



**Enderby Minor Baseball  
Association  
(EMBA)**

**2026 Policy Manual**

| Revision Table |                |                 |
|----------------|----------------|-----------------|
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## Mission Statement

Enderby Minor Baseball Association is a non-profit baseball association for both boys and girls located in Enderby, Armstrong, Spullemcheen & Area F. Our mission is to create positive baseball experiences for youth ages 5-18 by fostering teamwork, respect, and skill development in a welcoming and community-focused environment. Our association is managed by all volunteers.



# Code of Conduct

The Enderby Minor Baseball Association is dedicated to fostering a safe, respectful, and inclusive environment for all participants, including Managers, Coaches, Players, Parents, and Spectators. Our Code of Conduct is aligned with BC Minor Baseball's Rule 13 and is designed to ensure that everyone involved in our association acts in accordance with our core values of respect, fairness, and sportsmanship.

- **Zero Tolerance Policy:** The Association enforces a zero-tolerance policy for any form of verbal or physical abuse directed toward coaches, players, umpires, or any participants. This includes yelling, intimidation, threats, inappropriate gestures, and any form of bullying or harassment. Any violation will result in immediate disciplinary action, which may include ejection from games, suspension, or removal from the Association.
- **Respect for All:** All individuals are expected to treat one another with dignity and respect during games, practices, and all Association events. Discrimination, harassment, or unsportsmanlike behavior of any kind will not be tolerated.
- **Compliance with Rules:** Managers, Coaches, Players, Parents, and Spectators must comply with all Association and BC Minor Baseball rules, regulations, and policies at all times.
- **Supportive Environment:** Encouragement and positive reinforcement are expected from all adults and participants. Criticism, negative remarks, or disrespectful behavior toward players, coaches, officials, or other spectators is strictly prohibited.
- **Safety First:** All participants must refrain from using tobacco, cannabis, non-prescription drugs, or alcohol during Association events and on the playing field.
- **Accountability:** Any breach of this Code of Conduct may result in disciplinary action as outlined by the Association and BC Minor Baseball's Discipline Policy, including possible suspension or removal from the Association.

By participating in Enderby Minor Baseball Association activities, all Managers, Coaches, Players, Parents, and Spectators agree to uphold this Code of Conduct and contribute to a positive baseball experience for everyone.

Enderby Minor Baseball Association follows, endorses and supports BCMBA Rules, please review the BCMBA rulebook for further clarity.

# Uniform Policy

## 6U / 7U

### Players & Coaches

- EMBA provided team shirt and hat.
- Players keep hat and shirt at the end of the year.

## 9U / 11U / 13U / 15U / 18U

### Players

- Grey ball pants
- Team hat
- Tucked-in Jersey – NOTE: Only to be worn during games and not practices
- Coaches may allow shorts to be worn at certain practices, but full-length pants are required for all games.
- In cold or wet weather, a sweater or jacket is allowed, preferably branded with EMBA but not mandatory.
- Team jerseys are to be returned to the equipment manager at the end of the year.

### Coaches & Managers

- Grey ball pants or sport type pants (no jeans or shorts)
- Team hat
- Tucked-in Jersey – NOTE: Only to be worn during games and not practices
- In cold or wet weather, a sweater or jacket is allowed, preferably branded with EMBA but not mandatory.
- Team jerseys are to be returned to the equipment manager at the end of the year.

## EMBA Swag / Merchandise

EMBA will have a team store opened with The Source For Sports in Vernon where approved EMBA swag can be purchased at the beginning of the season.

Manufacturing or distributing EMBA logos is not allowed and must be approved by the board.

# Key Policy

## Grindrod Diamond

The Lock box roller code will be given to the association at the beginning of the season, and this code will only be shared with the EMBA board members as well as coach's that are using this location. The key in the lock box is to remain at the field and only removed from the lock box to unlock the lock on the field container. Please do not give the code to others.

## Enderby Riverside Park

One key will be issued to each head coach at the beginning of the season; this key will need to be returned at the end of the season to the equipment manager. No keys are to be duplicated. This key will open the equipment shed barn doors as well as the green boxes at the diamonds for field bases.

## Armstrong Diamond

One key will be issued to each head coach at the beginning of the season that practice/play at this location, this key will need to be returned at the end of the season to the equipment manager. No keys are to be duplicated.

