

# ALBERTA ONE OPERATING DIRECTIVES





Contents

ALBERTA ONE..... 2

    OBJECTIVES..... 2

LEGAL ACTION ..... 2

AMENDMENTS ..... 2

    ALBERTA ONE STRUCTURE ..... 3

LEAGUE GOVERNANCE..... 3

    LEAGUE MEMBERSHIP ..... 4

ALBERTA ONE MANAGEMENT STRUCTURE ..... 7

    COMMITTEE APPOINTMENTS..... 8

    COMMITTEE RESPONSIBILITIES..... 9

APPENDICES..... 10

    APPENDIX A: ALBERTA ONE REGULATIONS, POLICIES & PROCEDURE AMENDMENT  
    PROPOSAL PROCESS..... 10

    APPENDIX B: ALBERTA ONE MHA LEAGUE PARTICIPATION REVIEW PROCESS ..... 11



Hockey Alberta identifies the Minor Leagues and Minor Female Committees as the operators of the tiered categories of minor hockey and minor female hockey at the U18, U15, U13 and U11 divisions.

Scheduled play will be implemented under the Alberta One Philosophy and the Leagues as assigned by Hockey Alberta in accordance with the Hockey Alberta Regulations.

- a. The Leagues are sanctioned leagues of Hockey Alberta.
- b. The Leagues are the governing body of the tiered categories of minor and minor female hockey for all teams at these categories.
- c. The Leagues will be comprised of four (4) age divisions of hockey being U18, U15, U13 and U11. These four age divisions will be further subdivided into tiers for the purposes of regional play, competition and reduced travel.
- d. Only the member teams of the Leagues shall be eligible for Provincial Championships for the U13, U15 and U18 divisions as provided in the Hockey Alberta Regulations, unless otherwise directed by Hockey Alberta.
- e. The Leagues will all play under the Rules and Regulations of Hockey Canada, Hockey Alberta and Alberta One Regulations, Policies & Procedures. Should a League, due to special or extenuating circumstances, look to deviate from one or more of the Alberta One Regulations, Policies or Procedures or look to operate a Pilot Program, rationale and support from the League Membership must be sent to the Minor Leagues Chair or Minor Female Chair for special exception. Each team will be responsible for complying with all rules and regulations of those "Governing Bodies" as well as the regulations of Alberta One.

## OBJECTIVES

The objectives of Alberta One are to:

- a. Provide consistent League Operating Standards for Minor and Minor Female Regional Leagues approved by Hockey Alberta to structure sanctioned competition for the member MHAs in certain areas of the Province and for certain levels of hockey.
- b. Have an aligned customer-focused League structure and competition model that will be consistent in its delivery.
- c. Maintain a fair process where no Regional League or member MHA gain benefit or preference over or at the expense of another in any aspects of Regional League activities.
- d. Create a collection of teams to play each other where competitive balance, scheduling and options to reduce travel are a priority.
- e. Provide a consistent process amongst the Regional Leagues in determining representatives for Hockey Alberta Provincial Championships.

## LEGAL ACTION

Any Association, team, team official, parent or player who threatens Hockey Alberta and/or its Leagues or its League Officers with any legal implications or actions, the team(s) involved may be suspended from participation in the Leagues until the legal action or implication has been properly dealt with.

## AMENDMENTS

***Please see Appendix A for the Alberta One Regulations, Policies & Procedures for Leagues Amendment Process***



## ALBERTA ONE STRUCTURE

Leagues, as hosts of tiered categories of play, are governed by Hockey Alberta and the Alberta One philosophy. Each League in the Province will be represented by a Management Group that is responsible for the tiered categories in their respective area. In general, it is expected that members of the Management Group will be the persons representing the League.

Tiered Minor Hockey Leagues:

- a. Shall be a properly organized League, that is sanctioned to operate scheduled play for the members registered with Hockey Alberta.
- b. Must have their President (or designate, upon Hockey Alberta approval) sit on Hockey Alberta's Minor Female and/ or Minor Leagues committees.
- c. New Leagues shall be accepted to Alberta One only after applying in writing, in accordance with the Hockey Alberta Regulations and being approved by Hockey Alberta. Any new League applicants must declare the Division(s) and Tiers of hockey they are applying to operate, and if accepted cannot enter another Division of Category without applying in writing to do such.
- d. Must be registered under the Alberta Societies Act and will be obligated to follow all requirements set forth by Alberta Societies Act.

