



# **Bylaws & Regulations**

## **Objects of the Society**

This organization/society shall be registered as the Alberta Junior Female Hockey League and for all other purposes will be known as the AJFHL. This is a Junior "A" Female Hockey League.

The Mission of the AJFHL is as a volunteer, non-profit organization to provide an opportunity for young females aged eighteen to twenty two years of age to participate in an Elite Program. There will be exceptions on the age of the girls as long as they are approved by Hockey Alberta and the AJFHL.

The Vision of the AJFHL is to help young females participating in this Elite Program to have fun and develop positive life skills through positive physical, psychological and social development in a team environment.



# Alberta Junior Female Hockey League

April 2014

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## **Bylaws**

### **1. Annual General Meeting**

- 1.1. An Annual General Meeting shall be held for the Alberta Junior Female Hockey League between February 1st and May 31st of each year, at a determined location by the Board.
- 1.2. The Annual General Meeting deals with the following matters:
  - a) Adopting the agenda;
  - b) Adopting the minutes of the last Annual General Meeting;
  - c) Considering the President's report;
  - d) Reviewing the financial statements setting out AJFHL income, disbursements, assets, and liabilities and the auditor's/ member's report;
  - e) Electing any Directors to the Board plus any vacant positions;
  - f) Considering matters specified in the meeting notice. These may include agenda topics added by the Board of Directors or specific motions that any member has given notice of, before the meeting is called.
  - g) The meetings within the AJFHL will follow the Robert's Rules of Order to keep the integrity of the league and order within the meetings.
- 1.3. The President shall chair every general meeting. In the absence of the President, the Vice-president shall step in to chair the meeting. If neither is present within thirty minutes of the set time for the general meeting then the members present choose one of the regular members to chair.
- 1.4. The Chairperson cancels the general meeting if a quorum is not present within thirty minutes after the set time. If cancelled, the meeting is rescheduled for one week later at the same time and place. Notice will be given through the local newspaper and/or website. If a quorum is not present within thirty minutes after the set time of the second meeting, the meeting will proceed with the members in attendance.
- 1.5. Any general meeting is invalid if there is a deliberate lack of notice to the regular members. The meeting is not invalid due to accidental omissions of notice.
- 1.6. The League Executive shall call a meeting at the beginning of September, half way through the season (Christmas Break) to review current season and an AGM at the end of each season.
- 1.7. Amendments to Bylaws: Subject to compliance with the requirements of the laws of the Province of Alberta, the Bylaws may be rescinded, altered or added to by a Special Resolution. The change or changes to the Bylaws that are approved by Special Resolution shall not take effect until they have been registered by the Registrar of Corporations in accordance with the laws of the Province of Alberta. Bylaws can only be rescinded, altered or added to at an Annual General Meeting and voted upon by the majority of the membership.



## **2. Special Meeting**

- 2.1. The President shall call a special meeting of the Voting Board in the event that:
  - a) A written resolution covering a matter within the jurisdiction of the Association is provided to the President.
  - b) At least three of the regular voting members have signed the resolution.
  - c) The reason(s) for the proposed meeting are clearly and succinctly outlined in the resolution, as well as the result being proposed or sought.
- 2.2. In the event such a meeting is called all regular members of the voting board shall receive a clear notice of the meeting, which notice shall include the exact location, time date and purpose for the meeting. Such notice shall be provided in writing or electronically and must be received a minimum of seven (7) clear days prior to the meeting. The recipients of the notice shall respond with an acknowledgement of receipt of the said notice as well as their intentions on attendance.
- 2.3. The items, matters and issues identified and specified in the notice shall be considered at the special meeting. No other items, matters or issues shall be allowed and any decisions or votes taken shall be ratified and formally confirmed at the next regularly scheduled meeting of the voting Board of Directors, before being entered into the minutes of the proceedings of the said meeting.
- 2.4. All rules, procedures, voting requirements and quorum requirements shall continue to be in force at such a special meeting as would occur at a regular meeting or the AGM of the Association.
- 2.5. The Board may from time to time create rules, regulations and policies, or delegate the authority to create rules, regulations or policies for the betterment of Junior Hockey in the Province of Alberta including, without limiting the foregoing, the better government, organization and administration of Junior Hockey as the Board, in its sole and absolute opinion and discretion, may consider desirable. These changes to rules, regulations and policies can be made at Special Meetings and voted upon by the Board at any time for the betterment of Junior Hockey within the Province of Alberta. The decision by the Board to implement the changes made have to be within a reasonable time frame.

## **3. Voting**

- 3.1. In the case of a tied vote, the President shall declare the vote defeated and the matter under consideration in the tied vote shall not be returned to the agenda for further consideration, if any, until the next regularly scheduled board meeting.
- 3.2. Each regular member is entitled to one vote at the general meetings. Voting shall be by a show of hands, unless any three members present at the meeting demand a secret ballot.
- 3.3. Voting by proxy is not allowed.



3.4. The Chairperson votes as a regular member and is not entitled to a second or casting vote in the event of a tied vote. Therefore a resolution is defeated if there is a tie.

