



**PROPOSED AMENDMENTS
TO THE GENERAL BY-LAWS
AND STANDING RULES
TO THE POLICY MANUAL AND CONSTITUTION
OF SKATE CANADA MANITOBA**

The proposed amendments to the General By-Laws and standing rule changes to the Policy Manual of Skate Canada Manitoba to be considered at the 2021 Annual General Meeting, are attached.

Proposed amendments to an amendment must be in the hands of the Executive Director, Skate Canada Manitoba Section by Thursday **April 8, 2021** to ensure that these amendments are circulated to the clubs prior to the Annual General Meeting.

April 1, 2021
Distribution:
Member Clubs
Board of Directors

Donna Yee
Past Chair

AMENDMENT: MB2021/1

SUBMITTED BY: EXECUTIVE COMMITTEE

RULE NUMBER/NAME: A.118

RULE NAME: GOVERNANCE; CHAMPIONSHIPS REGULATIONS

PRESENT

General Regulations

General Regulations will apply to all Skate Canada Manitoba sanctioned competitions. The following competitions list may change from time to time by Board of Director approval:

- Skate Canada Manitoba Sectional Championships
- STARSkate Regional Championships
- STARSkate Provincial Championships
- Manitoba Open Free Skate Competition
- Manitoba Synchronized Skating Championships
- Crocus Invitational
- Prairie Regional Synchronized Skating Championships (every second year)
- Other events as authorized by Skate Canada Manitoba

- All sanctioned figure skating competitions held in Manitoba shall be governed by the rules of Skate Canada and the rules and regulations of Skate Canada Manitoba as outlined in the Skate Canada Manitoba Local Organizing Committee (LOC) Guidelines, Technical Package and Competition Announcement.

- Any changes to the rules of Skate Canada which affect events held in Manitoba, will become effective automatically.

- Technical specifications and the qualifications for entry for the various competitions shall be as outlined in the Skate Canada Manitoba Local Organizing Committee (LOC) Guidelines, Technical Package and Competition Announcement.

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- Any changes to the rules of Skate Canada which affect events held in Manitoba, will become effective automatically.

- Technical specifications and the qualifications for entry for the various competitions shall be as outlined in the Skate Canada Manitoba Local Organizing Committee (LOC) Guidelines, Technical Package and Competition Announcement.
- Changes to the Skate Canada Manitoba Local Organizing Committee (LOC)

