reports:

a) Senior Directorate - Dave Wilkie

The meeting went well, – no changes Dave remains as Chair. Will be looking for new commissioners this season.

b) Minor Directorate - Gordon McIntosh

The board remains the same – Gord has returned as Chair and Dee Bowley-Cowan remains as secretary. Had a few minor policies changed but other than that it was a good meeting.

c) Field Directorate – Beth McLucas

A special session was held in April- nothing has changed. Question and discussions regarding tiering for U11 and the use of long pole at U9/U11 levels. Recommended to bring forward at the Field Directorate AGM.

d) BC Lacrosse Coaches Group – Russ Sheppard

Good discussions around associations stepping forward dealing with problematic coaches.

New members of the board are:

Chair– Travis Gillespie

Vice Chair - Women’s Field – Gord Cooper

Vice Chair Minor – Rob Arden

No questions asked.

e) BC Lacrosse Officials Group – Doug Wright

Vice Chair – Minor Box – Dallas Lister

Vice Chair – Field – Nico Beaudoin

Director at Large – Nick Thomas

Treasurer – Cam Anderson

No questions asked

7. Credential Report – Liz Hyland

Out of a possible 333 votes, there were 173 registered delegates in attendance at the BCLA AGM General Session. The breakdown as follows:

Executive	6	out of a possible	9
Minor Box	86	out of a possible	116
Senior Box	25	out of a possible	92
Field	40	out of a possible	75
Officials	9	out of a possible	22
<u>Coaches</u>	<u>7</u>	<u>out of a possible</u>	<u>14</u>
Total	173		333

8. Proposed Amendments

A) Constitution & Bylaws

It was moved by Russ Sheppard, seconded by Kelly Fines to confirm and alter any and all references in the BC Lacrosse By-laws to the British Columbia Coaches Group, British Columbia Coaches Technical Group, British Columbia Coaches Technical Support Group, British Columbia Lacrosse Coaches Group, British Columbia Lacrosse Coaches Technical Group, British Columbia Lacrosse Coaches Technical Support Group to be the **British Columbia Lacrosse Coaches Group (“BCLCG”)**.

CARRIED

It was moved by David Bensmiller, seconded by Jeff MacAuly to amend **By-Law Number IX: Executive 3 and 4, and the addition of number 5** to read:

BY-LAW NUMBER IX: THE EXECUTIVE 3 and 4

3. The responsibilities of the Executive shall be to:

- a) provide strategic governance and oversight to the Association
- b) amend or adopt operating policies and procedures, as and when required

4. The Executive has the authority to carry out its responsibilities within the allotted budget, and with due consideration to all requests for action passed at the Annual **General** Meeting or any Special meeting, **and** any recommendations passed to it from **member governing lacrosse bodies including** Commissions, Directorates, **Leagues**, Technical Support Groups or Committees.

Add **NEW BY-LAW NUMBER IX: THE EXECUTIVE 5** that would read:

5. The Executive has the authority to make changes to the BCLA Operating Policy outside of an Annual General Meeting or Special Session meeting if (a) consultation has been undertaken with the relevant member governing lacrosse body and (b) provided a 50% +1 majority vote by the Board. Notification of the policy change shall be made to the membership.

DEFEATED

Note: Any further by-law, regulations & policy changes effected by the above proposed changes were not addressed as the original proposal was defeated.

It was moved by Dave Bensmiller, seconded by Doug Wright to amend the **BYLAW X: Committees, (b.) Discipline Committee and the General Operating Policy 1. Code of Conduct to read as follows:**

(b.) Code of Conduct Discipline Committee

- i. The BCLA Code of Conduct Discipline Committee is authorized to sit in judgement on code of conduct issues outside of game play involving and potentially requiring the discipline of players, coaches, team management, parents / guardians, leagues, or officials for all divisions under jurisdiction of the BCLA.
- ii. Refer to the “Code of Conduct Complaint Policy” for the Code of Conduct Discipline Committee process

GENERAL OPERATING POLICY: 1. Code of Conduct

1.01 CODE OF CONDUCT 1.01 All individuals affiliated with the BCLA shall:

- i. Attempt at all times to work toward the goals and objectives of the BCLA and the game of Lacrosse, and towards the betterment of its members.
- ii. Strive to heighten the image and dignity of the Association and the sport of Lacrosse as a whole, and to refrain from behavior which may discredit or embarrass the Association or the game.
- iii. Always be courteous and objective in dealings with other members.
- iv. Except when made through proper channels, refrain from unfavorable criticism of other members or representatives of the BCLA.
- v. Strive to achieve excellence in the sport while supporting the concepts of Fair Play and Drug-free sport.
- vi. Show respect for the cultural, social and political values of all participants in the sport.
- vii. As a guest in another province or foreign country, abide by the laws of the host jurisdiction and adhere to any social customs concerning conduct.

1.02 Conduct to Protect Children:

The safety, rights, and well-being of children is a priority of the BC Lacrosse Association (BCLA) and its membership. We nurture supportive relationships with children while balancing and encouraging appropriate boundaries. All staff, members and participants are expected to treat children with respect and dignity. They are to establish, respect and maintain appropriate boundaries with all children and families involved in activities and programs delivered by the BCLA and its members. All interactions and activities with children should be known to, and approved by, the member association and the parent/guardian of the child. For more information about Conduct to Protect Children - <https://www.protectchildren.ca/en/about-us/>.