#### **4. Membership/Fees**

##### **4.1. Registration**

- a) It is the responsibility of each Junior "A" Hockey Team to register their team with Alberta Junior Female Hockey League at the first league meeting in the fall of that season. New teams wishing to enter the league must make early notification prior to July 1st. Request for new teams to join will be voted on by the membership.
- b) The League shall consist of 2 divisions; North and South Division. Any new teams entering the league will play in their geographical area.
- c) Any releases required by a player to try out for another team must be approved by the team releasing the player. Once that player has made that team, the player must be required to register that player through the HCR process before playing in any exhibition or league games.
- d) The AJFHL League fees will be set at an appropriate amount to cover league costs and will be voted upon at the meetings if needed to change as the League grows. A Performance Bond is required at the beginning of the Hockey Season. If a team is financially penalized throughout the year, they will have to top up the Performance Bond the beginning of the following year to keep it at the amount decided earlier by the Board.
- e) Membership shall be open to the following:
  - i. Teams that apply prior to July 1st of the new season, and must be
  - ii. Voted in by the membership (50% + 1)
  - iii. Teams that provide league fees and performance bond on request
- f) League Fees / Performance bonds must be paid in full or teams will be in default and not be allowed to play until all dues are paid in full.
- g) Each team must have a representative attend each league meeting throughout the Hockey season including the Annual General meetings or a \$100 fine will be levied against their performance fund. The performance fund must be re-established prior to the next season or team will be suspended from play.

#### **5. Appeal Procedure**

5.1. Hockey Alberta rules will apply for any appeals; Decision of Vice President/Disciplinary Committee may be appealed to the League providing:

- a) Written appeal letter or email is accompanied by a \$150.00 fee and delivered to the Vice President. This must be done within 72 hours of the verbal suspension notification from the Disciplinary Director. The League Executive will then call a hearing and notify the parties involved. Any members of the executive that are in conflict will not vote on the final decision.
- b) In the case of an Appeal, the person(s) involved must be given the opportunity to be represented at the hearing; by written statement, by email, by conference



call, or depending on the severity of the incident, appear in person at the hearing. The game sheet and/or referee's report must also be present.

- c) Discipline Committee Hearings will be held as soon as possible.
- d) Players or members have the right to appeal the decision of the Discipline Committee to Hockey Alberta, whereupon the case will be dealt with by Hockey Alberta Discipline Committee. All appeals must be accompanied by a fee to be determined annually by Hockey Alberta and delivered within the specified time frame to Hockey Alberta.
- e) The suspended player, coach, or team official will not participate in any sanctioned (league, exhibition, tournament, playoff or Provincial) games until a final decision is determined.

## **6. Disciplinary Committee**

- 6.1. The Disciplinary Director will form a Committee where necessary and the Disciplinary Director will chair this Committee.
- 6.2. Where the Disciplinary Director is in conflict with the hearing, the President or Vice President will chair the Committee.
- 6.3. The Disciplinary Committee will consist of the Vice President, Disciplinary Director and at least one other Executive Members chosen by the Disciplinary Director and the chair. The President will step in for anyone who is conflict of the hearing.

## **7. League Executive**

- 7.1. An Executive Committee shall govern the AJFHL under the direction of the President. An Executive Committee shall be formed from team representatives for the purpose of administering the league. The Executive Committee shall consist of a President, Immediate Past President, Vice President, Treasurer, Secretary, Webmaster, Directors and members at large. The terms for the executive will be as such:

- a) President and Vice President (two year terms staggered)
- b) Treasurer, Secretary, Webmaster and Directors (one year terms)

For any new Presidents or Vice Presidents coming in they must be elected from existing Executive members currently serving on the AJFHL.

### **7.2. Duties of the Executive**

- a) President
  - i. Preside over all league meetings, special meetings and the Annual Meeting.
  - ii. Exercise the powers of the Executive Committee in an emergency. This decision will be subject to ratification at the next league meeting of the Executive Committee.
  - iii. Act as one of three signing members of the league for purposes of banking or legal matters.
  - iv. Ensure the general operation of the hockey program of the AJFHL.



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- v. Act as liaison between the Executive Committee and each team.
- vi. Ensure that the playing rules of the AJFHL and those of its governing bodies are carried out in accordance with the Regulations.

b) Vice President

- i. In the absence of the President, carry out the duties of the President.
- ii. Act as one of three signing members of the league for purposes of banking or legal matters.
- iii. Chair the Appeal and Disciplinary Committees unless unable to as a result of conflict of interests in which case another member of the Executive Committee shall be appointed to that duty.
- iv. Record and enforce all suspensions under the rules of the AJFHL

c) Treasurer

- i. Keep accurate financial records of all AJFHL accounts in accordance with generally accepted financial practices.
- ii. Present detailed written reports at each meeting of the AJFHL Executive Committee.
- iii. Forward all documents and data at the end of each season for a notice to reader by an external accounting firm as chosen by the President and approved by the Executive Committee or review by two Board Members.
- iv. Authorized along with two others on the executive to sign cheques.

d) Immediate Past President

- i. Duties and assignments as prescribed by the President.

e) Secretary

- i. Maintain accurate minutes of all meetings and make these minutes available to the Executive Committee upon request.
- ii. Notify members of all meetings.
- iii. Assist with other Directors in Administration Assignments.

f) Webmaster

- i. Shall maintain and in charge of anything to do with the league website.
- ii. Shall assist teams with starting or maintaining their own website.

g) Disciplinary Directory

- i. Shall oversee any suspensions handed out throughout the regular/playoff season.
- ii. Receive all game reports to have on record in case of a dispute.

h) Ways and Means Director

- i. Look into any monies that are available to our league from municipal, provincial, federal and any organizations that will support our organization.
- ii. Establish contacts for fundraising.