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| <ul style="list-style-type: none"> • Changes to the Skate Canada Manitoba Local Organizing Committee (LOC) Guidelines may be made by the Events Management Committee and/or the Executive Committee. Member clubs or individual members may submit their concerns or recommendations to the Events Management Committee for consideration. Such recommendations must be received no later than March 31st. Final approval shall be granted by the Executive Committee. • For all Skate Canada Manitoba Competitions, in events where there is a single entry, the following shall apply: <ul style="list-style-type: none"> ○ If the skater wishes to skate for Judges' comments/Report Card, the Host Committee shall retain the entry fee and a participation medal will be awarded ○ If the skater is invited to skate an exhibition performance, the full entry fee shall be refunded • The Local Organizing Committee for any Skate Canada Manitoba Competition shall provide a complimentary ticket for entry to: <ul style="list-style-type: none"> ○ All competitors and their properly accredited coaches ○ All assigned officials ○ Any other individuals at their own discretion • Immediately after the closing date of entries for any Skate Canada Manitoba Competitions, the Technical Representative shall: <ul style="list-style-type: none"> ○ Draw up a schedule of events ○ Draw up an ice time schedule ○ Compile a working schedule for all Technical Officials, Referees and Judges • Copies of the above two bullets (Draw up a schedule of events and Draw up an ice | <p>Guidelines may be made by the Events Management Committee and/or the Executive Committee. Member clubs or individual members may submit their concerns or recommendations to the Events Management Committee for consideration. Such recommendations must be received no later than March 31st. Final approval shall be granted by the Executive Committee.</p> <ul style="list-style-type: none"> • For all Skate Canada Manitoba Competitions, in events where there is a single entry, the following shall apply: <ul style="list-style-type: none"> ○ If the skater wishes to skate for Judges' comments/Report Card, the Host Committee shall retain the entry fee and a participation medal will be awarded ○ If the skater is invited to skate an exhibition performance, the full entry fee shall be refunded • The Local Organizing Committee for any Skate Canada Manitoba Competition shall provide a complimentary ticket for entry to: <ul style="list-style-type: none"> ○ All competitors and their properly accredited coaches ○ All assigned officials ○ Any other individuals at their own discretion • Immediately after the closing date of entries for any Skate Canada Manitoba Competitions, the Technical Representative shall: <ul style="list-style-type: none"> ○ Draw up a schedule of events ○ Draw up an ice time schedule ○ Compile a working schedule for all Technical Officials, Referees and Judges • Copies of the above two bullets (Draw up a schedule of events and Draw up an ice time schedule) are to be forwarded to the Skate Canada Manitoba Office for circulation to coaches, competitors and |
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| <p>time schedule) are to be forwarded to the Skate Canada Manitoba Office for circulation to coaches, competitors and officials, as outlined in the Local Organizing Committee (LOC) Guidelines.</p> <ul style="list-style-type: none"> • There will be no childcare expenses paid by a Local Organizing Committee for any Skate Canada Manitoba Competition/Event unless expenses have been approved prior to the competition. • Officials attending Skate Canada Manitoba events and requiring accommodations will be housed in double rooms, with a room-mate, subject to exceptions as approved by the Executive Director. Officials wishing not to share a room will be required to pay half the room charge. Technical Representatives for Skate Canada Manitoba Sectional Championships, Manitoba Open, Prairie Regional Synchronized Skating Championship and Manitoba STARSkate Championships are entitled to a single room but are encouraged to share accommodation. • Officials are also expected to carpool wherever possible travelling to and from all competitions. • When competitions and assessment days are scheduled on adjacent dates, using the same Officials, the Officials expenses shall be split 50/50 between the competition and the assessment day. • Should any Manitoba Competition require a change of date due to circumstances beyond the control of Skate Canada Manitoba, consideration will be given to refunds under the following conditions: <ul style="list-style-type: none"> ○ Refund requests must be submitted in writing to Skate Canada Manitoba and the Local | <p>officials, as outlined in the Local Organizing Committee (LOC) Guidelines.</p> <ul style="list-style-type: none"> • There will be no childcare expenses paid by a Local Organizing Committee for any Skate Canada Manitoba Competition/Event unless expenses have been approved prior to the competition. • Officials attending Skate Canada Manitoba events and requiring accommodations will be housed in double rooms, with a room-mate, subject to exceptions as approved by the Executive Director. Officials wishing not to share a room will be required to pay half the room charge. Technical Representatives for Skate Canada Manitoba Sectional Championships, Manitoba Open, Prairie Regional Synchronized Skating Championship and Manitoba STARSkate Championships are entitled to a single room but are encouraged to share accommodation. • Officials are also expected to carpool wherever possible travelling to and from all competitions. • When competitions and assessment days are scheduled on adjacent dates, using the same Officials, the Officials expenses shall be split 50/50 between the competition and the assessment day. • Should any Manitoba Competition require a change of date due to circumstances beyond the control of Skate Canada Manitoba, consideration will be given to refunds under the following conditions: <ul style="list-style-type: none"> ○ Refund requests must be submitted in writing to Skate Canada Manitoba and the Local Organizing Committee within seven (7) days of notification of the change of date |
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| <p>Organizing Committee within seven (7) days of notification of the change of date</p> <ul style="list-style-type: none"> ○ Attached to the refund request must be a reasonable explanation for not attending <ul style="list-style-type: none"> • The Local Organizing Committee will prepare a budget for the competition and submit it to the Events Management Committee for approval prior to the release of the official competition announcement, as outlined in the Local Organizing Committee Guidelines. • The Local Organizing Committee will enter into an agreement with the Section detailing the requirements of Skate Canada Manitoba sponsorship rights and conditions, and any pertinent requirements of the competition. • The Local Organizing Committee will not be eligible for any reimbursement from Skate Canada Manitoba for any loss. • The closing date of entries shall be at least thirty-five (35) days prior to the first day of competition. No late entries will be accepted. • All entry fees will be reviewed annually by the Events Management Committee and approved by the Executive Committee. • The Announcement for competition shall be posted and/or available electronically not less than eight (8) weeks prior to the competition date. | <ul style="list-style-type: none"> ○ Attached to the refund request must be a reasonable explanation for not attending <ul style="list-style-type: none"> • The Local Organizing Committee will prepare a budget for the competition and submit it to the section office for review prior to the release of the official competition announcement, as outlined in the Local Organizing Committee Guidelines. • The Local Organizing Committee will enter into an agreement with the Section detailing the requirements of Skate Canada Manitoba sponsorship rights and conditions, and any pertinent requirements of the competition. • The Local Organizing Committee will not be eligible for any reimbursement from Skate Canada Manitoba for any loss. • The closing date of entries shall be at least thirty-five (35) days prior to the first day of competition. No late entries will be accepted. • All entry fees will be set annually by the Executive Committee based upon the recommendations of the Events Management Committee. • The Announcement for competition shall be posted and/or available electronically not less than eight (8) weeks prior to the competition date. |
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Rationale: To align policy with current practice.