- 1.03 An individual's conduct shall be in question when they:
- i. Breach any of the above Section 1.
 - ii. Use their position within the BCLA for unauthorized personal and/or material gains.
 - iii. Willfully circulate false, malicious statements, derogatory to any other member of the Association.
 - iv. Willfully ignore or break the By-Laws, policies and/or rules and regulations of the BCLA.
 - v. Counsel others to ignore or break the by-laws, policies, and/or rules and regulations of the BCLA.
 - vi. Code of Conduct hearings will only be heard for offences not already covered by properly constituted penalties approved by the BCLA in all Directorates, Technical Support Groups and League Agreements

1.04 General:

- i. The BCLA endorses the principles of natural justice and due process which allows any individual the right to a hearing and an appeal of any action which affects their rights.
- ii. The BCLA and its member governing bodies agree to honor and enforce disciplinary action taken by those governing bodies upon the completion of due process.
- iii. British Columbia Universal Code of Conduct (BC UCC):

The BC Lacrosse Association accepts all language contained in the British Columbia Universal Code of Conduct (BC UCC). A copy of the code is hosted on the viaSport BC website here: https://www.viasport.ca/sites/default/files/BC_UCC_2021.pdf

2 CODE OF CONDUCT COMPLAINT POLICY

It is proposed that this new Code of Conduct Complaint policy be placed subsequent to the Code of Conduct Policy as amended above within the [BCLA General Operating Policy](#).

2. Code of Conduct Complaint Policy

Purpose

It is recognized that most Member Associations, Directorates, Commissions, Leagues, and Technical Support Groups may have complaint and discipline processes. The BCLA Code of Conduct Discipline Committee will hear code of conduct complaints, outside of game play, when these member governing bodies are unable to make a decision and/or refer an egregious code of conduct complaint to the BCLA.

This policy will ensure that any irresponsible behavior or conduct occurring within sanctioned lacrosse activities and events and any other alleged breaches of governing documents can be reported and managed equitably and fairly through the BCLA Code of Conduct Discipline Committee. Further, this policy will specify the organization, procedures and functions of the code of conduct complaint process of the BCLA

Standards

1. This Policy applies to all Individual Registrants and all Member Associations under the jurisdiction of the BCLA when engaged in any sanctioned lacrosse-related activities.
2. Discipline action may only be taken against an Individual Registrant or Member Association of the BCLA for misconduct, or attempted misconduct, occurring at the time of the incident and cannot be retroactively charged for incidents prior to registration of such person or organization.
3. Any person who is a parent/guardian or acting as a team official, administrator, match official, or associated with sanctioned lacrosse activities shall be considered an Individual Registrant regardless of whether they have registered to do so.
4. The sanctions outlined in this Policy represent the minimum that may be imposed by the BCLA and/or a member governing body. Member governing bodies shall not incorporate sanctions within their own disciplinary rules that fall below those specified in this Policy.

Raising A Code of Conduct Complaint

5. Code of conduct complaints should come forward when an Individual Registrant or Member Association:
 - a) Breaches any aspects of the code of conduct outlined in BCLA General Operating Policy Section 1 “Code of Conduct”;
 - b) Uses its position within the BCLA for unauthorized personal and/or material gains;
 - c) Willfully circulates false, malicious statements, derogatory to any other member of the BCLA; and/or
 - d) Willfully ignores or breaks the by-laws, policies and/or rules and regulations of the BCLA;
6. Code of conduct hearings of the Code of Conduct Discipline Committee will only be heard for offenses not already covered by properly constituted penalties approved by BCLA member governing bodies.

Jurisdiction

7. The BCLA and its Code of Conduct Discipline Committee shall have direct jurisdiction in the following matters:
 - a) Any code of conduct issues or complaints, outside of game play, involving players, coaches, team officials, parents/guardians, leagues, or officials.
 - b) Egregious issues that have been referred from other member governing bodies, including Member Associations, Directorates, Commissions, Leagues, and Technical Support Groups.
8. The BCLA Board at its discretion may authorize an external panel to hear any complaints on their behalf or appoint an independent third party to conduct an investigation to determine the facts of the complaint prior to involving the Code of Conduct Discipline Committee. All findings made by an external panel or independent third party will be upheld by the Code of Conduct Discipline Committee.

Natural Justice and Duty to Act Fairly

9. This Policy follows the principles of natural justice aimed to provide Individual Registrants and Member Associations with a fair hearing.
10. All Individual Registrants and Member Associations have the right to and/or must be provided the right to:
 - a) A process free of bias: the members of the Code of Conduct Discipline Committee are unbiased, in that they are impartial and unprejudiced, and are reasonably perceived to be unbiased;
 - b) Prior notice: advance access to relevant information that identifies the allegations and contains sufficient information for respondents to respond to the allegations and participate meaningfully in the decision-making process.
 - c) Fair hearing: the respondent is afforded a timely and reasonable opportunity to participate in the hearing, and may either represent themselves, or be represented by a person of their choosing and the members of the Code of Conduct Discipline Committee genuinely consider the respondent's submissions in making their decision.

Confidentiality

11. Members of the Code of Conduct Discipline Committee will ensure that everything disclosed to them during the course of their work, including but not limited to the facts of the case, the contents of their deliberations, and the decisions taken, remains confidential.

Conflict of Interest

12. Members of the Code of Conduct Discipline Committee must decline to participate in any meeting concerning a matter in which they are in a real or perceived conflict of interest. Such instances include, but are not limited to the following:
 - a) If the member in question has a direct interest in the outcome of the matter; or
 - b) If the member has already dealt with the case under different circumstances.
13. The parties subject to any proceeding before the Code of Conduct Discipline Committee can raise an objection to a member of the Code of Conduct Discipline Committee hearing the case whom they believe to be biased or in a conflict of interest. The Chair, or designate, of the Committee must decide on any claim of bias or conflict of interest.
14. Proceedings that have involved a committee member whom the Chair, or designate, has ordered not to participate will be considered null and void.