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- iii. Establish monies available for scholarships and bursaries for the players of this league.
- i) Social Director
  - i. Shall oversee any functions that the league as a whole can come together to fundraise for.
  - ii. Shall organize the league teams to assist with a league banquet, awards night, all-star function and any league social as it evolves.
- j) Play/Coach Development Director
  - i. Shall assist in having updated material for coach development.
  - ii. Shall assist with any player development and inform them of such.
  - iii. Shall liaise with Hockey Alberta and inform our players/coaches of clinics.
  - iv. Shall confirm that all coaches are up to date on their requirements as per HA and or AJFHL.
- k) Risk Management/Referee Development Director
  - i. Shall coordinate consistency within our league for quality of referees.
  - ii. Shall inform players and coaches of any referee clinics offered by Hockey Alberta.
  - iii. Ensure teams are provided with a proper list of materials and personnel trained to look after any injuries occurring with each team.
  - iv. Ensure teams are in compliance with Hockey Alberta and AJFHL policies when using affiliates and underage players.



## **Regulations**

### **1. Number Of Players In Uniform**

- 1.1. Each member team may dress a maximum twenty (20) players for each regular-season and playoff game; of which no more than five (5) may be affiliated players and two (2) must be goalies.
- 1.2. The minimum number of players to be dressed for each regular-season and playoff game shall be twelve (12), of which two (2) must be goalies and no more than five (5) may be affiliated players, unless more affiliated players are needed to meet minimum number of players to be dressed. The President and Vice President will review any extenuating circumstances.

### **2. Officiating**

- 2.1. Each home team is responsible for assigning officials for all league and playoff games. If there is a Provincial Referee Assignor, this will take the responsibility away from the AJFHL teams.
- 2.2. The referee must be registered and certified by Hockey Alberta. The Referee shall be at a level that is sufficient to officiate the Junior A Female caliber. The Referee must be at least Junior Age. The referee is to have full authority and complete charge of each game. The Linesmen must also be at a level sufficient to officiate in the AJFHL.
  - a) Each Home Team is required to supply three on ice officials for each game. This is to keep the consistency and integrity of the league intact. If only two officials show up because of scheduling or weather conditions, then the game will be played with two on ice officials.
- 2.3. A referee or linesman for each game shall be visible and on time to watch the entire pre-game warm-up and report any unusual instance to the league office. He will issue the appropriate penalties to start the game.
- 2.4. All home teams are responsible for paying for the officials in regular season and playoff play.

### **3. Rules Of The Game**

- 3.1. General
  - a) Except where altered herein, all games shall be played in accordance with the current rules of Hockey Canada.
  - b) The rules herein contained shall be in force for all exhibition, regular season and playoff games played by an AJFHL Team against another AJFHL Team.



c) The AJFHL will fall under the jurisdiction of Hockey Alberta and Hockey Canada. The AJFHL can add additional rules as long as they do not diminish or come into conflict with the rules that are already in place by Hockey Alberta and Hockey Canada.

### 3.2. Exhibition Season and Regular Season Overtime

a) Should a regular season game be tied after the end of the third period the game will continue as follows:

- i. a two (2) minute intermission;
- ii. a five (5) minute sudden-death period with four (4) skaters aside; and
- iii. if the game is still tied after the five (5) minute sudden-death period, then each team will select three (3) shooters for a shootout. If it still remains a tie then each team will continue to select a shooter until someone scores. After each team has used six different shooters the teams can select whichever players they want to shoot as many times as they want until the shootout is resolved.
- iv. For the shootout, the home team will decide if they will shoot first or last.

b) Unexpired penalties from the third period continue to carry on into the overtime period such that the overtime period will start 4 on 3 and will continue to be 4 on 3 until the end of the game or the expiration of the penalty.

c) Penalties taken while the teams are playing 4 on 4 will commence 4 on 3. If there is another penalty taken by the shorthanded team then it will commence to a 5 on 3. Any penalties that would carry over past the five-minute overtime would result in those players being ineligible for the shootout.

d) Should a regular season game be tied after the end of the third period each Team shall be awarded one (1) point.

e) If a Team scores a goal in overtime that Team shall be awarded one (1) point, in addition to the one (1) point awarded at the end of regulation.

### 3.3. Playoffs

a) The League will adopt its own playoff rules and will, before the playing season begins, fix the number of teams that will qualify for the playoffs and formulate which teams in the final league standings will play against one another.

b) The play-off overtime procedure will follow the Hockey Canada rulebook. A ten (10) minute sudden death period with 4 on 4; will be played followed by twenty (20) minute sudden death periods 5 on 5. In the case of the rink manager not allowing the play-off game to continue into 20-minute sudden death periods, a shootout will commence.

c) All division playoff series formats will be determined prior to each season starting. Best of three is preferred but other formats may be used to ensure all series are completed in a reasonable time frame. The higher placed finisher in league play always plays the lower placed finisher and starts each series as home team.



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- d) The second round has the winners of the first round playing off against one another. The highest place team between these two teams in the league standings will have home ice advantage.
- e) The final round has the top team from the north division playing off against the top team from the south division. Which team receives home ice for the final will be determined prior to the season starting. They will play the best of five (5) games with the first two games being played in the home ice advantage, games three and four being played in the other team's rink, and the fifth game, if necessary, is played at the team who has the home ice advantage.
- f) If two or more teams are tied with the same number of points at the end of the regular schedule, the higher position will be awarded to the team with the most wins. If the teams remain tied, the higher position will be awarded to the team with the best season's record against the other tied teams. If the teams are still tied, the best goals-for, goals-against differential, between the tied teams, will be used to break the tie. A special playoff game will be played at a location to be fixed by mutual agreement, with the approval of the president, if none of the above tie-breaking methods break the tie.
- g) The team with the most points during the regular season schedule will be the higher seed and have the home advantage when it comes to the league divisional play-offs.
- h) Teams finishing higher in the regular schedule will be awarded the first and last games of each series, unless building availability makes it impossible.
- i) If the teams in any series are geographically located to make it more practical to alternate games or play two at home and the third away, this shall be done.
- j) In the case of any emergency or in the event that a rink is not available for a scheduled playoff game, the President and Vice President shall establish the date and place, bearing in mind that all games are to be played in the home arena of one of the competing teams, if available. Play-off dates are to be confirmed at the AJFHL semi-annual meetings.
- k) When building difficulties are encountered, thus not permitting the playoff schedule as outlined above to be adhered to, the President and Vice President may alter the rotation of games so that each team may receive the number of home games it is entitled to, provided always that it must be in the allocated time. No unnecessary delay or prolonging of the series will be permitted.