Effective: Immediately

AMENDMENT: MB2021/2
SUBMITTED BY: EXECUTIVE COMMITTEE
RULE NUMBER/NAME: A.127 **NEW**
RULE NAME: GOVERNANCE; COVID-19 ILLNESS POLICY

| PRESENT | PROPOSED |
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| None | <p>In this policy, “Participant” includes an employee, coach, volunteer, skater, official or parent/spectator.</p> <p>Inform an individual in a position of authority (coach, club administrator) immediately if, you feel any symptoms of COVID-19 such as fever, chills, cough, shortness of breath, sore throat and painful swallowing, stuffy or runny nose, loss of sense of smell, headache, muscle aches, fatigue and loss of appetite.</p> <p>Assessment</p> <ul style="list-style-type: none"> • Participants must have a daily verbal screening for symptoms upon arrival at the entrance of the facility. • Administrators/coaches will visually monitor participants to assess any early warning signs as to the status of their health and to touch base on how they are regarding their personal safety throughout the workday/practice/activity. • If Participants are unsure please have them use the self-assessment tool https://sharedhealthmb.ca/covid19/screening-tool/. <p>If a Participant is feeling sick with COVID-19 symptoms</p> <ul style="list-style-type: none"> • They should remain at home and contact Health Links – Info Sante at 204-788-8200 or 1-888-315-9257 (toll-free). • If they feel sick and /or are showing symptoms while at work/practice/activity, they should be sent home immediately and have them contact Health Links – Info Sante at 204-788-8200 or 1-888-315-9257 (toll-free) or a doctor for further guidance. • No Participant may participate in a practice/activity if they are symptomatic. |

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| | <p>If a Participant tests positive for COVID-19</p> <ul style="list-style-type: none"> • The Participant will not be permitted to return to the workplace/practice/facility until they are free of the COVID-19 virus as verified by a medical professional. • Any Participants who work/practice closely with the infected participant will also be removed from the workplace/practice/facility for at least 14 days to ensure the infection does not spread further. • Close off, clean and disinfect their work/practice/facility area immediately and any surfaces that could have potentially be infected/touched. • If any participant tests positive, the club/skating school must inform the Manitoba Section Office of the test positive case by emailing skate.admin@sportmanitoba.ca <p>If a Participant has been tested and is waiting for the results of a COVID-19 Test</p> <ul style="list-style-type: none"> • As with the confirmed case, the Participant must be removed from the workplace/practice/facility. • The Public Health Agency of Canada advises that any person who has even mild symptoms to stay home and call the public health authority of Manitoba. • Other Participants who may have been exposed will be informed and removed from the workplace/practice/activity for at least 14 days or until the diagnosis of COVID-19 is ruled out by health authorities. • The workspace/practice/activity space will be closed off, cleaned, and disinfected immediately and any other surfaces that could have potentially been infected/touched. <p>If a Participant has come in to contact with someone who is confirmed to have COVID-19</p> <ul style="list-style-type: none"> • Participants must advise their coach/club administrator if they reasonably believe they have been exposed to COVID-19. • Once the contact is confirmed, the Participant will be removed from the workplace/practice/activity for at least 14 days or as otherwise directed by public health authorities. Participants who may have come into close contact with the |
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| | <p>Participant will also be removed from the workplace/practice/activity for at least 14 days.</p> <ul style="list-style-type: none"> The workspace/activity area will be closed off, cleaned, and disinfected immediately and any other surfaces that could have potentially been infected/touched. <p>Quarantine or Self-Isolate if:</p> <ul style="list-style-type: none"> Any Participant or someone from your household who has travelled outside of Manitoba but within Canada in the last 14 days please refer to the current Manitoba Government guidelines PRIOR to entering any part o the facility. LINK https://www.gov.mb.ca/covid19/restoring/index.html Any Participant or someone from your household who has travelled outside of Canada within the last 14 days please refer to the current Federal Government regulations PRIOR to entering any part of the facility. LINK https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/latest-travel-health-advice.html Any Participant with any symptoms of COVID-19 is not permitted to enter any part of the facility and must quarantine and self-isolate. Any Participant from a household with someone showing symptoms of COVID-19 is not permitted to enter any part of the facility and must quarantine and self-isolate as directed by medical professionals. Any Participant who is in quarantine or self-isolating as a result of contact with an infected person or in families who are self-isolating, is not permitted to enter any part of the facility. <p>NOTE: due to fluid changes of our environment these rules are subject to change based upon Provincial or Federal Government requirements.</p> |
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Rationale: To adopt an illness policy to provide guidance during the COVID-19 pandemic.

