



May 20, 2026

VALLEY JETS REGIONAL U13AAA TERMS OF REFERENCE

1) Mission:

- a) To establish a committee, that offers fair and equitable representation from each of the 4x MHAs.
- b) To provide a “two-way” communications conduit, between the HOST MHA and remaining MHAs, regional Valley Jets U13AAA program.
- c) To create a collaborative management team that represents the best interests of young hockey players.
- d) To provide a seamless transition every 3 years, between AMHA and WVMHA

2) Responsible to:

- a) Acadia Minor Hockey President
- b) Clare Digby Minor Hockey President
- c) West Hants Minor Hockey President
- d) Western Valley Minor Hockey President

3) Mandate:

- a) The activities of this committee are to be carried out within the boundaries of the Regional Team as prescribed by the Nova Scotia Minor Hockey Council, subject to change from time to time, and shall be consistent with the rulings of Hockey Nova Scotia.
- b) The Valley Jets AAA team is a member of Hockey Nova Scotia and Hockey Canada, the governing bodies of amateur hockey. It is the responsibility of the Host Association to administer and adhere to the by-laws, policies, and regulations of such governing bodies. Committee will review decisions pertaining to the evaluation and coach selection processes.

4) Committee Composition:

- a) Committee Chair to be appointed by Host MHA
- b) Representative from AMHA
- c) Representative from CDMHA
- d) Representative from WHMHA
- e) Representative from WVMHA
- f) Committee members must hold themselves to a high standard of confidentiality and integrity. Committee members found to be operating in poor faith, will be reported to Committee Chair and/or HNS and removed.

5) Membership:

- a) The representative will be appointed by their respective MHA President or designate
- b) A parent or immediate family member of a U13 aged player **SHALL NOT** be appointed to the committee
- c) If at any time a committee member is found to be in conflict of interest with players or bench staff, that member will be removed immediately until further review

6) Term of Office:

- a) 1 year

7) Meetings:

- a) The committee shall meet in person or virtually as required by the committee chair
- b) Committee representatives shall make all valent attempts to attend meetings in person to ensure their MHA is effectively represented
- c) Representatives and Committee Chair are expected to report back to their respective MHA Presidents

8) Coach Selection:

- a) **Head Coach, committee recommended from a third-party Interview Process**
- b) Committee approves bench staff selected by Head Coach. **Committee members must demonstrate good reasons for disqualification**
- c) Any changes or request to alter the bench staff composition must be approved by the HNSMC through the RD and Conference Coordinator
- d) Third-party interview process for Head Coach will be managed by committee. A consistent selection process to be determined by Committee. Third party comprised of community members, former or current athletes in good standing, with experience in player development and positive athletic experiences.

9) Ice Scheduling:

- a) Practices to be shared 50/50 between AMHA/WVMHA. Host MHA will host home games. Committee, league and team staff will work to have home games distributed throughout the region to allow players and family to play in their own communities.

10) Development:

a) The committee will work together to provide a long-term development plan to be hosted by WVMHA. Collaboration with Acadia, Valley Wild Cats Jr A, will be resources to positively effect player experience and development.

11) Player Evaluation:

- a) Process will follow the Tryout Policy approved by the Committee
- b) AMHA will host the evaluation process. Third Party evaluators (Acadia Axeman and/or MHAs approved evaluators) will provide an unbiased, confidential evaluation, recording scores in a data collection system. An administrator will be preapproved by the committee to record, group and report the list to the committee. Evaluation will be independent of any other U13 tryout processes.
- c) U13AAA Chair or Designate, approved by committee, will execute and oversee all aspects of the evaluation process
- d) Third party evaluators, approved by Committee
- e) 1 X evaluator AMHA
- f) 1 X evaluator CDMHA
- g) 1 X evaluator WHMHA
- h) 1 X evaluator WVMHA
- i) ** Perspective evaluators must have no conflict of interest and be approved by the U13AAA Committee after appointed by respective MHA Presidents

12) Risk Management:

a) To be reported to Head Coach or Manager, and appropriately reassigned by Host MHA to an unbiased MHA's Risk Management team or HNS

13) Registration:

- a) Player registration for evaluations through Host MHA
- b) Player registration for U13AAA season through Host MHA via respective MHA Gray Jay
- c) Responsibility of home MHAs to forward evaluation and registration funds to Host MHA, where applicable