### 3.4. Warm-ups

- a) Each game shall start with a 5-minute warm-up starting at the exact time the game is supposed to start.
- b) Any player who enters the opposition zone and engages a Player from the opposing team in an altercation during the pre-game warm-up is liable to a suspension of up to 5 games. A minimum \$250.00 fine will be levied against the Team whose Player is identified as the first to cross the center red line and come in contact with an opposing player.
- c) The official observing the pre-game warm-up pursuant to Regulation 2.3 will monitor the warm-ups and record any unusual infraction in the opposing zone by any player, except as noted in paragraph (c).



- d) A team that dresses an un-registered player or a suspended player and allows her to skate in a warm-up will be fined. The team spotting the unregistered player or a suspended player must report it to the referee, who can then inform the league office on his referee's report. A committee designated by the President and Vice President will review this.

#### **4. Discipline**

##### **4.1. Fighting**

- a) Any players involved in a fight prior to, during, or after any exhibition, regular season or playoff game will be suspended under HA rules and regulations including repeat offenders.
- b) During a fight, each Player not fighting shall go to:
  - i. her respective players bench; or
  - ii. the area designated by the referee.
- c) The first Player to leave her bench to join an altercation, or a Player leaving the penalty box to join an altercation, even if she is the only player to leave the bench or the penalty box, may be suspended; Refer to HA minimum rulings, and her team may be fined.
- d) The coach of the team with the first player identified to leave the bench in a bench-clearing situation may be suspended; Refer to HA minimum rulings and may be assessed a fine of up to five hundred dollars (\$500.00).
- e) Second and subsequent fighting major penalties to any player or players on the same stoppage of play will refer back to Hockey Canada/ Hockey Alberta Playing rules.
- f) The intentional removal of any piece of equipment, excluding gloves, before the start of, or during a fight would always refer back to Hockey Canada/ Hockey Alberta Playing rules.
- g) Officials, coaches and players inciting opposing players, coaches, officials or fans into altercations verbally or by gestures will be suspended; Refer to HA minimum rulings Coaches will be suspended; Refer to HA minimum rulings and/or fined up to three hundred dollars (\$300.00).

##### **4.2. Majors**

- a) All major penalties are to be reported to the Disciplinary Director. The league will review to assess any additional suspensions after a player has been assessed her second major penalty, depending on the referee's report of the infraction. Any suspension arising from a second or subsequent stick major will be assessed within forty-eight (48) hours of the referee's report being received by the Disciplinary Director.
- b) A player will be suspended for one game after being assessed her third major penalty under this rule. An additional game suspension will be assessed for each additional major penalty under this rule.

##### **4.3. Checking From Behind**

- a) Where a player is assessed a five (5) minute major penalty plus a Game Misconduct; Refer to HA minimum rulings.



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b) Checking from behind (match penalty) – Refer to HA minimum rulings. This is to be reviewed by a disciplinary committee as well.

### 4.4. Game Misconducts

a) A player assessed a game misconduct could be subject to a suspension, depending on the infraction. Refer to HA minimum rulings.

### 4.5. Multiple Game Misconducts

a) A player assessed two (2) game misconducts on the same stoppage of play; Refer to HA minimum rulings.

b) A player assessed three or more game misconducts is suspended until her case is reviewed by the League.

### 4.6. Gross Misconducts

a) Gross misconducts will carry suspensions determined at the discretion of the league office, with a minimum two (2) game suspension. The two (2) game suspension is to be served during the offending players or coaches next regularly scheduled games following the game in which the gross misconduct was assessed. Any further suspension is to be assessed after the Disciplinary Director receives the referee's report.

### 4.7. Hair Pulling

a) Any Player who pulls the hair of another Player shall be suspended for; Refer to HA minimum rulings and depending on the seriousness, may be increased.

### 4.8. Other Match Penalties

a) All match penalties will result in Hockey Alberta minimums and the League will review each match penalty.

b) Any additional suspension will be assessed prior to the offending player's team's third (3rd) regularly scheduled game following the game in which the infraction occurred.

### 4.9. Abuse Of Officials

a) Verbal

- Incidents involving abuse of an Official by Players, Coaches and Team officials shall be assessed according to HA minimums and shall be reported to the Disciplinary Director.

b) Physical

- Incidents involving physical abuse of an Official by Players, Coaches and Team officials shall be assessed according to HA rulings and shall be reported to the Disciplinary Director.
- Discipline for physical abuse of an Official shall be governed by Hockey Alberta Discipline Hearing Procedures.
- In addition to the discipline set out by Hockey Canada/ Hockey Alberta rules, the League may impose additional suspensions.

c) A \$250 fine will be assessed when a team official enters an Officials room illegally, or without permission.



