



**Rocky Mountain Female Hockey League  
(RMFHL)**

**CONSTITUTION and BYLAWS**

**Article 1**

The name of the league shall be known as the Rocky Mountain Female Hockey League (RMFHL), herein referred to as either RMFHL or the league.

**Article 2**

The league shall abide by all the Articles, By-laws and Regulations of Hockey Canada, the Bylaws and Regulations of Hockey Alberta. All games shall be conducted according to the Hockey Canada Official Playing Rules for that season.

**Article 3**

The objectives of the league shall be:

- a) to foster and promote the opportunity for Female players in the Calgary and surrounding area to play in an all-female league under its jurisdiction;
- b) to control and administer the playing of the game of hockey in accordance with the rules, regulations and etiquette of the game;
- c) to ensure an equal skill level competition within the league while fostering an environment of shared respect;
- d) to promote the development of players, coaches, officials and volunteers within the game of hockey.
- e) to reduce the amount of travel for the applicable category of female hockey.

## OPERATIONAL BYLAWS

### Rocky Mountain Female Hockey League (RMFHL)

#### 101 Operation and Control

- a) RMFHL teams will be controlled and operated only by Local Minor Hockey Associations and will not enter into any player contracts or agreements of any kind and with anyone except Hockey Alberta and Hockey Canada.

#### 102 Existing Members

- i) The following local minor hockey associations are members of the Rocky Mountain Female Hockey League:
  - ii) Minor Hockey Association of Calgary represented by Girls Hockey Calgary (GHC)
  - iii) Okotoks Minor Hockey Association (OMHA)
  - iv) Strathmore Minor Hockey Association (SMHA)
  - v) Cochrane Minor Hockey Association (CMHA)
  - vi) Airdrie Minor Hockey Association (AMHA)
  - vii) High River Minor Hockey Association (HRMHA)
  - viii) Olds Minor Hockey Association (OMHA)
  - ix) Red Deer Minor Hockey Association (RDMHA)
  - x) Innisfail Minor Hockey Association (IMHA)
  - xi) Banff Minor Hockey Association (BMHA)
  - xii) Canmore Minor Hockey Association (CMHA)
  - xiii) Lethbridge Minor Hockey Association (MMHA)
  - xiv) Siksika Minor Hockey Association
  - xv) Prairie Thunder Hockey (Brooks)
  - xvi) Lomond Minor Hockey
  - xvii) Taber Minor Hockey
  - xviii) Morley Minor Hockey
  - xix) Medicine Hat Minor Hockey
- b) LMHA members are to be within 140 kilometers travel distance of the City of Calgary city limits.

#### 103 Prospective Members

- a) Local Minor Hockey Associations wishing to operate one or more teams in the league must make application in writing to the League President not later than April 1<sup>st</sup> of the current year.
- b) The league will form an Expansion Committee of three (3) from its members who will review the application and report to the membership their findings at the annual meeting in June of the year.
- c) The committee will review each application taking into consideration:
  - i) The location of the prospective local minor hockey association in relationship to the travel and programs of the current membership;
  - ii) Detrimental effects to existing associations;
  - iii) Matters associated with the cost of participation of the prospective team, including the cost of travel;
  - iv) Such other factors as the committee considers appropriate in the circumstances.
- d) Acceptance will require an affirmative 75% (¾) majority or better vote of all existing associations.

#### 104 Team Registration

- a) It will be the responsibility of each Local Minor Hockey Association (LMHA) to ensure that their team(s) is/are properly registered with Hockey Alberta. All players must be registered to the HCR system, prior to playing in their first league game she is eligible to participate in. Each LMHA Officer should maintain a copy of all official player rosters submitted for registration.
- b) It is the League's responsibility to monitor that all teams are registered with Hockey Alberta as per these bylaws. Each LMHA will provide assurance that it has properly registered each player.

- c) The LMHA will be responsible for ensuring that any affiliate player used in any game is properly affiliated as per Hockey Alberta Regulations prior to playing in that game.
- d) A photocopy of all player registration and team / named player affiliation lists shall be provided to the league.