**\*\*Armstrong will also provide a gate key for the field to each Coach too.**

**\*\*Please report any theft, damage, repairs as soon as possible\*\***

Each league will be provided with a separate washroom code to open the bathroom facilities during play. It is the responsibility of the last user group at the facility to ensure all doors are closed and locked. Vandalism of washrooms left open overnight may be billed to the last user group scheduled on that day.

## Field Policies

Field closures due to weather conditions or maintenance are at the discretion of Parks staff and will be posted on social media by 3pm on the day of the closure. For situations where weather changes (after 3pm) and allows for fields conditions to deteriorate or improve, the following policy will be in place:

- There is visual pooling of water on the infield greater than 2'x2'
- Water sponges when walking on the playing field. This may happen without water pooling.
- There are extreme weather conditions, e.g. electrical or hailstorms
- Field surface damage poses a risk to any user

**Note:** any pushing of water from the infields must not be pushed into the outfield area as it produces a lip that creates a hazard for participants. Nor should it be displaced into the dugout areas. If there is significant water to require this process, the fields should be considered closed.

## Field Maintenance Responsibilities

When there are multiple bookings (back-to-back) by different teams or user groups on the same diamond, the infield must be left in a good condition for the next user group to use. This will include raking out the batter's box and base runner's path as well as leaving the dugouts clear of garbage and debris. This will need to be completed during the allocated time of the earlier team.

When raking, user groups must be careful not to move the sport shale from the infield into the outfield area.

Be respectful of start and finish times; make sure your team has cleared the playing area and dugout in time for the next user group to start.

User groups are required to provide or arrange for their own equipment to meet the maintenance responsibility tasks.

Unless otherwise supplied by an event organizer or Parks Department, equipment including bases, plugs, rakes, scoops, chalk liners etc., are the responsibility of the user groups to provide and must be properly stored by the user groups.

## General Conduct

It is expected that all teams will demonstrate respect for the facility, players, coaches, officials and fans. These facilities are public places that are inclusive for all ages including small children. Please be conscious of your actions, language, and music choice and volume.

Respect teams that are on the field prior to your time slot, do not enter the field until they are finished.

Properly dispose of all recyclable containers and garbage.

No alcohol or smoking is allowed on or near the playing field.

# Fundraising Policy

All fundraising opportunities will be brought to the EMBA board. Teams are not permitted to do their own fundraising or accepting “team funds” from sponsors. This Policy is in place to protect our association sponsors to make sure they are getting the full advertisement promised to them.

# Lightning Policy

Enderby Minor Baseball Association believes in fostering a safe, welcoming, and inclusive environment for participants. When making decisions related to severe weather, the health and safety of participants shall be of the utmost concern. This document details procedures for responding to thunder and lightning events.

Further information on lightning safety can be found at:

[https://weather.gc.ca/index\\_e.html?layers=,,lightning](https://weather.gc.ca/index_e.html?layers=,,lightning)

## Suspension of Play

Upon hearing thunder or seeing lightning, the activity must be immediately suspended regardless of proximity to the thunder or lightning.

**Games:** Suspension of play is primarily the responsibility of the umpire. If thunder or lightning occurs and the umpires do not take immediate action, the coaches shall advise the umpires of what they have seen and request that the umpire suspends play. Should the umpire still fail to suspend play, both sets of coaches shall withdraw their teams from the field and proceed with the steps detailed in section 2.0 of this document.

**Pre-emptive Suspension:** Play may be suspended in advance of thunder and lightning based on forecasts, weather app data, or other relevant factors.

## Moving Participants and Spectators to a Safe Location

Immediately upon the suspension of play, all participants and spectators shall be moved to a safe location.

**Safe Locations:** A fully enclosed building with wiring and plumbing. If such a location is not available, a metal-roofed vehicle with its windows rolled up is recommended.

**Unsafe Locations:** Remaining in a dugout is not considered safe.

## Resuming Activity

Participants and spectators must wait 30 minutes after the last flash of lightning or rumble of thunder before returning to the field and resuming the activity.

## Exercising Personal Judgment

All participants, including players, coaches, and spectators, reserve the right to remove themselves from play if they feel uncomfortable or unsafe due to severe weather conditions.

Individuals should use their best judgment when deciding to remove themselves from play. If you feel unsafe, do not wait for official suspension and immediately seek a safe location as described in section 2.0.