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### 4.10. Obscene Gesture

- a) A player penalized for giving the choke sign or an obscene gesture to the crowd, an on-ice official or opposition shall be suspended; Refer to HA minimum rulings.
- b) A Coach, Manager or team official penalized for giving the choke sign or an obscene gesture to the crowd, an on-ice official or the opposition; Refer to HA minimum rulings a minimum of two hundred and fifty dollars (\$250.00). The fine will be doubled each time the coach; manager or team official repeats his/her action in subsequent games.

### 4.11. Team Staff Suspensions

- a) A Coach, Trainer, or any other team staff suspended for any reason will not be allowed in the building in which her team is playing, from one (1) hour before game time until one (1) hour after the conclusion, until the suspension is served.

### 4.12. Pre/Post Game and Between Period Incidents

- a) A player or team official involved in a pre-, post-game or between period incident will be dealt with Hockey Alberta minimums and subject to additional suspensions, at the discretion of the league, after the referee's report is received.
- b) All fines and suspensions from pre-, post-game and between-period incidents will be determined from the referee's report, with a fine of up to one thousand dollars (\$1,000.00) to the team deemed to be the instigator.

### 4.13. Fan Involvement

- a) Players or team officials who become physically involved with a fan or fans, or officials of other teams before, during or after games will be suspended; Refer to HA minimum rulings. The suspension is to be assessed by a disciplinary committee after a hearing. If a fan initiates the altercation it will be heard by the disciplinary committee and decided by them.
- b) If a player hits a fan, strikes a fan with her stick or throws her stick into the crowd, she will be subject to a suspension; Refer to HA minimum rulings.

### 4.14. Cumulative Penalties and Suspensions

- a) All cumulative penalties occurred by anyone during the regular season will carry over and continue throughout the playoffs.
- b) A player's cumulative penalties will stay with her if she is traded or goes to another AJFHL team.
- c) Any suspensions by anyone during the regular schedule will carry over and continue throughout the playoffs, inter-provincial playoffs and the following season until it is completed.

### 4.15. League Suspensions

- a) Any Player that is suspended or expelled by any other hockey league, including, but not limited to any other minor hockey, collegiate, university or



professional league, is deemed to be suspended from the AJFHL until such suspension or expulsion is lifted by the other league.

#### **4.16. Team Suspensions**

- a) In the event that a team releases, suspends, or expels a manager, Coach, or Player, the Team shall notify the League President in writing, by facsimile or by pdf/email.
- b) Any notice of release shall state when the release takes effect.
- c) Any notice of suspension state the duration of the suspension and the cause thereof, and
- d) Any notice of expulsion shall state the cause thereof.
- e) Upon receiving a notice of release, suspension or expulsion, the President shall immediately notify all Teams of the release, suspension or expulsion.
- f) A player suspended by a Team may apply to the President to review such suspension. The President, after obtaining such information, as he deems sufficient, may confirm or revoke the suspension or reduce the period thereof.

#### **4.17. Disciplinary Conduct**

- a) The following conduct is subject to disciplinary action, including, but not limited to, a fine, suspension or expulsion:
  - i. Any Player or person connected with a Team who undertakes to contribute in any way or intentionally contributes in any way to the losing, or attempting to lose, of a game by a member team, or solicits or attempts to induce any Player or person connected with a Team to lose, or contribute to lose, any game in which that Player is, or may be, in any way concerned, shall be expelled, at the discretion and by the ruling of the President.
  - ii. Any Player or person connected with a Team, who, upon being solicited to contribute in any way to the losing, or attempting to lose, of a game by a Team, fails to inform the President immediately, shall be expelled, at the discretion and by the ruling of the President.
  - iii. If, in the opinion of the President, based on such information as he may deem sufficient, any act of the conduct of any official of a member team, player, or employee, during or outside the playing season, has been dishonorable or against the welfare of the league or the game of hockey, he may expel or suspend such person or impose on such person a fine or suspension.
  - iv. A player betting or being interested in any pool or wager on the outcome of any League game, whether or not the Player has any connection with such game, shall be expelled, at the discretion and by the ruling of the President.
  - v. Any Player who physical attacks a League Official or Officer shall be expelled, at the discretion and by the ruling of the President.
  - vi. An officer of any team, or team official, who makes derogatory statements about the League to the media, or who gives to the media for publication any statement reflecting negatively in any way on the conduct or performance of any league official shall be subject to a fine



of not less than \$250 and/or suspension decided by a Disciplinary Committee.

- vii. Any Member whose Player gives to the media for publication any statement reflecting negatively in any way on the conduct or performance of any league official, team officials or players, shall be subject to a fine of not less than \$50.
- viii. A Player under contract with a Team who, without the written consent of such team, plays with a team of any other league or organization which is not directly affiliated with, or has a working agreement with, the Team may be suspended or expelled at the discretion, and by the ruling, of the President.
- ix. A player who has signed an agreement, contract, or is registered in the Hockey Canada Player Allotment system and refuses to fulfill or carry out its provisions may be suspended by the Member by notification thereof to the President.
- x. A suspended player shall not play or participate in any game during the period of her suspension.

4.18. A suspended official or employee shall not exercise any duty or function for his or her member team, or for any team of a league or team affiliated with the league during the period of his or her suspension.

4.19. A player or person expelled shall be permanently barred from any connection with any league team, or any league or team affiliated with the member team or league, or any organization with which the league or member team has an agreement respecting rights to services of players.

4.20. All fines imposed under the provisions of these rules and regulations shall be made payable to the league and shall form a part of the league's funds, unless otherwise provided.