**105 Violations**

- a) Any violations of the constitution, bylaws, policies, procedures, rules or regulations of the League, Hockey Alberta or Hockey Canada by any member of this League may render such member liable to disciplinary action and/or suspension as deemed necessary.
- b) Upon learning of an alleged violation or breach of the Constitution, Operating Bylaws and Policies and Procedures of the league the President, Vice President or their designate shall determine whether there was a violation or breach and impose such disciplinary measures and sanctions as they President, Vice President or designate may deem appropriate.
- c) Upon learning of an alleged violation or breach of the bylaws, regulations of Hockey Alberta or Hockey Canada the President or designate shall refer such to the appropriate Hockey Alberta representative.

**106 Meetings – Representation and Voting**

- a) Annual meeting to be held within 2 months of the end of the RMFHL season. Meetings of the participants will be organized as deemed necessary.
- b) The League will hold its organizational meeting in September annually.
- c) No association shall be entitled to be either represented at or have voting privileges at the general meeting or any meeting of this league unless its financial commitments to the League are fully paid and they are deemed to be a member in good standing by the League.
- d) Quorum will consist of 2/3 of the membership - to the next whole number.
- e) At any meeting, associations shall be entitled to votes based on the following chart:

# of Teams in League	# of Votes
1-5	1
6-11	2
12-17	3
18-23	4
24-29	5
30-35	6

Voting will be on all matters including election of officers. In the case of a tied vote (Excepting elections – see 110) the President (or presiding meeting Chairman in the absence of the President). Shall cast a deciding ballot.

- f) A simply majority of members present shall carry all questions except as specified elsewhere in these bylaws.
- g) Special meetings may be requested by the members and must be called by the President within 30 days upon receipt of the request for a special meeting,. The request must be signed by a simple majority of the teams and must include the reasons for the request. Fourteen days’ notice must be given to each team.

**107 Membership Fees**

- a) The annual membership administration fees shall be payable to the League by each association on or before September 15th each year.
- b) All association’s privileges are automatically lost upon default of any monies due to the League.
- c) The membership administration fees shall be reviewed at each Annual Meeting, and be set after consideration of the budget.
- d)

## **108 Declaration of Teams**

- a) All associations shall declare the number and category of teams they will operate in the league for the season at or before the September meeting. Each new season, LMHA's will have to declare the same recognized teams as previous season. If an LMHA chooses to remove (1) single team from the RMFHL to play in another league, the specified LMHA will have to remove all teams from the RMFHL for that current season, and will not be able to return to the RMFHL for the following (2) years after.

## **League Bond**

- a) All member associations will be required to provide and maintain the established league bond. The league bond fee is \$150.00 per LMHA. This will be added to league fees.

## **109 Officers of the League**

- a) The officers shall consist of:
  - i) President,
  - ii) Vice-President
  - iii) Vice-President Operations
  - iv) Secretary/Treasurer.

## **110 Election of Officers**

- a) The election of Officers will take place at the Annual General Meeting of the league and will be conducted by secret ballot.
- b) At each annual meeting the President of the League shall appoint a non-voting independent person to act in the capacity of the Returning Officer, who will chair for elections only.
  - i. Candidates may be nominated from the floor and or by a Nominating Committee as selected by the league.
  - ii. A candidate requires a simple majority of the voting members present to be elected.
  - iii. In the event three or more candidates are nominated and no candidate secures a simple majority of votes required, the candidate with the lowest number of votes will be deleted from the ballot, and revote shall take place. This procedure shall be repeated until a candidate receives the simple majority required.
  - iv. In the case of a tied vote, the President elect will cast the deciding vote. In the case of the position of President or Returning Officer the tie will be broken by a simple toss of a coin.
- c) Officers will assume a two year term upon acceptance.
- d) Should a vacancy occur during the year of any officer position the following shall take place:
  - i. If it is the President, the Vice President shall assume the position and may appoint a replacement Vice President until the next league meeting.
  - ii. If it is the Vice President or the Secretary / Treasurer, the President may appoint a replacement until the next league meeting.
  - iii. If it is the Vice-President of Operations, the President may appoint a replacement until the next league meeting.