Member Association Compliance

15. The BCLA and its member governing bodies agree to honor and enforce disciplinary action taken by the Code of Conduct Discipline Committee upon the completion of due process.

Limitation Period for Complaint

16. Submission of a code of conduct complaint must occur within 30 days of the infringement. In the event of serious misconduct, the BCLA Board may extend these timelines at their discretion.
17. If required, the BCLA Board may refer incidents of serious misconduct to the appropriate legal authorities.

18. Similar acts of misconduct may be considered a second or third offense if they occur within the above-noted timeframe.
19. Allegations of corruption are not subject to a limitation period from the BCLA.

Limitation Period for the Enforcement of Sanctions

20. The limitation period for the enforcement of sanctions is up to lifetime.
21. The limitation period begins on the day on which the decision comes into force

Sanctions

22. The following sanctions at the discretion of the Code of Conduct Discipline Committee may be applied:
 - a) Written Warning - A warning is a reminder of the substance of a disciplinary rule allied with the threat of a sanction in the event of a further infringement.
 - b) Reprimand - A reprimand is an official written pronouncement of disapproval sent to the perpetrator of an infringement.
 - c) Fine – The Code of Conduct Discipline Committee may impose monetary sanctions. These minimum fines may be increased based on the weight of evidence presented in the case. The Code of Conduct Discipline Committee decides the terms and time limits for payment.
 - d) Suspension – The Code of Conduct Discipline Committee may impose a suspension, for a specific length of time, from partial or all lacrosse related activity based on the weight of evidence presented in the case.
 - e) Expulsion - The Code of Conduct Discipline Committee may revoke membership, for a specific length of time or from all lacrosse related activity based on the weight of evidence presented in the case.
 - f) Return of Awards - The person required to return an award shall return the benefits received, and in particular sums of money and symbolic objects (medal, trophy).
 - g) Other sanctions as determined by the Code of Conduct Discipline Committee.

Composition

23. The Notice of Complaint (see clauses 38 - 41) should be submitted to the BCLA Executive Director, who upon review of complaint, will send confirmation of receipt to the complainant.
24. Within five (5) business days of receipt of complaint, the Executive Director will forward the complaint to the BCLA Board who will then determine the merit, at their next Board meeting, of whether a Discipline Committee should be formed. The Board may dismiss all or part of the complaint if it determines that:
 - a) The complaint is not within Code of Conduct Discipline Committee jurisdiction;
 - b) The complaint was not filed within an applicable time limit;
 - c) The complaint was made in bad faith or filed with an improper purpose or motive.
25. If a Code of Conduct Discipline Committee is not warranted, the Vice President - Operations will inform the complainant.
26. If the BCLA Board determines a Code of Conduct Discipline Committee is warranted, that Code of Conduct Discipline Committee will be convened within thirty (30) business days.

27. The Chair of the Code of Conduct Discipline Committee will be the Vice President - Operations or a designate.
28. On an annual basis, the Vice President – Operations will establish a list of potential candidates to sit on the Code of Conduct Discipline Committee. This Code of Conduct Discipline Committee Membership List will be formed in consultation with the Chairs of the Minor, Senior, Recreation and Field Lacrosse Directorates, the Chairs of the BC Lacrosse Officials Technical Support Group, the BC Lacrosse Volunteer Leadership Technical Support Group and the BC Lacrosse Coaches Technical Support Group, who will each nominate five (5) potential candidates to participate in Code of Conduct Discipline Committee hearings.
29. The Chair of the Code of Conduct Discipline Committee, or designate, with the assistance from the BCLA Executive Director, will choose individuals from the Code of Conduct Discipline Committee Membership List to participate in a Code of Conduct Discipline Committee hearing.
30. The Chair of the Code of Conduct Discipline Committee, or designate, will inform the respondent of the complaint submitted against them within five (5) business days of the BCLA Board making a decision to form a Code of Conduct Discipline Committee. The Chair of the Code of Conduct Discipline Committee, or designate, will also inform the complainant if a Code of Conduct Discipline Committee hearing is proceeding within five (5) business days.
31. Each Code of Conduct Discipline Committee hearing will have a quorum of three.
32. The BCLA President and Vice President – Operations has the authority to amend or extend all related Code of Conduct Discipline Committee timelines.

Notice of Complaint

33. The Notice of Complaint should be submitted to the BCLA Executive Director and must include the following:
 - a) The complainants name, address, phone number(s) and e-mail address;
 - b) Identify the reason for the complaint;
 - c) State the outcome requested.
34. All supporting documents must be submitted within ten (10) business days of the Notice of Complaint being submitted to the Executive Director and include the following:
 - a) All relevant evidence;
 - b) All relevant witness statements.
35. The Code of Conduct Discipline Committee shall commence formal review of the complaint within thirty (30) business days, outlining an expected schedule for completion to the complainant, respondent, and BCLA.
36. Review of the complaint will include a review of all relevant evidence submitted from the complainant and respondent.

Hearings

37. Proceedings of the Code of Conduct Discipline Committee will be closed to individuals who are not named parties or legal representatives unless all parties involved in the proceedings agree to admit the individual(s).
38. A hearing may be in any combination of in-person or virtual.

39. The Chair, or designate, will record the hearing. This recording will be forwarded to the BCLA to keep on file.
40. The Chair, or designate, has the right to adjourn a hearing, if required, and provide reasons for the adjournment. The Chair, or designate, must ensure that the adjournment does not impact any of the parties in a negative way.