4.21. Fines must be paid within ten (10) post-office working days or they will be doubled.

4.22. Investigations

- a) The president and/or league officials will conduct any investigations that are necessary before making a decision on any infractions mentioned in these Regulations. Investigations by the president or league are to be completed as thoroughly as possible in the most expedient manner possible.

4.23. The AJFHL will align to HA suspension guidelines. However the discipline director and league executive will have full authority within the league to increase any suspension(s) or sanction(s) from the prescribed HA guidelines at their discretion.

\* League will monitor player penalty minutes. Players with over 80 minutes will be watched for performance issues.

## **5. Ice Slots and Game Procedures**



## 5.1. General

- a) All teams participating in the AJFHL shall provide the minimum number of required home ice times for all league and playoff games.
- b) It is the responsibility of each team to notify the league scheduler with the required number of ice slots requested by the scheduler plus two extras.
- c) 2 points for a win, 1 point for a tie (or overtime loss), and one point for overtime win.
- d) Games to start no later than 8:45pm unless agreed upon by visiting team.
- e) Home Team must provide an off-ice official to run the score clock and penalty box.
- f) Teams must have a certified coach on the bench.
- g) Teams shall have a carded female on the bench at all times.
- h) Home Teams must provide the game sheet.
- i) League games and League playoff games scheduled by the AJFHL will take precedence over exhibition or tournament games. Game sheets from all exhibition games (including tournaments) must be faxed or pdf'd within 72 hours of the game being played to the Webmaster.
- j) All coaching staff on the bench will have a security check done by the RCMP or Police Services that the staff reside in. The Police Check should also include vulnerable checks. The respective teams will cover any fees for this check. This check is to be handed into the President of the League no later than December 15th of that hockey year. Security checks have to be renewed every two years.
- k) No coaching staff is allowed on their bench if the Criminal Record Checks are not submitted by the December 15th of that season.

## 6. Uniforms

### 6.1. General

- a) Each team shall have 2 sets of uniforms.
- b) Team colors, logo design and team name will be approved the Executive Committee.
- c) All uniforms shall
  - i. bear a number on the back;
  - ii. bear all emblems or advertising mandated by the League;
  - iii. bear the League patch on the player's front right/left shoulder;
- d) All uniforms may bear
  - i. a team crest or lettering; or
  - ii. any other form of emblem or advertising approved by the League.

### 6.2. Regular Season

- a) The predominantly white uniform is to be worn for all regular season away games.
- b) The predominantly dark uniform is to be worn for all regular season home games.

### 6.3. Playoffs



## **7. Protective Equipment**

- 7.1. All Players shall wear a helmet with
  - a) a full face cage or full face shield; and
  - b) a chinstrap.
- 7.2. Helmets must be worn, and chinstraps must be fastened at all times during games and pre-game and pre-period warm-ups. A Coach who fails to instruct his players to wear their helmets properly could be assessed a fine of one hundred dollars (\$100.00).
- 7.3. League partner patches are to be worn on equipment as designated by the President/Vice President. The size of the patches is at the discretion of the President/Vice President.
- 7.4. All players will wear a neck guard approved by Hockey Canada/ Hockey Alberta.

## **8. Game Sheets and Game Reports**

### **8.1. General**

- a) The home team shall furnish the game sheet for all exhibition, regular season and playoff games.

### **8.2. Submission of Game Sheets**

- a) Within seventy two hours (72hrs) of the completion of any game, including exhibition, regular season and playoff games, each team shall fax or pdf/email the game sheet to the
  - i. league website or fax number provided;
- b) If there is a write up on a disciplinary matter for a game played, that game report shall be forwarded to the Disciplinary Director and Vice President forthwith by both teams involved.
- c) Within seventy-two hours (72hrs) each team is responsible for updating the website on team standings.
- d) Any Member, which fails to comply with Article 8.2, is subject to a \$50 fine unless there are extenuating circumstances deemed by the Disciplinary Director.

## **9. Pre-game Warm-ups**

- 9.0. Each Team is entitled to a pre-game warm-up.
- 9.1. Pre-game warm-ups for each Team shall occur at the same time. That pre-game warm-up shall start at the time of game time and allowed to go for five (5) minutes.
- 9.2. Each Team shall conduct its pre-game warm-up in the half of the ice designated to that Team.
- 9.3. The home team shall supply a minimum of twenty (20) pucks for the road team for its use during the pre-game warm-up period.

## **10. Eligibility Of Players**



## 10.1. Eligible Players

- a) Except where expressly noted herein, all matters of player registration shall be governed by Hockey Canada regulations, except in the case of any league player lists which may be used from time to time.
- b) Players are to be 21 years of age and under to be eligible to play in the AJFHL. Each team is allowed to have four (4) over age players on their team provided they turn 22 years of age on or before December 31st of that hockey season.
- c) Notwithstanding Hockey Canada regulations, a Player is eligible to participate in a game, only upon the following:
  - i. registration in the Hockey Canada Registry (HCR), or, in the case of an Affiliated Player, registered as an Affiliated Player on the Hockey Canada Registry (HCR); and
  - ii. a copy of the Hockey Canada Registry (HCR) certificate faxed or pdf'd to the President and Vice President.
  - iii. The Hockey Canada Roster must be the same as the Roster on the AJFHL website.
  - iv. Each team is allowed to dress players as per 1.1; for regular season and playoff games. Affiliates must be registered according to Hockey Alberta regulations.
- d) AJFHL Affiliation Regulations.  
Player affiliation in the AJFHL will at a minimum align to the Hockey Alberta regulations for affiliation SR / Junior Female. The AJFHL will supplement the HA regulations with their own affiliation regulations to support HA and ensure fair use of affiliates is maintained throughout the league.
- e) Regular Season  
Affiliates must have been approved by HA prior to the affiliation deadline and be included on the teams hard card.
  - i. The affiliates coach must be contacted each time the affiliate is requested. The coach must approve the use of the affiliate either by email (Preferred) or text. No blanket approval for the season or phone approval will be accepted.
  - ii. Affiliate requests must be sent to the HA Female council representative and AJFHL Designate along with a copy of the affiliates coaches approval prior to the affiliate playing. The HA female council rep needs this for tracking purposes