## **111 General Duties and Powers of the President and Vice-President**

- a) To conduct the business of the League in its entirety between annual general meetings as directed by League members and to be accountable to League members.
- b) To operate the league and ensure that the league is operated in conjunction with Hockey Alberta bylaws rules & regulations.
- c) To discipline any coach, manager, player, team official, local association representative or member for refusing to accept and obey the ruling of the League or its officers and for any proven misconduct, unfair or unsportsmanlike conduct, individually or collectively at any place where hockey is being played or at any meeting as per 105 (b)

## **112 Duties and Powers of the President**

- a) May represent any and all of the members of the League on any occasion and will be responsible to the League. In the absence of the President the President may designate the Vice-President and he shall have the powers of the President in this respect.
- b) Shall call such meetings as are deemed necessary or to call a special meeting at the request of a majority of the League teams received in writing from the appropriate local associations. Such request shall state the business to be considered at the special meeting.
- c) Shall provide reports to directors or designates regarding any suspension of clubs, managers, coaches, players or officials.
- d) Shall ensure that League expenditures do not exceed budget amounts without due consideration and approval of the League.
- e) To be responsible for the complete operation of the League.
- f) To control discipline matters within the League's jurisdiction.
- g) To attend and chair League meetings, or any other meetings relating to the League.
- h) Shall appoint, as required, an Expansion Committee to accept and review on behalf of the RMFHL applications from prospective members as outlined in 103
- i) Establish, when necessary, any other committee necessary to review operations of the league.
- j) Annually, participate in a meeting with all Coaches and Managers before the start of League play
- k) Send in constitution and bylaws to Bylaw Review Committee within Hockey Alberta. Include in this the executive members, names, positions, email, phone number and physical address.
- l) President or appointed member to be an active member within Hockey Alberta's league liaison committee, as well as having constant communication with Hockey Alberta Female Council.

## **113A Duties and Powers of the Vice President**

- a) Keep a record of all suspensions associated with the teams within the league. Keep a list on the website.
- b) Ensure the League schedule is developed and distributed.
- c) Annually, participate in a meeting with all Coaches and Managers before the start of League play.
- d) Jointly approve and communicate schedule changes to the Statistician who will ensure full League communication.
- e) Chair any disciplinary review committees struck from time to time.
- f) Chair any playoff, All Star and League Award activities.
- g) Keep list of all suspensions on the website.

## **113B Duties and Powers of the Vice-President of Operations**

- a) Review all game change forms for all league and playoff play, keep a record, make changes to the website and communicate these game changes to team managers.
- b) Annually participate in a meeting with all coaches and managers before the start of league play.
- c) Jointly approve and communicate schedule changes to the statistician who will ensure full league communication.
- d) Chair any disciplinary review committees struck up from time to time.
- e) Chair any playoff, all-star and league award activities.

## **114A Duties and Powers of the Secretary /Treasurer**

- m) To manage a bank account, record all revenues and expenditures, deposit all monies received, and pay all accounts of the League and prepare appropriate financial statements for all League meetings. (Fiscal year ends June 30th of each year).
- n) Records minutes of all league meetings, and distribute copies to all members within 14 days of the meeting.
- o) Handle such correspondence and financial matters as require by the League.
- p) Bank signing authority, any two of the President, Vice-President or Secretary/Treasurer, is required to sign cheques, any one of the above to verify the account.

- q) Audit Clause - Annual internal audit is to be conducted on a yearly basis of all accounts by two representatives of League members or an independent auditor, prior to each pre-season meeting.
- r) Budget:
  - i) To prepare a draft budget, for the ensuing year, in conjunction with the President elect circulation to League members at least 30 days prior to the Pre-season Meeting.
  - ii) To accurately steward to the budget amounts approved by the Pre-season meeting.
  - iii) To monitor expenditures, relative to budget, and advise the President when budget limits are being reached.

#### **114B Duties of the League Statistician**

- a) Collect and publish League and player statistics.
- b) Publish to each LMHA, at least weekly all team statistics, League scored, standing, and planned schedule changes and a list of outstanding score sheets. LMHA will work with the associations to get copies of the missing sheets.
- c) Annually, the League may entertain alternative proposals for the function and possible fees of the League Statistician.