Effective: Immediately

AMENDMENT: MB2021/3

SUBMITTED BY: EXECUTIVE COMMITTEE

RULE NUMBER/NAME: B.101

RULE NAME: ATHLETES COACHES OFFICIALS; ATHLETE CODE OF CONDUCT

PRESENT

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| <p>The following Code of Conduct shall be signed by:</p> <ul style="list-style-type: none"> ○ All Team Toba High Performance and Elite members ○ All skaters representing Skate Canada Manitoba prior to being allowed to enter a National Competition <p><u>Athlete Code of Conduct</u></p> <ul style="list-style-type: none"> • Skate Canada Manitoba team member athletes are representatives of Skate Canada Manitoba, and Skate Canada. It is important that team members conduct themselves at all times in a manner that reflects a positive image of Manitoba, Skate Canada Manitoba and its members, your club and your family. • Skaters representing Skate Canada Manitoba shall: <ul style="list-style-type: none"> ○ Conduct themselves in a reasonable and acceptable manner. Unacceptable behavior includes, but is not limited to: <ul style="list-style-type: none"> ▪ Unsportsmanlike conduct ▪ Breaking training or curfew regulations as may be established from time to time ▪ Willful damage to property (any such damage will be assessed to the skaters concerned) ▪ Committing any act which is considered an offense under any municipal, provincial or federal law |
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| <p>The following Code of Conduct shall be signed by:</p> <ul style="list-style-type: none"> ○ All Team Athletes ○ All skaters representing Skate Canada Manitoba prior to being allowed to enter a National Competition <p><u>Athlete Code of Conduct</u></p> <ul style="list-style-type: none"> • Skate Canada Manitoba team member athletes are representatives of Skate Canada Manitoba, and Skate Canada. It is important that team members conduct themselves at all times in a manner that reflects a positive image of Manitoba, Skate Canada Manitoba and its members, your club and your family. • Skaters representing Skate Canada Manitoba shall: <ul style="list-style-type: none"> ○ Conduct themselves in a reasonable and acceptable manner. Unacceptable behavior includes, but is not limited to: <ul style="list-style-type: none"> ▪ Unsportsmanlike conduct ▪ Breaking training or curfew regulations as may be established from time to time ▪ Willful damage to property (any such damage will be assessed to the skaters concerned) ▪ Committing any act which is considered an offense under any municipal, provincial or federal law |
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| <ul style="list-style-type: none"> ▪ Any action or conduct, which could damage the reputation of the Provincial team, Skate Canada Manitoba or Skate Canada ○ Not possess nor use alcohol, cannabis, smoking devices such as ecigarettes or vaping, or tobacco in any form within the immediate area of any figure skating activity or event (i.e. arena, lodging, etc.), nor supply such substances to others. Underage members shall not possess or use alcohol or tobacco at any time. ○ Refrain from the possession or use of any drug other than medical drugs, which must be registered in advance with the official responsible. Competitors shall refrain from the use of medical drugs except those on the list of permitted drugs as listed in the Sports Medicine Council of Canada's "Banned, Restricted and Permissible Substances and Methods" <ul style="list-style-type: none"> • Contravention of the Skate Canada Anti-Doping Policy and Doping Control Program rules will be dealt with by Skate Canada Manitoba, which shall implement such action, as it deems appropriate. • Infractions in this code of conduct may result in all or any of the following penalties: <ul style="list-style-type: none"> ○ Removal of funding ○ Return to residence at own expense ○ Temporary suspension from the Manitoba Team | <ul style="list-style-type: none"> ▪ Any action or conduct, which could damage the reputation of the Provincial team, Skate Canada Manitoba or Skate Canada ○ Not possess nor use alcohol, cannabis, smoking devices such as ecigarettes or vaping, or tobacco in any form within the immediate area of any figure skating activity or event (i.e. arena, lodging, etc.), nor supply such substances to others. Underage members shall not possess or use alcohol or tobacco at any time. ○ Refrain from the possession or use of any drug other than medical drugs, which must be registered in advance with the official responsible. Competitors shall refrain from the use of medical drugs except those on the list of permitted drugs as listed in the Sports Medicine Council of Canada's "Banned, Restricted and Permissible Substances and Methods" <ul style="list-style-type: none"> • Contravention of the Skate Canada Anti-Doping Policy and Doping Control Program rules will be dealt with by Skate Canada Manitoba, which shall implement such action, as it deems appropriate. • Infractions in this code of conduct may result in all or any of the following penalties: <ul style="list-style-type: none"> ○ Removal of funding ○ Return to residence at own expense ○ Temporary suspension from the Manitoba Team |
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| <ul style="list-style-type: none"> ○ Permanent suspension from the Manitoba Team <ul style="list-style-type: none"> • Skaters attending any Skate Canada National, Section or Regional supported competition/event must attend all scheduled programs/workshops in their entirety. Failure to do so will result in loss of Skate Canada Manitoba funding and support. • The Policy will be enforced by the Team Managers or duly appointed person in charge of the skaters. <p>Appeals to the decision of the Team Managers and duly appointed person in charge may be made first to the Section Executive Committee and ultimately to the Skate Canada Manitoba Board of Directors.</p> | <ul style="list-style-type: none"> ○ Permanent suspension from the Manitoba Team <ul style="list-style-type: none"> • Skaters attending any Skate Canada National, Section or Regional supported competition/event must attend all scheduled programs/workshops in their entirety. Failure to do so will result in loss of Skate Canada Manitoba funding and support. • The Policy will be enforced by the Team Managers or duly appointed person in charge of the skaters. <p>Appeals to the decision of the Team Managers and duly appointed person in charge may be made first to the Section Executive Committee and ultimately to the Skate Canada Manitoba Board of Directors.</p> |
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Rationale: To ensure that the policy applies to all members of section team(s), regardless of name of the team.