***Affiliates played without meeting the above requirements would be considered ineligible and the team subject to disciplinary action.***

- f) Playoffs  
For playoffs an affiliate requested to play must meet the requirements for regular season. ***Midget AAA affiliates including goaltenders must have played at least 2 regular season games to be eligible to affiliate in playoffs.***
  - i. Prior to the league playoffs starting each team must submit their Midget AAA affiliates that have met the 2 games played requirement to the AJFHL Designate for records purposes. \*HA tracks this and would have a list available for verification



***Goaltender affiliates other than AAA would be an exception and would only need to align to regular season guidelines to qualify for playoffs.***

g) League Affiliation Fair Play Regulations  
Affiliates cannot be added to exceed the team's number of regular roster players in HCR. ***This would be considered using affiliates to strengthen a team.***

- i. No regular roster player on any team shall be intentionally sat out either regular season or playoff and an affiliate player play in that game.  
***If a player is suspended by a team for a team violation the team suspension would not qualify that player as being suspended for play. League or governing body suspensions would only be applicable.***
- ii. Affiliated players will only be allowed in situations where registered team players are unavailable to the team because of:
  - Sickness
  - Injuries
  - Suspended by league or governing body.

***The reason should be communicated to the HA female council rep and AJFHL Designate when the affiliate request is submitted.***

#### 10.2. Ineligible Players

- a) Dealt with by Hockey Alberta; Notwithstanding section 10.1, a Player is ineligible if the Player has been
  - i. expelled from any other hockey league;
  - ii. suspended by the President, Disciplinary Committee; or
  - iii. suspended by her Team, is ineligible to play for a member team while such expulsion or suspension remains in force.
- b) A player transferred from one Team to another Team must be approved through the HCR process. The President or the Vice President has to be notified of this transfer.
- c) The President or Vice President shall be deemed to have been notified at the time of receipt of the letter, pdf or facsimile informing him of the transfer. A telephone call shall not be deemed sufficient notification and will be used only as additional confirmation.

10.3. If a Member allows a Player who has failed to comply with Article 10.1 or is deemed to be Ineligible pursuant to Article 10.2 to play in a game, such game, upon ruling by the President, shall be counted as a win for the opposing member team. The President will also have the authority to suspend the member and/or issue a minimum \$500 fine each time the offending team inserts or uses the ineligible player or players during the playing season. However, the Disciplinary Committee is empowered to impose alternative penalties at its discretion.

10.4. If a Member allows an Player who has failed to comply with Article 10.3 only by reason of a clerical error as deemed by the President, including but not limited to a spelling mistake or a failure to list "AP" after the Hockey Alberta's December



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affiliation submission date, to play in a game, such game result, upon ruling by the President, shall be allowed to stand. The President will also have the authority to issue a minimum \$50 fine each time the offending team inserts or uses the Player. However, the Disciplinary Committee is empowered to impose alternative penalties at its discretion.

- 10.5. The Alberta Junior "A" Female Hockey League agrees in principle with the concept that players should play one year of Midget hockey, but recognized that there may be exceptions. If there is an exceptional case it should be considered by a committee from Hockey Alberta and the AJFHL, such committee to be made up of two individuals from each of Hockey Alberta and the AJFHL.
- 10.6. Each member team shall, for regular-season and playoff games in the arenas of other member teams, play its strongest available team of registered players.
- 10.7. When there are players released from University, college or other institutions prior to the season starting they can sign with any team in the AJFHL as long as they are eligible to play. Any University, college or other institution players released after Dec 01st of each season there shall be no more than two of those players going to any one team. Once those players are on these teams they are not allowed to practice with the team they were released from during their season.
- 10.8. Under-age Players
  - a) Players that are still eligible to play midget hockey are encouraged to play at the midget level. Exceptions will be only if there is no midget team available that is equivalent to Midget AAA or A, or the midget teams are considered full (15 skaters / 1 goalie). Midget players requesting to play at the junior level must have written permission from her LMHA, approval from Hockey Alberta and the AJFHL.
  - b) If a junior team has a midget age player, then the team must have at least one coaching staff that has attended the Speak-Out / Respect in Sport. Teams are discouraged to signing players less than 17 years old except for special circumstances and must be approved by the league.
  - c) If a player is released after making AAA or leaves an AAA team partly through the season, she can apply to try out for the Junior team upon getting a release from the AAA club and getting the proper permission from her LMHA (permission to tryout form / under-age form).
  - d) If there is an under-age player wanting to tryout at the beginning of the hockey season for a Junior Female Team; she needs to obtain permission to tryout from her LMHA, Hockey Alberta and the AJFHL.
- 10.9. Over-age Players
  - a) Due to the infancy of the league, teams will be able to card 4 over-age players. Girls that turn 22 years of age prior to January 1 of the current hockey season will be allowed to play in the AJFHL as per 10.1 (b).
  - b) Over-age players will not be allowed to roster after December 31 of that season without approval from the league.
  - c) Submitted team rosters must clearly identify over-age players and they must be identified on any official score sheets with the acronym OA written clearly



beside the players name. If the team fails to identify the over-age player on the game sheet, the league can fine the team a minimum of \$50 each time player is used without the acronym OA.

d) The over-age policy will be reviewed annually or until the league has been proven to be self-sustaining and team formation in participating associations stable.