#### **114C Duties of the Web Master**

#### **114D Duties of the Ice Scheduler**

- a) The ice scheduler will draw up the schedules for the league tiering round, the regular season and the league playoffs.

#### **115 Duties of LMHA Representative**

- a) Attend all meetings of the RMFHL or send report or representative.
- b) Submit ice to the RMFHL scheduler, regular season and playoffs.
- c) Act as the go between for league executive and individual team staff.
- d) Distribute all league information to teams that occurs as season progresses including schedules, playoffs and suspensions.

#### **115A Expenses**

- a) Any expenses for meals, travel and accommodations by an officer of the league will be the responsibility of the league and will be reimbursed to them by the league.
- b) The league will consider for reimbursement to league officials, the costs of long distance phone charges, fax machine costs and similar costs within the budget for the league
- c) No one directly involved with the coaching, management or administration of the League may profit from any matters pertaining to the League.

#### **115B Amendments**

- a) The Constitution shall be amended only at an Annual General Meeting.
- b) A notice of the intended amendment to the Constitution shall be submitted in writing to an officer of the League at least forty-five (45) days prior to the date of the Annual General Meeting.
- c) The Operational Bylaws and Policies and procedures may be amended at any meeting of the League providing notice has been given as provided in d).
- d) A notice of an intended amendment to the Constitution or the Bylaws shall be provided to each team and their local association at least thirty (30) days prior to either the annual general meeting or the meeting where the Operational Bylaw or Policy and Procedure change is to be considered.
- e) Amendments require a simple majority as specified in 106 f l

#### **116 Appeals**

- a) A decision of a referee and a minimum suspension issued pursuant to that decision may not be appealed. Additional suspension may be issued by the members LMHA and will be that LMHA responsibility.

- b) Suspensions greater than the Hockey Alberta Minimum Suspension Guidelines or those suspensions issued by league officials as a matter of discipline are subject to appeal to a league disciplinary committee, which will be appointed to hear the appeal.
- iv) The committee shall be comprised of three members from the league membership, who shall be empowered to review the suspension or league official's rulings and to determine the appropriateness of the suspension or league officials ruling.
- v) Any review of a suspension can not fall below the Hockey Alberta Minimum Suspension Regulations
- vi) All appeals must be in writing (or via Fax), to the President and must be signed by the president of the local minor hockey association within forty eight (48) hours of the game or officials ruling.
- vii) An appeal must be accompanied by a \$100 nonrefundable cheque payable to the league.
- viii) The appeal committee will render its decision within 10 days of the appeal being filed.
- ix) Any decision may be appealed to Hockey Alberta as per Hockey Alberta By-laws & Regulations

**117 Expansion Committee**

- a) The expansion committee shall consist of no less than three (3) league directors. The committee shall appoint its own chairman from amongst its membership.
- B )The committee will be responsible to ensure that all requirements are met by prospective members and for completing any reviews or investigations in considering the application, and for making a recommendation to the league as to the acceptability of the application. See 103
- c) The committee will report to and be accountable to the League President.

**118 Legal Action**

- a) Any LMHA team, team official, parent or player who threatens the RMFHL or its League Officers with any legal implications or actions, the association involved may be suspended from the RMFHL until the legal action or implication has been properly dealt with.

**119 League Volunteers**

- a) Each local minor hockey association shall provide volunteers within the league based on the following chart.

1-5	1
6-11	2
12-17	3
18-23	4
24-29	5
30-35	6

**120 Game Cancellation/Postponement due to inclement weather**

- a) If/when there is a league game cancelled by the visiting team due to weather/road conditions, the cancelled team needs to arrange with home ice team and reschedule the game. **The rescheduled must be played prior to the end of regular league play.**
- b) If the home team requests they want home ice advantage, they will supply another ice time within 7 days. Both teams in question will split the cost of the ice

## OPERATIONAL Regulations

### Rocky Mountain Female Hockey League (RMFHL)

#### 1. LEAGUE GAMES

- a. Each Minor Hockey Association shall provide appropriate/agreed to ice times for the respective age group
- b. There shall be at least 1 flood at the beginning of, between the first and second period or between the second and third period of all games within the league. All game slots of 1.75 hours and longer will require two floods during the game time. Any decision prior to or during the game to play without floods may only be made with the agreement of coaches from both teams.
- c. **At the start of ALL RMFHL League and Playoff games the clock will be set to a minimum 3 minute and a maximum 5 minute warm-up period.** The clock shall be started immediately at the commencement of the scheduled time slot or permit time, or when the ice is available for both teams to commence skating, whichever is the latter. At the end of the five (5) minute warm-up period, the clock shall be reset to the game time. Game times will be as follows: Also the 5 minute is only applicable to certain length of ice time revisit for the September meeting.