***Please see Appendix B for the Alberta One New League Application Guidelines***

Leagues approved and operating under Alberta One are:

- All Peace Hockey League
- East Central Alberta Female Hockey League
- Northern Alberta Interlock
- Edmonton Federation Hockey League
- Hockey Calgary
- Rocky Mountain Female Hockey League
- Central Alberta Hockey League
- North Eastern Alberta Hockey League

### LEAGUE GOVERNANCE

Leagues shall be responsible for the appointment for their Executive, as dictated by the Alberta Societies Act, but shall have at least one (1) individual responsible for the following functions of the Regional League:

- League Leadership (Example: President)
- Age Division Oversight (Example: U11 Director)
- League Discipline (Example: Discipline Coordinator)
- League Finances (Example: Treasurer)
- Officiating Liaison (Example: Referee in Chief)
- League Communications (Example: Website / Social Media Coordinator)
- League Administration (Example: Secretary / Administrator)



# LEAGUE MEMBERSHIP

Membership of Leagues will be governed by the Minor Leagues and Minor Female committees and all members will be Minor Hockey Associations as hosts of minor tiered and female tiered teams in the U18, U15, U13 and/or U11 divisions of play.

General terms of League members include:

- a. A member of a League shall be a properly organized Minor Hockey Association wherein all its tiered hockey teams participating in the League shall be registered with Hockey Alberta, as required by Hockey Alberta. It will be the responsibility of each Minor Hockey Association to ensure that their teams are properly registered with Hockey Alberta.
- b. New members shall be admitted to a League only after applying in writing to the Minor Female and/ or Minor Leagues committees and being approved. Any such new member applicants must declare the Age Divisions of hockey they are applying to enter and, if accepted, cannot enter another Age Division without applying in writing to do such.

**Please see Appendix C for the Alberta One League Membership Review Process.**

- c. A member of a League shall appoint at least one (1) individual on a yearly basis to represent their Association at all League meetings and share and report all League information back to their Association and Teams that participate in the League.
- d. Association(s) and/or team(s) from outside Hockey Alberta may be permitted to participate in league play, if approved by Hockey Alberta on a yearly basis but will not be Members of the Leagues. They will not be eligible to represent the League at a Provincial Championship. The Association these teams belong to shall be known as a Associate Member in the Regional League.

League’s membership shall be as follows on a season-by-season basis:

<b>ALL PEACE HOCKEY LEAGUE (APHL)</b>			
<i>Beaverlodge</i>	<i>Clairmont</i>	<i>East Smoky</i>	<i>Fairview</i>
<i>Grande Cache</i>	<i>Grande Prairie</i>	<i>Grimshaw</i>	<i>Grovedale</i>
<i>High Level</i>	<i>High Prairie</i>	<i>Hines Creek</i>	<i>Horse Lake</i>
<i>Hythe</i>	<i>La Crete</i>	<i>La Glace</i>	<i>Loon River</i>
<i>Manning</i>	<i>Nampa</i>	<i>Peace River</i>	<i>Rainbow Lake</i>
<i>Rycroft</i>	<i>Savanna</i>	<i>Sexsmith</i>	<i>Smoky River</i>
<i>Spirit River</i>	<i>Valleyview</i>	<i>Wembley</i>	<i>*Slave Lake (Minor Female)</i>

<b>ROCKY MOUNTAIN FEMALE HOCKEY LEAGUE (RMFHL)</b>			
<i>3 C’s</i>	<i>Airdrie</i>	<i>Brooks</i>	<i>Canmore</i>
<i>Camrose</i>	<i>Cardston</i>	<i>Carstairs</i>	<i>Cochrane</i>
<i>Eckville</i>	<i>Lethbridge</i>	<i>Maskwacis</i>	<i>Medicine Hat</i>
<i>Okotoks</i>	<i>Olds</i>	<i>Picture Butte</i>	<i>Piikani Nation</i>
<i>Ponoka</i>	<i>Red Deer</i>	<i>Siksika Nation</i>	<i>Stettler</i>
<i>Strathmore</i>	<i>Whitecourt</i>	<i>Warburg</i>	