## References

Environment Canada. (n.d.) - Lightning Safety. Retrieved from [https://weather.gc.ca/lightning/index\\_e.html](https://weather.gc.ca/lightning/index_e.html)

Government of Canada (n.d.) - Lightning Safety Overview. Retrieved from <https://www.canada.ca/en/environment-climate-change/services/lightning/safety/overview.html>

Canadian Red Cross. (n.d.) - Thunderstorms: Before, During & After Retrieved from <https://www.redcross.ca/how-we-help/emergencies-and-disasters-in-canada/types-of-emergencies/thunderstorms>

# Air Quality Policy

## Introduction

Enderby Minor Baseball believes in fostering a safe, welcoming, and inclusive environment for participants. When making decisions related to air quality, the health and safety of participants shall be of the utmost concern.

Air quality impacts individuals differently. This document will use the term ‘at-risk athletes’ to describe individuals most likely to experience health impacts related to poor air quality. An individual with a history of respiratory or cardiovascular conditions, young children, and the elderly may be considered at-risk. To determine if an individual is in the at-risk population, see Environment Canada’s website at:

<https://www.canada.ca/en/environment-climate-change/services/air-quality-health-index/health-risks.html>.

It is strongly recommended that the parents/guardians of at-risk athletes communicate this information to their children’s coaches to ensure their health is closely monitored in times of poor air quality. The parents/guardians of at-risk athletes should make decisions related to their child’s participation in baseball activities, based on their child’s own personal health circumstances.

## Measurement Tools

Enderby Minor Baseball will use the Air Quality Index (AQI) and Air Quality Health Index (AQHI) as measurement tools of air quality. These measurements will

### Air Quality Index (AQI)

The AQI measures five different air pollutants on a scale of 0 to 500. The most common and problematic pollutants for physical activity are ground level ozone and particulate matter. The following scale explains the level of risk with each reading:

0-50 Green Good 51-100 Yellow Moderate 101-150 Orange Unhealthy for sensitive groups 151-200 Red Unhealthy 201-300 Purple Very Unhealthy 301 + Maroon Hazardous

The following link provides current and historical AQI readings at various locations in British Columbia.

<https://aqicn.org/map/britishcolumbia/>

### Air Quality Health Index (AQHI)

The AQHI measures the sum of the health risks associated with air pollution on a scale of 1 to 10. The following scale explains the level of risk with each reading:

1-3 Low risk 4-6 Moderate risk 7-10 High risk 10+ Very high risk

The following link provides observed AQHI readings at various locations in British Columbia as well as forecasted readings for the next 24 hours.

[https://weather.gc.ca/airquality/pages/provincial\\_summary/bc\\_e.html](https://weather.gc.ca/airquality/pages/provincial_summary/bc_e.html)

## Intensity of Physical Activity

The intensity of physical activity and related exertion levels are factors when determining what actions to take in response to poor air quality. Baseball is generally considered a low intensity sport and may make different adaptations in times of poor air quality, when compared to higher intensity sports, such as soccer and lacrosse.

## Recommended Adaptations

### Moderate Risk

AQI reading of 51-150 or an AQHI reading of 4-6.

When there is a moderate air quality risk, Enderby Minor Baseball recommends: - monitor at-risk athletes for respiratory difficulties - consider reducing the physical exertion levels at-risk athletes - consider reducing the length of time at-risk athletes spend outside - generally, no action is required for the general population

### High Risk

AQI reading of 151-200 or an AQHI reading of 7-10.

When there is a high air quality risk, Enderby Minor Baseball recommends: - significantly reducing outdoor activity for at-risk athletes; reschedule or move training for at-risk athletes inside - reduce the physical exertion levels of all athletes - reduce the length of time all athletes spend outside; consider, for example, not taking batting practice and leaving the field immediately after training or competition - monitor all athletes for symptoms including coughing and throat irritation; reduce exertion levels or reschedule activities for those experiencing symptoms well as forecasted readings for the next 24 hours.

[https://weather.gc.ca/airquality/pages/provincial\\_summary/bc\\_e.html](https://weather.gc.ca/airquality/pages/provincial_summary/bc_e.html)

### Very High Risk

AQI reading over 200 or an AQHI reading of 10+.