Effective: Immediately

AMENDMENT: MB2021/4
SUBMITTED BY: EXECUTIVE COMMITTEE
RULE NUMBER/NAME: 1.2 Q
RULE NAME: BY-LAWS DEFINITION DIRECTOR

PRESENT

PROPOSED

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| <i>q. Director</i> – an individual elected or appointed to serve as an Director of the Corporation pursuant to these By-laws | Delete |
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Rationale: Duplicate

Effective: Immediately

AMENDMENT: MB2021/5
SUBMITTED BY: EXECUTIVE COMMITTEE
RULE NUMBER/NAME: NEW
RULE NAME: GOVERNANCE; CONFIDENTIALITY POLICY

| PRESENT | PROPOSED |
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| None | <p>“Organization” refers to: Skate Canada Manitoba Inc</p> <p><u>Purpose</u></p> <ul style="list-style-type: none"> The purpose of this Policy is to ensure the protection of Confidential Information that is proprietary to the Organization. <p><u>Application of this Policy</u></p> <ul style="list-style-type: none"> This Policy applies to all categories of membership defined in the Organization’s Bylaws as well as all individuals employed by, or engaged in activities with, the Organization. Persons affected by this Policy include, but are not limited to, athletes, coaches, clubs, officials, volunteers, managers, administrators, committee members, and Directors and Officers of the Organization (hereinafter “Representatives”). <p><u>Confidential Information</u></p> <ul style="list-style-type: none"> The term “Confidential Information” includes, but is not limited to, the following: <ul style="list-style-type: none"> Personal information of Organization Representatives including: <ul style="list-style-type: none"> Home address Email address Personal phone numbers Date of birth Financial information Medical history Criminal Record Checks Organization intellectual property, proprietary information, and business related to the Organization’s programs, fundraisers, procedures, business methods, forms, policies, marketing and development plans, advertising programs, creative and training materials, trade secrets, knowledge, techniques, data, products, technology, computer programs, manuals, registration lists, software, |

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| | <p>financial information, and information that is not generally or publicly known or distributed.</p> <ul style="list-style-type: none"> • Confidential Information does not include the following: name, title, business address, work telephone number, or any other information widely available or posted publicly. • Representatives voluntarily publishing or consenting to the publication of basic personal information in a public forum (such as the listing of an email address on a website) forfeit the expectation of confidentiality for that personal information for as long as it is available publicly. <p><u>Responsibilities</u></p> <ul style="list-style-type: none"> • Representatives will not, either during the period of their involvement/employment with the Organization or at any time, thereafter, disclose to any person or organization any Confidential Information acquired during their period of involvement/employment, unless expressly authorized to do so. • Representatives will not publish, communicate, divulge, or disclose to any unauthorized person, firm, corporation, or third party any Confidential Information without the express written consent of the Organization. • Representatives will not use, reproduce, or distribute Confidential Information without the express written consent of the Organization. • All files and written materials relating to Confidential Information will remain the property of the Organization and, upon termination of involvement/employment with the Organization or upon request of the Organization, Representatives will immediately return all written or tangible Confidential Information, as well as copies and reproductions, and any other media containing Confidential Information. |
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| | <p><u>Intellectual Property</u></p> <ul style="list-style-type: none"> • Copyright and any other intellectual property rights for all written material (including material in electronic format or posted on a website) and other works produced in connection with employment or involvement with the Organization will be owned solely by the Organization, which shall have the right to use, reproduce, or distribute such material and works, in whole or in part, for any purpose it wishes. The Organization may grant permission for others to use its intellectual property. <p><u>Enforcement</u></p> <ul style="list-style-type: none"> • A breach of any provision in this Policy may be subject to legal recourse, termination of the employment or volunteer position, or sanctions pursuant to the Organization's <i>Discipline and Complaints Policy</i>. |
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Rationale: Standing Rule A.101 references a Confidentiality Policy but there is not one currently within our Standing Rules.