<b>EDMONTON FEDERATION HOCKEY LEAGUE (EFHL)</b>			
<i>Hockey Edmonton and Edmonton Girls Hockey Association</i>			
<i>Beaumont</i>	<i>Devon</i>	<i>Enoch</i>	<i>Fort Saskatchewan</i>
<i>Leduc</i>	<i>Sherwood Park</i>	<i>Spruce Grove</i>	<i>St. Albert</i>
<i>Stony Plain</i>	<i>Strathcona</i>	<i>Sturgeon Hockey Club</i>	<i>*Wetaskiwin (Minor Female)</i>



**HOCKEY CALGARY**

*Hockey Calgary and Girls Hockey Calgary*

**NORTHERN ALBERTA INTERLOCK (NAI)**

<i>Andrew</i>	<i>Athabasca</i>	<i>Barrhead</i>	<i>CNN</i>
<i>CR Knights</i>	<i>Drayton Valley</i>	<i>Edson</i>	<i>Elk Island</i>
<i>Fort McMurray</i>	<i>Fox Creek</i>	<i>Hinton</i>	<i>Holden</i>
<i>Jasper</i>	<i>Mayerthorpe</i>	<i>Onoway</i>	<i>Pembina</i>
<i>Redwater</i>	<i>Slave Lake</i>	<i>Smoky Lake</i>	<i>Swan Hills</i>
<i>Thorhild</i>	<i>Tofield</i>	<i>Wabasca</i>	<i>Westlock</i>
<i>Whitecourt</i>	<i>Winfield</i>		

**NORTH EASTERN ALBERTA HOCKEY LEAGUE (NEAHL)**

<i>*3 C's</i>	<i>Bonnyville</i>	<i>Boyle</i>	<i>Chauvin</i>
<i>Cold Lake</i>	<i>Dewberry</i>	<i>Edgerton</i>	<i>Elk Point</i>
<i>Frog Lake</i>	<i>Glendon</i>	<i>Goodfish Lake</i>	<i>Hardisty</i>
<i>Hughenden</i>	<i>Irma</i>	<i>Kikino</i>	<i>Kitscoty</i>
<i>Lac La Biche</i>	<i>Lloydminster</i>	<i>Mallaig</i>	<i>Mannville</i>
<i>Marwayne</i>	<i>Onion Lake</i>	<i>Paradise Valley</i>	<i>Plamondon</i>
<i>Provost</i>	<i>Saddle Lake</i>	<i>St. Paul</i>	<i>Two Hills</i>
<i>Vegreville</i>	<i>Vermilion</i>	<i>Viking</i>	<i>Wainwright</i>

**CENTRAL ALBERTA HOCKEY LEAGUE (CAHL)**

<i>*3 C's</i>	<i>Airdrie</i>	<i>Alix</i>	<i>Banff</i>
<i>Bashaw</i>	<i>Bassano</i>	<i>Battle River</i>	<i>Beiseker</i>
<i>Bentley</i>	<i>Big Valley</i>	<i>Blackfalds</i>	<i>Bow Island</i>
<i>Bowden</i>	<i>Brooks</i>	<i>Calmar</i>	<i>Camrose</i>
<i>Canmore</i>	<i>Cardston</i>	<i>Caroline</i>	<i>Carstairs</i>
<i>Chestermere</i>	<i>Claresholm</i>	<i>Clive</i>	<i>Coaldale</i>
<i>Cochrane</i>	<i>Cremona</i>	<i>Crossfield</i>	<i>Crowsnest Pass</i>
<i>Delburne</i>	<i>Didsbury</i>	<i>Drumheller</i>	<i>Duchess</i>
<i>Eckville</i>	<i>Endmoor</i>	<i>Foothills</i>	<i>Foremost</i>
<i>Fort MacLeod</i>	<i>Hanna</i>	<i>High Country</i>	<i>Hussar</i>
<i>Indus</i>	<i>Innisfail</i>	<i>Irvine</i>	<i>Kainai</i>
<i>Kneehill</i>	<i>Lacombe</i>	<i>Lethbridge</i>	<i>Lomond</i>
<i>Magrath</i>	<i>Maskwacis</i>	<i>Medicine Hat</i>	<i>Millet</i>
<i>Morrin</i>	<i>Nanton</i>	<i>New Sarepta</i>	<i>Okotoks</i>
<i>Olds</i>	<i>Oyen</i>	<i>Picture Butte</i>	<i>Piikani Nation</i>
<i>Pincher Creek</i>	<i>Ponoka</i>	<i>Raymond</i>	<i>Red Deer</i>
<i>Redcliff</i>	<i>Rimbey</i>	<i>Rocky Mountain House</i>	<i>Rockyford</i>
<i>Siksika Nation</i>	<i>Spruce View</i>	<i>Standard</i>	<i>Stettler</i>
<i>Strathmore</i>	<i>Sundre</i>	<i>Sylvan Lake</i>	<i>Taber</i>
<i>Thorsby</i>	<i>Thunderstars</i>	<i>Vauxhall</i>	<i>Vulcan</i>
<i>Warburg</i>	<i>Warner</i>	<i>Wetaskiwin</i>	