When there is a high air quality risk, Enderby Minor Baseball recommends: - cancelling or rescheduling outdoor activity - significantly reducing physical exertion and length of time spent outdoors for all athletes - closely monitoring all athletes for symptoms including coughing and throat irritation; strongly consider ending activities for those experiencing symptoms

## Decision Making Process

When air quality nears a very high risk, Enderby Minor Baseball may consider suspending outdoor baseball activity based on guidance from BC Minor Baseball and the local health authority.

## References

Information related to the Air Quality Health Index (AQHI) is that of Environment Canada and was retrieved on January 24, 2021 from:

[https://weather.gc.ca/airquality/healthmessage\\_e.html](https://weather.gc.ca/airquality/healthmessage_e.html)

Information related to the Air Quality Index (AQI) is that of Air Now and was retrieved on January 24, 2021 from:

<https://www.airnow.gov/aqi/aqi-basics/#:~:text=Think%20of%20the%20AQI%20as,300%20represents%20hazardous%20air%20quality.>

# Player Movement Policy

## Residency and Player Release

Individuals residing within the EMBA catchment area, as outlined on the map at <https://enderbymba.com/boundaries/>, are required to register with EMBA each season if programming for their age group is available. Players who wish to join another association must submit a Player Release Request according to Rule 6 of the BC Minor Baseball rulebook. The President reviews each request individually, considering both the player's situation and EMBA's interests. Decisions are made on a case-by-case basis, generally aiming to maintain EMBA programs. Release requests for participation at a higher level than EMBA provides for a player's age group are usually approved unless granting the release would prevent EMBA from fielding a team in that group.

## Temporary Call Up

In circumstances where a team does not have enough players to participate in a game, it may request one or more players from other EMBA teams under the following conditions:

- Prior to participation, approval must be obtained from both the Head Coach **and** the coach of the team with which the temporary call up player is rostered.
- If either the Head Coach or the player's regular coach is unavailable, or if unanimous consent cannot be reached, the President or Vice President has the authority to approve or deny the request at their discretion.
- Temporary call-ups are only permitted from one division below the requested team.
- Priority must be given to second-year players from the younger age group; first-year players may be considered only if there are no eligible second-year players available.
- BC Minor Baseball Rule 5.06 must be followed when arranging temporary call-ups. This rule restricts the number of games and tournaments for which a player may be called up. Please note that violations of these limits could result in fines for EMBA and suspension for the player.

## Permanent Move Up

An under-aged player who demonstrates the requisite baseball skills may submit a request to participate in the next higher age division, provided all criteria specified in BC Minor Baseball Rule 5.05 are met. The President retains the authority to approve or deny such requests at his/her discretion, with primary consideration given to the overall integrity and sustainability of EMBA programs.

## EMBA Equipment Policy

All equipment must stay at its designated field unless approval has been granted by the President or Vice President.

Coaches will be given a team bag with gear at the beginning of the season that will be returned at the end of the season.

Coaches and/or managers must inform the equipment manager as soon as equipment is damaged or lost.

Coaches must instruct all players to respect all equipment and the storage locations. Coaches and/or Managers need to enforce storage cleanliness.

# Conflict Resolution Policy

Conflicts may arise between coaches, players, parents, umpires, spectators, or others participating in or observing EMBA programs. It is recommended that all parties observe the “24-hour Rule,” which requires waiting at least 24 hours before attempting to address any issue or disagreement. This period allows individuals to reflect calmly and organize their thoughts. In circumstances involving serious matters such as abuse or harassment, the 24-hour rule does not apply; the President or other board members must be notified immediately.

Coaches and parents are expected to address concerns by engaging directly with the parties involved before engaging members of the EMBA board.

If an issue arises, contact all relevant parties, including your coach and manager, and arrange a meeting within 48 hours following the initial 24-hour reflection period. If the issue is resolved in this meeting, the coach and/or manager should provide a written description of the issue and resolution to the President, Vice President, and Head Coach within five days. If the meeting does not resolve the issue or complaint, both parties must submit their concerns in writing via email to the President, Vice President, and Head Coach within three days.

In cases where one or more of the complainants isn't comfortable submitting the complaint to the President, Vice President, or Head Coach, then written notification may be sent to any EMBA board member who will evaluate the complaint and address the complaint with other board members as required.

Any concerns related to umpires or officials should be submitted via email to the President, Vice President, and Umpire in Chief within three days. Direct contact with the umpire or official is not permitted.

All EMBA members should be aware that allegations of a serious or criminal nature will be promptly reported to law enforcement or the appropriate agency and will not be investigated by EMBA.