Witnesses

41. Witnesses may be invited to a hearing if the Code of Conduct Discipline Committee determines they could add further clarifications to the proceedings.
42. The Code of Conduct Discipline Committee has the right, if necessary, to ask questions to the witnesses for a full and fair disclosure of the matters relevant to the hearing.
43. The Chair, or designate, may limit the examination of the witness if the Chair, or designate, is satisfied that the questions have been answered.

Decisions

44. The Code of Conduct Discipline Committee may attach terms or conditions to a decision.
45. The Code of Conduct Discipline Committee's decision is effective on the date on which it is issued, unless otherwise specified, and will not be held in abeyance during any appeal process.
46. The Chair, or designate, must communicate the Committee's final decision in writing within seven (7) business days to the parties affected by the decision, and give reasons for the decision. A copy of this letter must be sent to the BCLA to keep on file.

Failure to Respect Decisions

47. Any financial or non-financial decision that has been pronounced against a person or organization by the Code of Conduct Discipline Committee shall be enforced by the BCLA and its member governing bodies, in accordance with the standards established by this policy and in compliance with the applicable disciplinary procedures. **Appeals**
48. Appeals of any decision, or disciplinary action from the Code of Conduct Discipline Committee or other member governing body involving players, coaches, parents/guardians, leagues, officials, or team officials for all jurisdictions of the BCLA should be made to the Appeal Committee (see: BCLA Appeal Policy, Appendix A, BCLA General Operating Policy).

CARRIED

It was moved by David Bensmiller, seconded by Dylan Taylor that the **BY-LAW NUMBER: X COMMITTEES (c.) The Appeal Committee & General Operating Policy: Appendix A: BCLA Appeals Policy and Process** be amended to read as follows:

GENERAL OPERATING POLICY: Appendix A: BCLA APPEALS POLICY AND PROCESS

BYLAW X: Committees, (c.) The Appeal Committee

(c.) Appeal Committee

- i The BCLA Appeal Committee is authorized to sit in judgement on appeals of disciplinary decisions made by any BCLA member governing body.
- ii An appeal to the BCLA Appeal Committee can only be made once all the complaints, disciplinary, or appeal processes from a BCLA member governing body have been exhausted and a sanctioned decision has been made.
- iii Refer to the “BCLA Appeal Policy,” General Operating Policy Appendix A for the Appeal Committee process.

GENERAL OPERATING POLICY: APPENDIX A: BCLA APPEALS POLICY AND PROCESS

APPENDIX A: BCLA APPEAL POLICY

Purpose

1. BCLA is committed to providing an environment in which all Individual Registrants and Member Associations are treated with respect and fairness. BCLA provides Individual Registrants and Member Associations with this appeal policy to enable fair and expedient appeals and challenges of certain decisions made by BCLA and any of its member governing bodies.

Grounds for Appeal

2. An appeal may only be heard if there are sufficient grounds for the appeal. Sufficient grounds include, but are not limited to, the following:
 - a) Making a decision for which there was no authority or jurisdiction as set out in governing documents;
 - b) Failing to follow procedures as laid out in the bylaws or approved policies of the BCLA;
 - c) Making a decision that was influenced by bias;
 - d) Failing to consider relevant information and/or taking into account irrelevant information in making the decision;
 - e) Exercising its discretion for an improper purpose; and/or
 - f) Making a decision that was unreasonable

Jurisdiction

3. An appeal to the Appeal Committee can only be made once all the complaints, disciplinary, or appeal processes from a BCLA member governing body have been exhausted.

4. The Appeal Committee has the jurisdiction to manage its own processes and may produce rules respecting practice and procedure to enable the unbiased and timely resolution of the matters before it, including but not limited to:
 - a) Holding pre-hearing conferences which might include confidential conferences, requesting parties to attend a pre-hearing conference;
 - b) Written submissions by parties;
 - c) Exchange of records and documents by parties;
 - d) Procedures for preliminary or interim matters;
 - e) Any additional parties or witnesses to an application;
 - f) Adjournments;
 - g) Joining of applications;
 - h) Non-compliance with the Appeal Committee rules; and
 - i) Access and restrictions to documents.
5. Any changes to the rules in this section may be made at an Annual General Meeting or Special Session of BCLA or upon approval by the BCLA Board.
6. The BCLA must ensure that these rules of practice and procedure are available to the members and public.

Notice of Appeal

7. The Notice of Appeal must include the following:
 - a) Contain the appellants name, address, phone number(s) and e-mail address;
 - b) Identify the decision that is being appealed;
 - c) State why the decision should be changed and the grounds (see BCLA Appeal Policy, clause 2) for why the appeal is being made;
 - d) State the outcome requested;
 - e) Must include the required \$500.00 fee; and
 - f) Include any relevant documentation.

Launching an Appeal

8. Anyone who wishes to appeal must provide to the BCLA Executive Director written notice and payment of \$500.00 no later than seventy-two (72) hours after receipt of the decision from the BCLA member governing body.
9. The notice of appeal (see BCLA Appeal Policy, clause 7) should be submitted to the BCLA Executive Director, who upon review of the notice of appeal, will send confirmation of receipt to the appellant.

Composition

10. A Chair for the Appeal Committee will be selected by the BCLA Executive Director in consultation with the Vice President – Finance & Administration from the Appeal Committee Membership List (see BCLA Appeal Policy, clause 17).