#### Permit Time

#### Game Time

1.25 hours	1 <sup>st</sup> , 2 <sup>nd</sup> periods 15 minutes, 3 <sup>rd</sup> period 20 minutes no floods
1.50 hours	1 <sup>st</sup> period 15 minutes, 2 <sup>nd</sup> & 3 <sup>rd</sup> periods 20 minutes no floods
1.75 hours	1 <sup>st</sup> period 15 minutes, 2 <sup>nd</sup> & 3 <sup>rd</sup> periods 20 minutes 2 floods
2.00 hours	1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> periods 20 minutes 2 floods
2.25hours +	Full stop 20 minutes and floods between each period

These times to be enforced within the RMFHL. If period length or game length or flood time changes – different from the bylaws, both coaches must be in agreement and sign off on the back of the white game sheet prior to the start of the game.

- d. During regular season league play, if, after three (3) periods of play, the score is tied, NO OVERTIME shall be played.
- e. League play will start on or before the last weekend in October.
- f. Midweek games for all categories are discouraged, and are subject to approval of the Governor and/ or President.
- g. Regular league schedule will go to the end of February. The first weekend of playoffs shall start the first weekend of March. If two teams both agree to start earlier they may do so.
- h. Midweek and Sunday games shall commence no later than **8:00 pm** for Midget and Bantam and no later than **7:00pm** for atom and peewee, without the agreement of both coaches.
- i. Sunday games shall not commence before 8:00 A.M. without the agreement of both coaches.
- j. Stop time is to be used in all periods of all games. When five (5) minutes remains on the ice permit and after the first stoppage of play thereafter, the time clock will be set to two (2) minutes and the remainder of the game will be played stop time. All member Associations must declare at the Annual General Meeting whether they will follow this regulation or provide additional ice time to complete the game.
- k. Due consideration for travel and schooling must be made when scheduling all games, including league play-offs and any rescheduled games. The President shall arbitrate disputes over appropriateness of available ice times.
- l. To initiate a game change, a notice of game change form must be signed by both teams with rescheduled date. Can be initiated by home or visitor team. The initiating team pays for the cost of the ice for game change, and officials if applicable. Subject to league approval. All game changes must be completed prior to the end of regular season.
- i. No four point games will be allowed.



- ii. A rescheduled game can NOT be rescheduled again.
- m. Time Out – a motion for time out for a game is limited to one per team when there is ice time of 2 hours or more.
- n. Fines:
- p. More than two game movements per season (weather not included) \$100.00
- q. Forfeit of game - \$250.00 In the event of a second forfeit, the team will be fined \$250 as well as issued a one game suspension for the head coach. Should a third forfeit occur, team will be fined \$250 plus team will be removed from league playoffs.
- r. Coach, manager or team designate must attend the RMFHL mandatory meeting or the team will be fined \$50.00.
- s. LMHA or one representative must attend league meeting. LMHA also has the option to email vote by proxy. Failure to do so will result in \$50.00 fine.
- t. In the event the Division Coordinator enters the game sheet score when the team manager failed to do so within the 72 hour allotted time period, the team will be fined \$50.00. Game sheet scores must be entered within 24 hours during playoffs.
- u. Teams must enter a minimum of one team official on the RMFHL website by October 15 and the remainder of at least 3 team officials must be entered by November 1<sup>st</sup> or the team will be fined \$100. Team official contact information includes name, email address and phone number.

All infractions to be mandated immediately. Executive reserves the right to amend this policy mid-season should infractions increase.