# Risk Management Policy

To ensure the safety of players both on and off the field, EMBA requires that every volunteer, coach, employee and/or contractor, who at any time could be expected to have direct contact with any minor aged person, must have a valid Criminal Record Check (CRC).

- EMBA will send an online criminal record check link to volunteers who do not have a current CRC before each season.
- EMBA will send two reminders to volunteers to have their record check submitted, after the 3rd reminder the said volunteer will not be allowed to volunteer. Each reminder will be 5 days from the other.
- If a person's CRC is delayed due to circumstances beyond their control (i.e. Finger Printing Required), the person will be permitted to participate pending the results of their CRC.
- Any person that has been reviewed and has a record of an offence will NOT be allowed to coach or volunteer in any way. This review is final. The Privacy Act does not allow EMBA to obtain any personal information regarding any offences.
- Record checks will be kept on file and are valid for five (5) years.
- Volunteers with previous record checks must advise the EMBA board if something has changed with their criminal record since the last record check was completed.

Please always remember the "Rule of 2"; Always have two adults to 1 child, never put yourself in a position to be by yourself with another child.

## Refund Policy

Enderby Minor Baseball will refund registration fees as per the following:

6U / 7U:

Before March 26th - 100% refund

Before April 9th – 50% refund

After April 9th - No Refund

9U / 11U / 13U / 15U / 18U:

Before March 2nd - 100% refund

Before March 15th - 100% refund less \$50 fee

Before April 1st - 50% refund

On or After April 1st - No Refund

Tournament Registration Refund:

Cancellation 45 days prior to tournament start date – 50% refund

Cancellation 45 days or less before the tournament start date – No refund

# Umpire Policy

1. BCBUA membership must be paid, and exam passed (80%) each year to maintain umpire status. Proof of paid membership and a passed exam are required each season before games will be assigned.
2. The BCBUA membership and training fees will be reimbursed after 1 game has been umpired for Enderby Minor Baseball if:
  - a. The fees were not already reimbursed by another association, and
  - b. Enderby Minor Baseball is considered your home association.
3. Enderby Minor Baseball will provide umpires with their own blue umpire shirt and black hat but the remaining umpire uniform items such as black pants, shoes, etc are the responsibility of the umpire. Shared umpire gear will be provided by Enderby Minor Baseball and located in both Enderby and Armstrong at each facility's storage locations.
4. For 11U through 18U divisions, every attempt will be made to provide 2 umpires for every home game. In the event of a single umpire working a game alone, that umpire's rate will be 1.5 times that game's rate for doing the plate.
5. If an umpire fails to show up for a scheduled game, then the umpire will not be paid for the game and may be removed from other scheduled games at the discretion of the Umpire-in-Chief.
6. For the cancellation of a previously booked game:
  - a. It is the Umpire-in-Chief's responsibility to notify the scheduled umpires of the cancellation.
  - b. If the umpire is notified of the cancellation prior to 24 hours before the start time, then the umpire will not be paid for the game.
  - c. If the umpire is notified of the cancellation within 24 hours of the start time, then the umpire will receive 50% of the per game rate listed below.
  - d. If the umpire is notified of the cancellation within an hour of the start time, then the umpire will receive 100% of the per game rate listed below.
  - e. If the second game of a double header is cancelled after the first game is complete but before the second game has started, then the umpire will receive 100% of the per game rate listed below for the first game and 50% of the per game rate listed below for the second game.
7. Mileage:
  - a. Mileage is only paid to umpires who live outside the Enderby Minor Baseball Association's boundary and primarily work for other associations (eg. out-of-town umpires).
  - b. In the event of a game cancellation, the Mileage rate is only paid if the out-of-town umpire travels, or starts to travel, to a cancelled game without sufficient notice to cancel travel plans.
  - c. Bi-weekly payments will be made via E-Transfer starting no later than 2 weeks after the first game of the season is umpired. The Umpire-in-Chief is responsible for creating and sending the bi-weekly payment summary to the treasurer.

Pay Rates

| <b>Division</b> | <b>Per Game Rate</b> | <b>Mileage</b> |
|-----------------|----------------------|----------------|
| 9U              | \$25                 | N/A            |
| 11U             | \$40                 | \$20           |
| 13U             | \$45                 | \$20           |
| 15U             | \$60                 | \$20           |
| 18U             | TBD                  | \$20           |