11. Within five (5) business days of reviewing the notice of an appeal, the BCLA Executive Director will forward the notice of appeal to the Chair of the Appeal Committee who will then determine the merit of whether an Appeal Committee should be formed. The Chair of the Appeal Committee may dismiss all or part of the appeal if they determine that the appeal does not meet grounds as defined in BCLA Appeal Policy, clause 2;
12. The Chair of the Appeal Committee or designate shall review the notice of appeal within five (5) business days of receipt.
13. If upon preliminary view, the appeal appears to have no grounds, the Chair of the Appeal Committee or designate shall notify the appellant of that opinion, giving the appellant a reasonable opportunity to make further submissions before making a final decision. The final decision whether an issue goes before an Appeal Committee shall be made by the Chair or designate within five (5) business days of receipt of the further submissions.
14. If the final decision is that the appeal has no grounds, the appellant shall be notified of that decision, in writing, with reasons, and the appeal shall be dismissed, and the \$500.00 will be refunded.
15. If the Chair of the Appeal Committee or designate determines an Appeal Committee is warranted, that Appeal Committee will be convened within thirty (30) business days.
16. If there are grounds for the formation of an Appeal Committee, the Executive Director in consultation with the VP Finance & Administration or designate shall select members for an Appeal Committee from the annual Appeal Committee Membership List.
17. The BCLA Vice President Finance & Administration will appoint a minimum of twenty-five (25), potential Appeal Committee members by January 1 each year to the Appeal Committee Membership List. Consultation with the Chairs of the Senior, Minor and Field Directorates regarding potential members to appoint to the Appeal Committee Membership List will be undertaken.
18. Each Appeal Committee hearing will have a Chair and three (3) to seven (7) members. The Appeal Committee members will have the jurisdiction of and may exercise and perform the powers and duties provided to them under this policy.
19. In the case of an appeal hearing necessary under BCLA General Operating Policy, Section 14.03.2 (Harassment) Policy, the Appeal Committee should make every effort to be comprised of a minimum 51% of the same gender as the appellant.
20. The decision of a majority of the members constitutes the decision of the Appeal Committee.

Natural Justice and Duty to Act Fairly

21. This policy follows the principles of natural justice aimed to provide Individual Registrants and Member Associations with a fair hearing.

22. All Individual Registrants and Member Associations have the right to and/or must be provided the right to:
- a) A process free of bias: the members of the Appeal Committee are unbiased, in that they are impartial and unprejudiced, and are reasonably perceived to be unbiased;
 - b) Prior notice: advance access to relevant information that identifies the allegations and contains sufficient information for respondents to respond to the allegations and participate meaningfully in the decision-making process.
 - c) Fair hearing: the respondent is afforded a timely and reasonable opportunity to participate in the hearing, and may either represent themselves, or be represented by a person of their choosing and the members of the Appeal Committee genuinely consider the respondent's submissions in making their decision.

Confidentiality

23. Members of the Appeal Committee will ensure that everything disclosed to them during the course of their work, including but not limited to the facts of the case, the contents of their deliberations, and the decisions taken, remains confidential.

Limitation Period for Appeal

24. As per BCLA Appeal Policy, clause 8, the notice of appeal must be filed with the BCLA Executive Director no later than seventy-two (72) hours after the decision being made by the BCLA member governing body.
25. The commencement of an appeal does not operate as a stay or suspend the decision being appealed.
26. The Appeal Committee shall hold an appeal hearing within thirty (30) business days of their receipt of the notice of appeal.
27. If, for some unforeseen reason or extenuating circumstances, the Vice President Finance & Administration may extend any Appeal Committee related timelines.

Summary Dismissal

28. At any time once an application has been filed, the Chair of the Appeal Committee, may dismiss all or part of it if the Appeal Committee determines that:
- a) the application is not within the jurisdiction of the Appeal Committee;
 - b) the application was not filed within the applicable time limit; and
 - c) the application was made in bad faith or filed for an improper purpose or motive.
29. If the Appeal Committee dismisses all or part of the application, the Chair must inform all parties of the decision in writing within seven (7) business days and the reason for that decision.

Recording of Hearing

30. The Chair or designate of an Appeal Committee will record the hearing. This recording will be forwarded to the BCLA Executive Director to keep on file.

Form of Hearing of Application

31. The hearing may be in any combination of in person or virtual.

Witnesses

32. A party to the application may provide a witness statement in writing if that witness is relevant to the issue(s) in the application.
33. The Appeal Committee and a party to the application have the right if necessary to ask questions to the witnesses for a full and fair disclosure of the matters relevant to the hearing.
34. The Chair may limit the examination of the witness if the Chair is satisfied that the questions have been answered.

Evidence

35. The Chair may receive and accept information that it considers relevant, necessary and appropriate to the matter that is being appealed.

Adjournments

36. The Chair has the right to adjourn an Appeal Committee hearing if required and provide reasons for the adjournment.
37. The Chair must ensure that the adjournment does not impact any of the parties in a negative way.

Decisions

38. The Appeal Committee may attach terms or conditions to a decision.
39. The Appeal Committee's decision is effective on the date on which it is issued, unless otherwise specified by the Appeal Committee.
40. The Chair must communicate the Committee's final decision in writing within seven (7) business days to the parties affected by the decision and give reasons for the decision. AIf the appellant is successful, the cost of the appeal (\$500.00) will be returned to the issuing person.
41. If the appellant is not successful (e.g., appeal denied), the money is then forfeited.

Review by Final Level of Appeal

42. If a further appeal is warranted by anyone with a vested interest, it can be made to the BCLA Board. A further \$500.00 will be required and a written appeal to the BCLA Board.
43. The notice of appeal to the BCLA Board and the payment in the amount of \$500.00 must be received by the BCLA Executive Director within seven (7) business days of decision from the Appeal Committee.
44. The same timelines as an Appeal Committee process apply to the appeal being made to the BCLA Board.

Reinstatement

45. If an individual or association is seeking reinstatement, permission to be reinstated must be sought from an Appeal Committee.