Effective: Immediately

AMENDMENT: MB2021/6

SUBMITTED BY: EXECUTIVE COMMITTEE & EVENTS MANAGEMENT COMMITTEE

RULE NUMBER/NAME: A.118

RULE NAME: GOVERNANCE; CHAMPIONSHIPS REGULATIONS

PRESENT

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| <p><u>General Regulations</u></p> <ul style="list-style-type: none"> General Regulations will apply to all Skate Canada Manitoba sanctioned competitions. The following competitions list may change from time to time by Board of Director approval: <ul style="list-style-type: none"> Skate Canada Manitoba Sectional Championships STARSkate Regional Championships STARSkate Provincial Championships Manitoba Open Free Skate Competition Manitoba Synchronized Skating Championships Crocus Invitational Prairie Regional Synchronized Skating Championships (every second year) Other events as authorized by Skate Canada Manitoba All sanctioned figure skating competitions held in Manitoba shall be governed by the rules of Skate Canada and the rules and regulations of Skate Canada Manitoba as outlined in the Skate Canada Manitoba Local Organizing Committee (LOC) Guidelines, Technical Package and Competition Announcement. Skate Canada Manitoba will pay any expenses, which conform to the Skate Canada Manitoba guidelines, for the following people to attend the Skate Canada Manitoba STARSkate Provincial Championships: |
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| <p><u>General Regulations</u></p> <ul style="list-style-type: none"> General Regulations will apply to all Skate Canada Manitoba sanctioned competitions. The following competitions list may change from time to time by Board of Director approval: <ul style="list-style-type: none"> Skate Canada Manitoba Sectional Championships STARSkate Regional Championships STARSkate Provincial Championships Manitoba Open Free Skate Competition Manitoba Synchronized Skating Championships Crocus Invitational Prairie Regional Synchronized Skating Championships (every second year) Other events as authorized by Skate Canada Manitoba All sanctioned figure skating competitions held in Manitoba shall be governed by the rules of Skate Canada and the rules and regulations of Skate Canada Manitoba as outlined in the Skate Canada Manitoba Local Organizing Committee (LOC) Guidelines, Technical Package and Competition Announcement. Skate Canada Manitoba may pay any expenses, which conform to the Skate Canada Manitoba guidelines, for anyone designated to attend by the Section Chair. |
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| <p>i) Anyone designated by the Chair of the Manitoba Section.</p> <p>ii) The Region Director, or designate, of the host region.</p> <ul style="list-style-type: none"> Any changes to the rules of Skate Canada which affect events held in Manitoba, will become effective automatically. Technical specifications and the qualifications for entry for the various competitions shall be as outlined in the Skate Canada Manitoba Local Organizing Committee (LOC) Guidelines, Technical Package and Competition Announcement. Changes to the Skate Canada Manitoba Local Organizing Committee (LOC) Guidelines may be made by the Events Management Committee and/or the Executive Committee. Member clubs or individual members may submit their concerns or recommendations to the Events Management Committee for consideration. Such recommendations must be received no later than March 31st. Final approval shall be granted by the Executive Committee. For all Skate Canada Manitoba Competitions, in events where there is a single entry, the following shall apply: <ul style="list-style-type: none"> If the skater wishes to skate for Judges' comments/Report Card, the Host Committee shall retain the entry fee and a participation medal will be awarded If the skater is invited to skate an exhibition performance, the full entry fee shall be refunded The Local Organizing Committee for any Skate Canada Manitoba Competition shall provide a complimentary ticket for entry to: | <ul style="list-style-type: none"> Any changes to the rules of Skate Canada which affect events held in Manitoba, will become effective automatically. Technical specifications and the qualifications for entry for the various competitions shall be as outlined in the Skate Canada Manitoba Local Organizing Committee (LOC) Guidelines, Technical Package and Competition Announcement. Changes to the Skate Canada Manitoba Local Organizing Committee (LOC) Guidelines may be made by the Events Management Committee and/or the Executive Committee. Member clubs or individual members may submit their concerns or recommendations to the Events Management Committee for consideration. Such recommendations must be received no later than March 31st. Final approval shall be granted by the Executive Committee. For all Skate Canada Manitoba Competitions, in events where there is a single entry, the following shall apply: <ul style="list-style-type: none"> If the skater wishes to skate for Judges' comments/Report Card, the Host Committee shall retain the entry fee and a participation medal will be awarded If the skater is invited to skate an exhibition performance, the full entry fee shall be refunded The Local Organizing Committee for any Skate Canada Manitoba Competition shall provide a complimentary ticket for entry to: <ul style="list-style-type: none"> All competitors and their properly accredited coaches All assigned officials Any other individuals at their own discretion |