<b>EAST CENTRAL ALBERTA FEMALE HOCKEY LEAGUE (ECAFHL)</b>			
<i>Battle River</i>	<i>Cold Lake</i>	<i>Dewberry</i>	<i>Fort McMurray</i>
<i>Irma</i>	<i>Kitscoty</i>	<i>Lac La Biche</i>	<i>Lloydminster</i>
<i>Onion Lake</i>	<i>St. Paul</i>	<i>Vermilion</i>	<i>Wainwright</i>

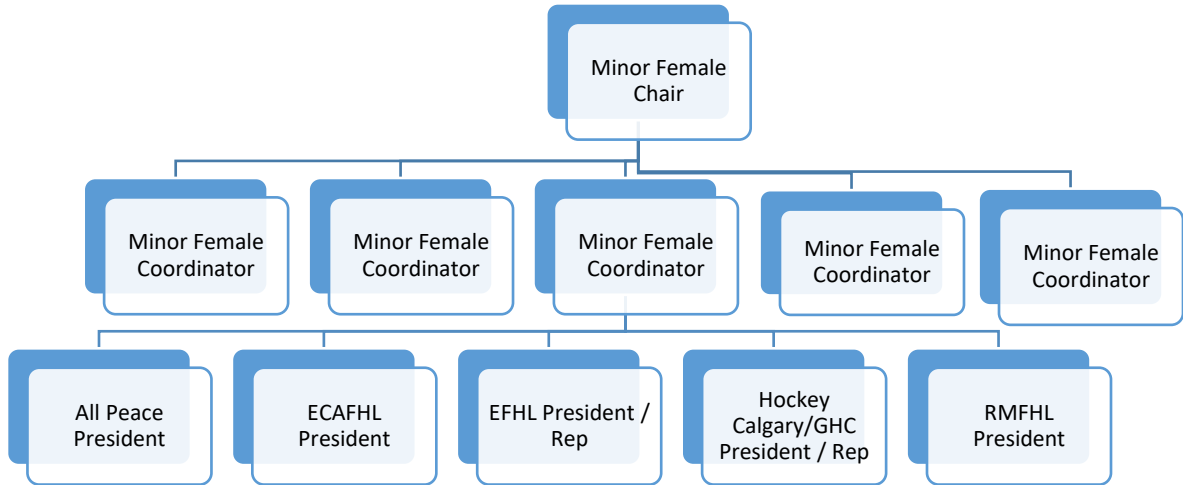
\* Denotes an Association with teams in more than one (1) Regional League