Immunity for Appeal Committee

46. The Chair of the Appeal Committee, Appeal Committee members, BCLA Executive, or other officers who make a decision in an appeal application within their performance of a statutory duty or in the exercise of statutory power is not subject to legal proceeding

CARRIED.

It was moved by Doug Wright, seconded by Wuilbert Jaramillo – Doug Wright then requested to combine both policy proposals into one motion as they are related and are essentially for the same reason. Secunder agreed.

Therefore, it was moved to create a “Treasurer” position on the BCLOTSG Executive and to amend following by-laws to read as submitted below:

- **BY-LAW NUMBER XI: DIRECTORATES/TECHNICAL SUPPORT GROUPS – 5. The British Columbia Lacrosse Officials Technical Support Group (BCLOTSG) 5(a)**
- **BY-LAW NUMBER XI: DIRECTORATES/TECHNICAL SUPPORT GROUPS – 5. The British Columbia Lacrosse Officials Technical Support Group (BCLOTSG) 5(g)**

Amend BY-LAW NUMBER XI: DIRECTORATES/TECHNICAL SUPPORT GROUPS – 5.

The British Columbia Lacrosse Officials Technical Support Group (BCLOTSG) 5(a) that would read:

- (a) The BCLOTSG executive shall consist of the Chair, the Secretary, **Treasurer**, Immediate Past Chair, Director at Large, and four vice chairpersons representing Minor Box lacrosse, Senior Box lacrosse, Women’s lacrosse, Sixes and Men’s Field lacrosse.

This motion also affects the following:

BCLOTSG Policy 3.01 a

BCLOTSG Policy 3.01 d

BCLOTSG Policy 3.04 new section g

BCLA Bylaw XI, Section 5 A (**This submission**)

BCLA Bylaw X1, Section 5 G

Amend BY-LAW NUMBER XI: DIRECTORATES/TECHNICAL SUPPORT GROUPS – 5.

The British Columbia Lacrosse Officials Technical Support Group (BCLOTSG) 5(g) that would read:

- (g) The BCLOTSG Vice Chair, *Treasurer*, and Secretary positions shall be elected by secret ballot at the Special Session, for two-year terms. The Director at Large shall be elected for a one-year term. The Vice Chairs for Minor, Senior, Sixes and Field will be elected in even numbered years. The Vice Chair Women’s Field, *Treasurer*, and Secretary will be elected in odd numbered years. In the event that there is but a single nominee for the office, the Secretary shall cast one vote for such nominee. Should the positions not be filled at the Special Session, it will be the duty of the BCLOTSG Chair to recruit and appoint a member to the open Vice Chair positions.

This motion also affects the following

BCLOTSG Policy 3.01 a

BCLOTSG Policy 3.01 d

BCLOTSG Policy 3.04 new section g

BCLA Bylaw XI, Section 5 A

BCLA Bylaw X1, Section 5 G (*This submission*)

CARRIED

B) BCLA General Operating Policy

It was moved by Russ Sheppard, seconded by Dave Wilkie to alter any and all references in the BC Lacrosse Operating Policy to the British Columbia Coaches Group, British Columbia Coaches Technical Group, British Columbia Coaches Technical Support Group, British Columbia Lacrosse Coaches Group, British Columbia Lacrosse Coaches Technical Group, British Columbia Lacrosse Coaches Technical Support Group to be the **British Columbia Lacrosse Coaches Group (“BCLCG”)**.

CARRIED

It was moved by David Bensmiller, seconded by Sean Reid to amend the Appendix B: Fee Schedule to read:

RECREATIONAL OTHER LACROSSE PLAYER REGISTRATION – 2022-2023 Season	
REGISTRATION	
Recreational (Non-School)	
Masters Box	\$20/player
Masters Field	\$20/player
Emergency Services League	\$20/player
Senior Female Lacrosse	\$20/player
Groups approved by the Recreation Directorate	\$20/player
School Affiliate	\$ 0

Amend APPENDIX B: FEE SCHEDULE that would read:

SENIOR AND MINOR BOX LACROSSE PLAYER REGISTRATION – 2025 Season			
	TEAM FEE	INSURANCE	PER PLAYER REGISTRATION
Senior A	\$250	<i>\$400</i>	<i>\$64</i>
Senior B	\$150	<i>\$400</i>	<i>\$64</i>
Senior C	\$150	<i>\$400</i>	Year 1 <i>\$23</i> Year 2 <i>\$33</i> Year 3 <i>\$64</i>
Junior A	\$150	<i>\$235</i>	<i>\$60</i>
Junior B – Tiers 1/2/3	\$100	<i>\$235</i>	<i>\$60</i>
U17/ <i>U22</i> (Minor/Female)			<i>\$54</i>
U15 (Minor/Female)			<i>\$54</i>
U13 (Minor/Female)			<i>\$54</i>
U11 (Minor/Female)			<i>\$53</i>
U9			<i>\$53</i>
U7			<i>\$50</i>
Female Box Lacrosse Recreational			<i>\$28</i>
Minor Box (First year associations)			<i>\$23</i>
Minor Box (Second year associations)			<i>\$33</i>

DEVELOPMENT SENIOR BOX LACROSSE PLAYER REGISTRATION – 2024-2025 Season		
	INSURANCE FEE	PER PLAYER REGISTRATION
Senior Box	\$385	Year 1 <i>\$23</i> Year 2 <i>\$33</i> Year 3 <i>\$64</i>
Junior Box	\$220	Year 1 <i>\$23</i> Year 2 <i>\$33</i> Year 3 <i>\$60</i>

FIELD LACROSSE PLAYER REGISTRATION – 2025-2026 Season	
	REGISTRATION
Senior	<i>\$60</i>
Youth	<i>\$55</i>
Girls Field Lacrosse (House League – U19 and Below)	<i>\$23</i>
Youth Field/Girls Field (first year associations)	<i>\$23</i>
Youth Field/Girls Field (second year associations)	<i>\$33</i>

**RECREATIONAL
OTHER LACROSSE PLAYER REGISTRATION – 2024-2025 Season**

REGISTRATION

Recreational (Non-School)

Masters Box	<i>\$28</i> /player
Masters Field	<i>\$28</i> /player
Emergency Services League	<i>\$28</i> /player
Senior Female Lacrosse	<i>\$28</i> /player
Groups approved by the Recreation Directorate	<i>\$28</i> /player
School Affiliate	\$ 0

CARRIED.