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| <ul style="list-style-type: none"> ○ All competitors and their properly accredited coaches ○ All assigned officials ○ Any other individuals at their own discretion <ul style="list-style-type: none"> • Immediately after the closing date of entries for any Skate Canada Manitoba Competitions, the Technical Representative shall: <ul style="list-style-type: none"> ○ Draw up a schedule of events ○ Draw up an ice time schedule ○ Compile a working schedule for all Technical Officials, Referees and Judges • Copies of the above two bullets (Draw up a schedule of events and Draw up an ice time schedule) are to be forwarded to the Skate Canada Manitoba Office for circulation to coaches, competitors and officials, as outlined in the Local Organizing Committee (LOC) Guidelines. • There will be no childcare expenses paid by a Local Organizing Committee for any Skate Canada Manitoba Competition/Event unless expenses have been approved prior to the competition. • Officials attending Skate Canada Manitoba events and requiring accommodations will be housed in double rooms, with a room-mate, subject to exceptions as approved by the Executive Director. Officials wishing not to share a room will be required to pay half the room charge. Technical Representatives for Skate Canada Manitoba Sectional • Championships, Manitoba Open, Prairie Regional Synchronized Skating Championship and Manitoba STARSkate Championships are entitled to a single room but are encouraged to share accommodation. Officials are also | <ul style="list-style-type: none"> • Immediately after the closing date of entries for any Skate Canada Manitoba Competitions, the Technical Representative shall: <ul style="list-style-type: none"> ○ Draw up a schedule of events ○ Draw up an ice time schedule ○ Compile a working schedule for all Technical Officials, Referees and Judges • Copies of the above two bullets (Draw up a schedule of events and Draw up an ice time schedule) are to be forwarded to the Skate Canada Manitoba Office for circulation to coaches, competitors and officials, as outlined in the Local Organizing Committee (LOC) Guidelines. • There will be no childcare expenses paid by a Local Organizing Committee for any Skate Canada Manitoba Competition/Event unless expenses have been approved prior to the competition. • Officials attending Skate Canada Manitoba events and requiring accommodations will be housed in double rooms, with a room-mate, subject to exceptions as approved by the Executive Director. Officials wishing not to share a room will be required to pay half the room charge. Technical Representatives for Skate Canada Manitoba Sectional • Championships, Manitoba Open, Prairie Regional Synchronized Skating Championship and Manitoba STARSkate Championships are entitled to a single room but are encouraged to share accommodation. Officials are also expected to carpool wherever possible travelling to and from all competitions. • When competitions and assessment days are scheduled on adjacent dates, using the same Officials, the Officials travel |
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| <p>expected to carpool wherever possible travelling to and from all competitions.</p> <ul style="list-style-type: none"> • When competitions and assessment days are scheduled on adjacent dates, using the same Officials, the Officials expenses shall be split 50/50 between the competition and the assessment day. • Should any Manitoba Competition require a change of date due to circumstances beyond the control of Skate Canada Manitoba, consideration will be given to refunds under the following conditions: <ul style="list-style-type: none"> ○ Refund requests must be submitted in writing to Skate Canada Manitoba and the Local Organizing Committee within seven (7) days of notification of the change of date ○ Attached to the refund request must be a reasonable explanation for not attending • The Local Organizing Committee will prepare a budget for the competition and submit it to the Events Management Committee for approval prior to the release of the official competition announcement, as outlined in the Local Organizing Committee Guidelines. • The Local Organizing Committee will enter into an agreement with the Section detailing the requirements of Skate Canada Manitoba sponsorship rights and conditions, and any pertinent requirements of the competition. • The Local Organizing Committee will not be eligible for any reimbursement from Skate Canada Manitoba for any loss. • The closing date of entries shall be at least thirty-five (35) days prior to the first day of competition. No Late entries will be accepted. | <p>expenses shall be split 50/50 between the competition and the assessment day.</p> <ul style="list-style-type: none"> • Should any Manitoba Competition require a change of date due to circumstances beyond the control of Skate Canada Manitoba, consideration will be given to refunds under the following conditions: <ul style="list-style-type: none"> ○ Refund requests must be submitted in writing to Skate Canada Manitoba and the Local Organizing Committee within seven (7) days of notification of the change of date ○ Attached to the refund request must be a reasonable explanation for not attending • The Local Organizing Committee will prepare a budget for the competition and submit it to the Events Management Committee for approval prior to the release of the official competition announcement, as outlined in the Local Organizing Committee Guidelines. • The Local Organizing Committee will enter into an agreement with the Section detailing the requirements of Skate Canada Manitoba sponsorship rights and conditions, and any pertinent requirements of the competition. • The Local Organizing Committee will not be eligible for any reimbursement from Skate Canada Manitoba for any loss. • The closing date of entries shall be at least thirty-five (35) days prior to the first day of competition. No Late entries will be accepted. • All entry fees will be reviewed annually by the Events Management Committee and approved by the Executive Committee. |
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| <ul style="list-style-type: none"> • All entry fees will be reviewed annually by the Events Management Committee and approved by the Executive Committee. <p>The Announcement for competition shall be posted and/or available electronically not less than eight (8) weeks prior to the competition date.</p> | <p>The Announcement for competition shall be posted and/or available electronically not less than eight (8) weeks prior to the competition date.</p> |
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Rationale: To align policy with current practice and to provide clarification.