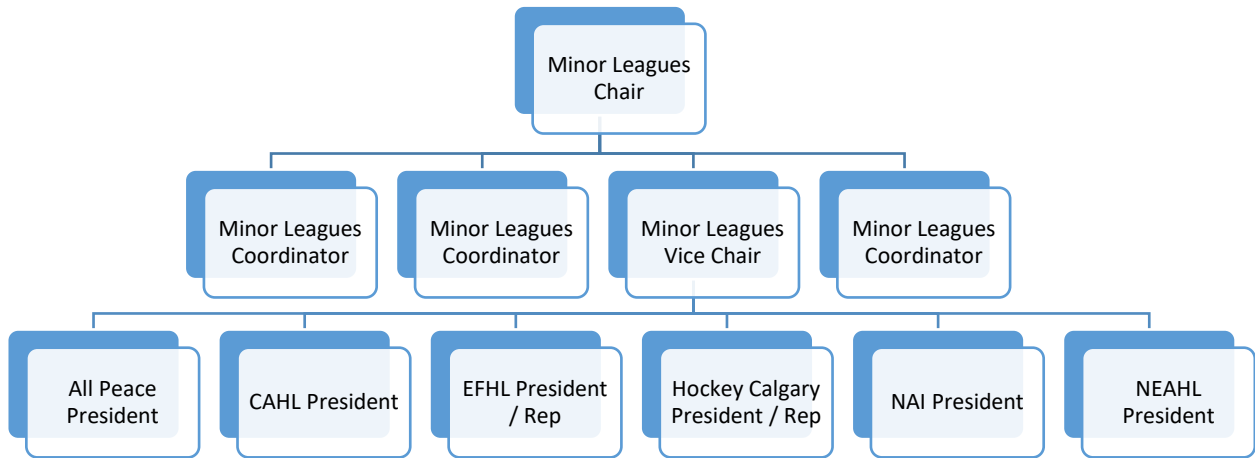
# ALBERTA ONE MANAGEMENT STRUCTURE

Leagues operating under the Alberta One Philosophy will be governed by two oversight bodies – the Minor Leagues Committee and the Minor Female Committee.

## MINOR FEMALE COMMITTEE STRUCTURE:



## MINOR LEAGUES COMMITTEE STRUCTURE:







## COMMITTEE APPOINTMENTS

Hockey Alberta shall appoint the Chair, Vice Chair and Coordinators for each Committee, while League Presidents / Representatives will be those individuals elected or appointed by their membership to sit on each Committee. As a board consideration, Committee member rotations will be made in orderly fashion such that there would be a complete turnover in the Committee in a single year.

Applications will be considered for the Minor Leagues and Minor Female committees based on the following guidelines:

- a. Chair
  1. Preference will be given to those who have previously held positions with the Minor Leagues or Minor Female Committee in role(s) other than the Chair;
  2. Is committed to working for the betterment of Leagues and Hockey Alberta;
  3. Has relevant experience running and/or participating on a volunteer board;
  4. Has knowledge and skills in one or more areas of Board governance such as policy, finance, strategic planning, or organizational development;
  5. Is willing to serve on and lead committees and sub-committees;
  6. Has relevant hockey experience including service within an MHA or being part of a program board of directors;
  7. Has experience coaching, managing or volunteering at various levels within Hockey Alberta, minor hockey associations and/or leagues;
  8. Will not be holding another hockey related position in any other League and is not running a business, the sole purpose of which is to earn a profit from the game of hockey.
- b. Vice Chair
  1. Preference will be given to those who have previously held positions with the Minor Leagues or Minor Female committees in role(s) other than the Chair;
  2. Committed to working for the betterment of Leagues and Hockey Alberta;
  3. Has relevant experience running and/or participating on a volunteer board;
  4. Has knowledge and skills in one or more areas of Board governance;
  5. Is willing to serve on and lead committees and sub-committees;
  6. Has relevant hockey experience including service with an MHA or being part of a program board of directors;
  7. Has experience coaching, managing, or volunteering at various levels within Hockey Alberta, minor hockey associations and/or leagues;
  8. Will not be holding another hockey related position in any other League and is not running a business, the sole purpose of which is to earn a profit from the game of hockey.
- c. Coordinators
  1. Is committed to working for the betterment of Leagues and Hockey Alberta;
  2. Has strong knowledge of Bylaws, Regulations, Policies and Procedures of Hockey Alberta;
  3. Is willing to serve on and lead committees and sub-committees;
  4. Has experience coaching, managing or volunteering at various levels within Hockey Alberta, minor hockey associations and/or leagues;
  5. Coordinators will reside in various geographic centres in the Province to ensure that all major hockey areas are represented on the Committee.
- d. League Presidents (or designates)
  1. Is committed to working for the betterment of Leagues and Hockey Alberta;
  2. Has relevant experience participating on a volunteer board;
  3. Willingness to serve on committees and sub-committees;
  4. Has Experience coaching, managing or volunteering at various levels within Hockey Alberta, minor hockey associations and/or leagues;
  5. Will not be holding another hockey related position in any other League and is not running a business, the sole purpose of which is to earn a profit from the game of hockey



Individuals who are appointed to the Minor Leagues or Minor Female committees, on behalf of Hockey Alberta, will serve in their positions on two (2) year terms, which are subject to annual review and may be renewed after each two (2) year term.