It was moved by Dallas Lister, seconded by Nick Thomas to amend **Appendix B: Fee Schedule - Payments to Officials (Minor)** to read:

Senior Box Officials Payments (per game) as set out by agreements with individual leagues.

Minor Fees apply to all minor games (Co-ed and Female).

Minor Box SHOT CLOCK Officials Payment/Game

Shot Clock Officials \$25

Minor Box Officials Payment/Game

U7/U9	<i>\$30</i>
U11	<i>\$40</i>
U13	<i>\$45</i>
U15	<i>\$50</i>
U17	<i>\$55</i>
U22	\$55

CARRIED.

It was moved by Angie Reid, seconded by Russ Aunger to amend the Appendix B: Fee schedule – Payments to Officials (Field) to read as:

Field Officials Payment/Game (including Women's)

U7	<i>\$25</i>
U9	<i>\$30</i>
U11	<i>\$40</i>
U13	<i>\$45</i>
<i>U15</i>	<i>\$50</i>
<i>U18</i>	<i>\$55</i>
Senior	\$65

Sixes

U7/U9 \$20

U11 \$25

U13 \$30

U15 \$40

U18 \$45

Shot clock for Sixes except U7/U9 \$15.00

CARRIED

C) Election of Officers

1. President (2-yr term) – Gerry Van Beek (The Secretary cast one ballot)
2. VP– Administration & Finance (2-yr term) –Nichola Manning (The Secretary cast one ballot)
3. VP– Development (2-yr term) –Terry Mosdell (The Secretary cast one ballot)
4. Vice President – Technical Programs (2-yr term) – Russ Aunger & Doug Wright were nominated
Ballots were issued – Russ Aunger was elected

It was moved by Dave Wilkie, seconded by Rod Wood to destroy the ballots.

Thank you to Dennis Quigley for his many years of serving on the BCLA Board of Directors and welcome to Russ Aunger.

New Business

N/A

D) Adjournment

It was moved by Dave Wilkie that the meeting be adjourned. Meeting adjourned at 7:15 pm

Attendees - BCLA AGM October 19, 2024

Aldcroft	Dawson	Mission-Women's	MacAulay	Jeff	Zone 3 Rep
Allan	Renee	Oceanside-MB	Marchand	Colin	North Okanagan-MB
Amell	Tara	Pacific Rim-Youth	Marchand	Miranda	North Okanagan-MB
Anderson	Cameron	Secretary	Margetson	Sandra	LM-MB Commissions
Arden	Rob	VC - Minor	Mason	Pam	Richmond-MB
Aunger	Russ	Port Moody-MB	Massey	Noel	Maple Ridge-JrB2
Barillaro	Scott	Saanich-MB	Mayall	Wayne	Kamloops-MB
Bensmiller	David	BOD	McDougall	Tammy	VCR Island Youth- League
Bentley	Morgan	Ridge Meadows-MB	McGregor	Michelle	Langley-MB
Berar	Lana	Coquitlam-MB	McGregor	Don	Langley-MB
Beyeler	Erin	Zone 1 Director-MD	McInnes	Sean	Vancouver-MB
Blanchette	Adam	Richmond-MB	McInnes	James	observers
Boivin	Ryan	Coquitlam-MB	McIntosh	Gordon	Chair-MD
Bonner	Rich	Ridge Meadows-Youth	McKeddie	Erica	Pt Coquitlam-Youth
Borkowsky	Brian	Maple Ridge-SrA	McLucas	Beth	BC JrB1- League
Bottomer	Tim	observers	McMinn	Tamara	North Shore-JrB2
Bowley-Cowan	Dee	Secretary-MD	Miller	Alex	Vancouver-Youth
Boyer	Tyler	Zone 6 Minor	Mosdell	Terry	BOD
Bremner	Jennifer	Delta-MB	Nakashimada	Jessica	Kamloops-MB
Brown	Scott	Prince George-MB	Newton	Mike	Secretary
Buchan	Ken	Langley-SrA	Norby	Bryan	Nanaimo-MB
Buchan	Delani	Langley-JrA	Nose	Ryan	VC - Field
Buchan	Linda	Langley-JrB1	O'Connor	Michael	Zone 4 Director-MD
Burrows	Jason	Nanaimo-Youth	Ortutay	Mike	Chilliwack-MB
Catton	Rich	New Westminster-MB	Palmer	Danika	Nanaimo-MB
Cavallarin	Mitchel	observers	Palmer	Graham	Nanaimo-Women's
Charlton	Chris	Chilliwack-MB	Parsons	Dave	WC Sr C-League
Chetner	Dan	VC - Senior	Paterson	Stacy	VC - Women's - Directorate
Chow	Adrienne	Adanacs-Youth	Pavan	Kelsey	Pt Coquitlam-Women's
Church	Jon	Port Coquitlam-MB	Phillips	Chris	Kelowna-MB
Codron	Tyler	BOD	Pollock	Glenn	Pt. Coquitlam-JrB2
Cornwall	Travis	Port Coquitlam-MB	Pongracz	Frank	Abbotsford-MB
Cowieson	Chris	Ridge Meadows-Women's	Porter	Zack	Chilliwack-MB
Cowieson	Katie	Ridge Meadows-Women's	Prizeman	Stephanie	Alberni Valley-MB
Craiggs	Tyson	Ridge Meadows-MB	Quigley	Dennis	BOD
Crompton	Tyler	Chilliwack-Youth	Rachfall	Dirk	BC Jr A- League
Dal Monte	Paul	WLA- League	Ranalletta	Michael	New Westminster-Women's
Davis	Heather	Zone 2 Director-MD	Ranns	Adam	Juan de Fuca-MB
Davis	Aaron	Coquitlam-MB	Ranns	Dawn	Juan De Fuca-Women's
Davis	Scott	Sunshine Coast-MB	Reid	Sean	Zone 3 Director-MD
Davis	Heidi	Pt. Coquitlam-JrB1	Reid	Angie	VC - Women's Field
Denis	Jill	Juan De Fuca-Youth	Reis	Monica	Coquitlam-MB
Dmytruk	Sarah	observers	Renolds	Andy	Oceanside-PN JrB2
Donahue	Shawn	VC - Field	Romano	Brad	Pacific Coast- League
Dos Santos	Susan	Surrey-Women's	Samson	Dave	Vice Chair-MD
Dowd	Justin	Delta-MB	Sanderman	Keri	Cranbrook-MB
Dowdell	Jessica	Abbotsford-Youth	Schellenberg	Tara	observers
Dyrland	Katherine	Saanich-MB	Senior	Rod	Peninsula-MB
Eastgate	Kara	Langley-Youth	Shebib	Jodie	New Westminster-MB
Fines	Kelly	Zone 6 Rep	Sheppard	Russ	Chair