Effective: Immediately

AMENDMENT: MB2021/7
SUBMITTED BY: EXECUTIVE COMMITTEE
RULE NUMBER/NAME: A.122
RULE NAME: GOVERNANCE; COMPUTERS

PRESENT

- The Local Organizing Committee (LOC) of all competitions will be charged a fee for the computer equipment used by the Data Specialists at the competition. The fee will be set by the Executive Committee at the start of each season based upon the recommendations of the Data Specialists Committee.
- Data Specialists are to use the Skate Canada Manitoba computers and printers to setup and run the competitions.

PROPOSED

Delete

Rationale: Delete the current rule and will be combining it with a new rule for all Skate Canada Manitoba equipment.

Effective: Immediately

AMENDMENT: MB2021/8

SUBMITTED BY: EXECUTIVE COMMITTEE

RULE NUMBER/NAME: A.123

RULE NAME: GOVERNANCE; SKATE CANADA MANITOBA SOUND EQUIPMENT

| PRESENT | PROPOSED |
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| <p>Skate Canada Manitoba shall rent the use of Section owned sound reproduction equipment and/or speaker system under the following conditions:</p> <ul style="list-style-type: none"> ○ Clubs must request the loan from the Audio Electronics Chair. ○ The equipment will only be loaned when the services of an Events Chief Operator is also requested and is available. ○ It will be the responsibility of the Club requesting the equipment to provide transportation of the equipment if necessary to and from the Section Office within the dates prescribed by the Audio Electronics Chair. ○ It will be the responsibility of the Club requesting the equipment to pay all expenses incurred by the Events Chief Operator. ○ The fee schedule will be set by the Executive Committee at the start of each season based upon the recommendations from the Audio Committee. ○ The requesting Club will be charged for all repairs caused by negligent care while the equipment is in their custody. ○ This rule will apply to all competitions, test days and ice shows which request the use of the Section owned sound equipment. ○ This rule shall be reviewed annually. | <p>Delete</p> |

Rationale: Delete the current rule and will be combining it with a new rule for all Skate Canada Manitoba equipment.

Effective: Immediately

AMENDMENT: MB2021/9
SUBMITTED BY: EXECUTIVE COMMITTEE
RULE NUMBER/NAME: NEW
RULE NAME: GOVERNANCE; SKATE CANADA MANITOBA EQUIPMENT

| PRESENT | PROPOSED |
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| None | <p>Skate Canada Manitoba approved equipment will be used for all competitions sanctioned by Skate Canada Manitoba. There will be a fee charged to the organizing committee for use of any equipment, and it is their responsibility to pay expenses. The requesting organizing committee will be charged for all repairs caused by negligent care while the equipment is in their custody.</p> <p>Rules and fees pertaining to Skate Canada Manitoba equipment will be reviewed annually by SCMB executive with the recommendation of the respective committees.</p> <p><u>Data</u></p> <ul style="list-style-type: none"> The Data Committee is responsible for the general upkeep of the data equipment and printers used at all SCMB competitions. <p><u>Audio/Sound Equipment</u></p> <p>Audio and sound equipment refers to audio computers, speakers, cables, headsets, and microphones</p> <ul style="list-style-type: none"> The Audio committee is responsible for general upkeep of all audio equipment. SCMB audio equipment will be used at SCMB competitions. Request for audio can be requested for FunSkates by the organizing committee. Requests are to be sent to the Audio Chair. All SCMB audio equipment will only be used by a trained SCMB Audio Technician. It will be the responsibility of the organizing committee requesting the equipment to pay all travel expenses incurred by the Events Technicians. It will be the responsibility of the organizing committee requesting the equipment to provide transportation of the equipment if necessary to and from the Section Office within the dates prescribed by the Audio Electronics Chair. |

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| | <ul style="list-style-type: none"> Local organizing committees are responsible for all music fees payable to user's i.e. Entandem, SOCAN & Re: Sound. <p><u>Video Replay</u></p> <ul style="list-style-type: none"> Authorized SCMB video replay equipment is the only equipment to be used at SCMB competitions in conjunctions with SCMB Competition Scoring System on the SCMB Data System. |
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Rationale: The following rule is proposed to replace current standing rules A.122 and A.123. The proposed rule also incorporates video replay equipment.

Effective: Immediately