## **11. Training Camp and Exhibition Games**

- 11.1. Tryout or evaluation camps for all junior teams will only be allowed to start after August 31st. No team official shall be on the ice at any form of skate session held prior to August 31st. Being on the ice and holding a skate of any kind would be considered an attempt to contravene this bylaw and subject to fines and or suspensions. Any team wanting to have some form of skate prior to August 31st must make that skate open to any and all players of junior age and graduating midget players and obtain league approval (President or representative). The team must send a communication to all teams in the AJFHL informing them of an open skate being available. At approved skates team officials would then be allowed onto the ice. Any new females must obtain proper paperwork to play in the AJFHL.
- 11.2. AJFHL teams wanting to play exhibition games or tournaments out of division must get HA approval (Sanction number) and only play teams deemed equivalent to junior or higher by the league. Equivalent teams would be ACAC, CIS, U.S College (All divisions), Academy teams high school and above, NAFHA div 1 and 2. All other teams would not be considered and approval would be needed from the league on an exception only basis and approved by the president or vice president or identified delegate.
- 11.3. No exhibition or tournament games will be played if it impacts league or playoff games. Impact would be any regular season or playoff games that would need to be postponed or rescheduled. All game sheets must be faxed to the HA female council chair and the AJFHL within 48hrs. Any contravention to this regulation without league approval would be subject to suspensions and/or fines.

## **12. Regular Season Games**

- 12.1. Each Team shall furnish to the League, no later than September 1st, of each hockey season, a list of available dates at the arena in which it is prepared to play its home games in the ensuing season.
- 12.2. Each Team is entitled to an equal number of home games and road games. If scheduling is an issue then the scheduler will do the best they can to make it fair, considering what had occurred the previous years.
- 12.3. The regular season schedule shall be adopted at the Annual Member's Meeting, or as soon after as possible, and shall specify:
  - a) the date each game; and
  - b) the place of each game



12.4. All games must be in the home Team's designated arena, unless an alternate venue is approved prior to the league-scheduling meeting by a majority vote of the Directors. The alternate venue must meet all league standards.

### **13. Playoff Games**

13.1. The championship of the League shall be contested each year by the Teams competing under such conditions as may be decided.

### **14. Postponed Games**

14.1. The date of any scheduled game shall not be changed or postponed other than by approval of the President or Vice President. Team(s) requesting any change to scheduled games must submit the request to the President or vice president as soon as possible (Prior to the game in question being played) with the reasons for the change (E:mail, text or phone call will be sufficient depending on the situation). The President or vice president will review the reason(s) and provide guidance to the team(s) for getting the game rescheduled and ensuring the points for the game are awarded. Reasons for changing or postponing a game could be but not limited to, weather conditions, lack of players (Due to injury, sickness, or suspensions), arena issues, travel issues, lack of officials.

- i. The President and/or Vice President will resolve any issues to ensure all games are completed and all points available are awarded. If an impasse on rescheduling the game between the affected teams occurs the President and/or vice president will make a final decision on resolution and that decision will stand. This could be but not limited to, playing the next scheduled game between the teams as a four point game (If on the schedule). Playing the game after the regular season but before the playoffs. Playing at a neutral site if ice availability is an issue.
- ii. If the points from a postponed game do not impact the final standings at the end of the regular season both teams will be awarded one point.
- iii. The president or vice presidents decision on postponed games may include compensation from the postponing team to the team being put out for any travel costs that would be unrecoverable. The appropriate form is to be used off the website and submitted.

14.2. If a Member's team is late for a scheduled start time, by 1 hour or more, the Vice President has the discretion to postpone the game. If the game is postponed, restitution must be made to the home team for costs incurred due to the late arrival or postponed game.

14.3. All postponed games shall be played as soon as possible and in the event that the teams do not agree to a date to play the postponed game within seven (7) days of the postponement, the Vice President shall arbitrarily set the date. The cost of the ice rental and officials shall be the responsibility of the cancelling team.

### **15. Tampering Or Negotiation With Players Of Other Teams**



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- 15.1. Refer to Hockey Canada/ Hockey Alberta Tampering rules. For contravention of this rule, the member team shall be liable to a minimum fine of two hundred and fifty dollars (\$250.00), a maximum fine of seven hundred and fifty dollars (\$750.00)
- 15.2. If a player so wishes to play for another team for whatever reason, they must acquire a release from the Junior Team they played for from the previous year. This will allow the previous team to collect any outstanding debt or equipment that is owing to them.
- 15.3. If a player from another team contacts a coach or any "Team Personnel" from a different team enquiring about playing for that team; that coach or "Team Personnel" will inform that player that they cannot speak to them. That coach or "Team Personnel" shall immediately contact the President and/or Vice President and have them liaise with the original coach of the team that player is from.
- 15.4. A Member shall not, through any officer, employee, agent, scout or other representative, interfere with or attempt to interfere with the movement of a player who is enroute to, has reported to, or is being granted a tryout with a Member at its training camp between Sept. 1 and the date of the first regular-season games. For contravention of this rule, the responsible member shall be liable to a minimum fine of \$250 to a maximum fine of \$500 and/or be penalized on its 25-player list.