Attendees - BCLA AGM October 19, 2024

Flury	Matt	Mission-Youth	Shortt	Chris	PN Jr B T2- League
Forlin	Jenn	Langley-SrC	Simmonds	Nick	Delta-MB
Forlin	Denise	Maple Ridge Attack-SrC	Smith	Ryan	Mission-MB
Foster	Bradley	Adanacs-Youth	Smith	Karen	Langley-Youth
Freeman	Stuart	Coquitlam-MB	Steedman	Kimberly	Kelowna-Youth
Frost	Tim	VCR Island-MB Commission	Swan	Sydney	Adanacs-Women's
Gallagher	Jean	Juan de Fuca-MB	Swanson	Shawn	Nanaimo-MB
Glass	Jeff	Surrey-Youth	Taylor	Dylan	Secretary- Directorate
Goller	Gina	Langley-MB	Taylor	Dylan	Zone 2 Minor
Goulet	David	WC JrB2-League	Teasdale	Damian	Ridge Meadows-MB
Grewal	Imat	Mission-MB	Thomas	Nick	Director at Large
Grewal	Harpreet	Mission-MB	Towle	Matt	Juan de Fuca-MB
Gudavicius	Jasmine	Saanich-MB	Tyre	Wesley	Island Field
Hagel	Michael	Zone 5 Director-MD	Van Beek	Gerry	BOD
Hall	Wendy	observers	Vanderhorst	Aaron	Nanaimo-MB
Hamilton	John	Female Box Chair-MD	VanRyn	Alisha	Langley-Youth
Hamilton	Sean	Port Coquitlam-MB	Wahl	Josh	Port Coquitlam-MB
Hamm	Tim	Surrey-MB	Wang	Eddie	Burnaby-Youth
Hanson	Derek	Adanacs-Youth	Warren	Wonda	Secretary-SD
Hara	Brad	Burnaby-JrB1	Wartak	Gerald	Langley-Women's
Hayes	Alicia	Juan de Fuca-MB	Wells	Geordie	Langley-MB
Hemmerling	Stacy	Port Coquitlam-MB	White	Jackie	Burnaby-Youth
Hernandez	Jordan	Ridge Meadows-Youth	Wiebe	Ryan	North Shore-MB
Hertslet	Dennis	Ridge Meadows-MB	Wilkie	Dave	Chair-SD
Hesse	Jody	Coquitlam-MB	Wolfe	Angie	Valley-JrB2
Hodgson	Curtis	New Westminster-MB	Wollan	Brayden	observers
Howard	Victoria	Abbotsford-MB	Wood	Rod	Victoria-SrA
Howard	Will	observers	Woollard	Ken	Burnaby-JrA
Hunter	Stan	Maple Ridge-JrB1	Wright	Doug	Chair
Hyland	Liz	BOD	Yerbury	Jaime	Ridge Meadows-Youth
Jaramillo	Wuilibert	TO-MB Commissions	Zille	David	Port Moody-MB
Jayne	Sara	New Westminster-MB	Zumbo	Allison	Kelowna-MB
Jeffrey	Erin	New Westminster-Youth			
	Brad	Nanaimo-Youth			
Kelly	Nicole	Burnaby-MB			
Kemp	Jesse	Nanaimo-MB			
King	Mercedes	Delta-MB			
King	Penni	Interior Youth- League			
Kirkby	Susan	Burnaby-MB			
Kirkby	Rosa	Burnaby-MB			
Kirstiuk	Terry	Vice Chair-SD			
Koran	Andrew	Ridge Meadows-MB			
Kovacic	Kim	North Shore-MB			
Lamont	Jamie	Surrey-MB			
Lejeune	Jessica	Juan De Fuca-Youth			
Lemmon	Josiah	Peninsula-MB			
Lister	Dallas	VC - Minor			
Liu	Nick	Burnaby-Women's			
Lockwood	Will	Ridge Meadows-MB			