## 2. OVERAGE PLAYERS

- a. The league will follow the Hockey Alberta guidelines concerning Overage players. All players must meet these guidelines and must have approval granted by Hockey Alberta.
- b. Individual application must be made in writing with the proper Hockey Alberta Overage Application form to the league executive and must be approved by the league President or any committee he may have set up to deal with the applications. Any application denied by the President or committee may be taken to a vote of the membership at the next regular meeting by requesting so in writing as long as such meeting is before the application deadline. All applications must meet the deadline of December 1st of the current hockey season.
- c. The RMFHL executive can revoke the overage status if the player fails to continue to meet Hockey Alberta overage guidelines.
- d. The league reserves the right to revoke the overage status of any player if the player is in the top scoring or penalty minutes or is incurring major penalties. This would be handled on a complaint basis in writing and would be decided on by the league president. The deadline for complaints would be Dec.31 and any player movements would have to be done by Jan 7.

## 3. Suspensions

- a. All suspensions will follow the current Hockey Alberta Regulations. Any further disciplinary actions in addition to the Hockey Alberta regulations prescribed by the offending team/player's minor hockey association will be administered by the league as prescribed and presented to the league along with that LMHA. Suspension guidelines to be continually updated to match those of Hockey Alberta.
- b. A copy of all suspension letters past the RMFHL season must go to applicable zone disciplinarian as well as the Hockey Alberta head disciplinarian (Kyle Baltimore as of 2013) for the purpose of tracking.

## 4. Playoffs:

- a) **Tie Breaking Formula** to determine league standing for position in playoffs:
  - i)The team with the best record between the tied teams.

- ii) The team with more wins.
- iii) The team with the least losses.
- iv) The team with the best goals for minus goals against.
- v) The team with the most goals for.
- vi) The team with the least goals against.
- vii) Coin toss.

**b) Playoff Format:**

**8 team playoff**

First round 1vs8, 2vs7, 3vs6 4vs5 two game total POINTS, we emphasize clarity on the total point's format. If a division has more than 8 teams, only the top 8 teams will move forward into the playoffs.

Second round 1vs4 2vs3 two game total points

Final round 1vs2 best two out of three

**6 team playoff**

First round first and second receive a bye 3vs6, 4vs5 two game total points. If a division has less than 8 but more than 6, only the top 6 teams will move forward into the playoffs.

Second round 1vs4, 2vs3 two game total points.

Final round 1vs2 best two out of three format.

**4 team playoff**

First round 1vs4, 2vs3 best two out of three format. If a division has less than 6 but more than 4 teams, only the top 4 teams will move forward into playoffs.

Final round

1vs2 best two out of three format.

**Clarity on the total point format.**

Each win is worth 2 points, tie 1 point and 0 points for a loss. (except final round – no ties allowed)

When you have a different team winning each of the games then after the conclusion of the second games regulation time limit you will then proceed to a shootout in the first or second round,

Every game in the final round of playoffs will declare a winner. In the event of a tie, play continues with a 4/4 overtime for 5 min then proceed to a shootout if necessary to declare a winner. No ties to be allowed.

In each of the rounds the highest seed from the regular season standings shall have the highest seeding throughout the playoffs.

The playoffs are to commence after the regular season is completed, the first round to be completed at the end of the first weekend in March, the second round to be completed by the second weekend of March. The third round to be completed by the 4<sup>th</sup> weekend of March. This is to deal with Hockey Alberta Provincials for any teams participating.

**c). Shoot Out Formula:**

If a shoot out is required to determine a winner:

Each team will have 3 shooters for initial shoot out.

If the game is still tied after the three players shoot out, teams will take alternating penalty shots until a winner is decided. The original three shooters and all subsequent shooters are not eligible for the alternating portion until all eligible players on the team roster score sheet have had a turn.

d). Suggested length of playoff ice as recommended: Atom 1:15, Peewee 1:30, Bantam 1:45 and Midget 2:00.

**5. Communication Flow Chart:**

a) Any deviation from the communication flow chart will result in a written warning to the LMHA, President of that Association and the Executive. A second infraction will result in a possible \$500 fine, pending review by the executive and LMHA.

(New flow chart to be inserted here)

Bylaws updated September 2, 2014.