## COMMITTEE RESPONSIBILITIES

Hockey Alberta has established the Minor Leagues and Minor Female committees to establish consistency in the operation of Leagues, using the Alberta One Philosophy. Leagues will operate tiered levels of minor and minor female hockey and conduct the day-to-day operations in accordance with the Bylaws, Regulations, Policies and Procedures as outlined in this document. Leagues are the only sanctioned bodies to operate tiered hockey in Alberta.

Committee members and their roles are as follows:

- a. Chair
  1. Preside over all Committee matters;
  2. Call all meetings, liaise with staff to prepare agendas and lead all meetings;
  3. Act as a liaison between the Committee and the office of the CEO, attending meetings as necessary;
  4. Liaise with Hockey Alberta staff to keep an accurate record of the proceedings of Alberta One;
  5. Sit on all Committee and workgroups as an Ex-Officio member;
  6. Appoint workgroups to deal with specific problems, to report on these problems and to state their recommendations. Once a workgroup has fulfilled its purpose, the workgroup shall be disbanded.
- b. Vice Chair
  1. Preside over Committee matters and meetings in absence of the Chair;
  2. Keep informed of the League activities and be prepared to assist and work with other members of the Committee at any time;
  3. Work with the League Referees in Chief to oversee and track complaints about Officiating, and act as a liaison between the Leagues and Officials Committee;
  4. Sit on any Committee workgroups as required;
- c. Coordinators
  1. Liaise with Hockey Alberta regarding the interpretation and application of Regulations;
  2. Coordinate regular communication with the Leagues;
  3. Coordinate regular communication with Associations to provide support to their female programs
  4. Attend League meetings to present/gather feedback as needed;
  5. Implement protocol for Overage Player Applications, Substitute Goaltender Requests and Player Movement.
  6. Sit on any Committee workgroups as required;
  7. Attend all Committee and Hockey Alberta meetings as required;
- d. League Presidents (or designates)
  1. Shall be the League President (or designate, as approved by Hockey Alberta, and have authority to represent the League on the Committee).
  2. Shall be involved operation of the League;
  3. Sit on any Committee workgroups as required;
  4. Attend all Committee and Hockey Alberta meetings as required;



# APPENDICES

## APPENDIX A: ALBERTA ONE REGULATIONS, POLICIES & PROCEDURE AMENDMENT PROPOSAL PROCESS

This section provides detailed information that outlines how the member Regional Leagues of Alberta One and the participating Minor Hockey Associations of those Leagues can recommend and initiate amendments to the Alberta One Regulations, Policies & Procedures.

### **AB1 REGULATION, POLICIES & PROCEDURES AMENDMENTS PROCESS**

1. To be considered for amendment in the following season (beginning August 1), all amendment proposals with rationale and support from the participants of the respective League, must be submitted to Hockey Alberta's Minor Leagues or Minor Female Committees in accordance with the following timeline:
  - a. Regulation, Policies & Procedures Amendments – **April 1**
2. For Amendment Proposals, the following items must be completed in full and submitted:
  - a. Alberta One Amendment Proposal Template
  - b. Letter of Support from the respective League, with proof of support from the League participants (Minor Hockey Associations).
3. Upon receipt of the application, Hockey Alberta's Minor Leagues and/or Minor Female Committees will review the submission, and if required, request additional information.
4. The final decision of Hockey Alberta's Minor Leagues and/or Minor Female Committees will come no later than **May 31<sup>st</sup>** and will be determined via the following procedure:
  - a. Each Member League represented on Hockey Alberta's Minor Leagues and/or Minor Female Committees will carry one (1) vote.
  - b. Each Minor League / Minor Female Coordinator represented on Hockey Alberta's Minor Leagues and/or Minor Female Committees will carry one (1) vote.
  - c. Should the vote remain tied, the Chairs, Minor Leagues and Minor Female will cast the final, tie-breaking votes.

All approved Amendments will be communicated by the Leagues to their member Minor Hockey Associations via a formal update prior to the start of the new season.



## APPENDIX B: ALBERTA ONE MHA LEAGUE PARTICIPATION REVIEW PROCESS

### **OVERVIEW**

This section provides detailed information that outlines how member Minor Hockey Associations can apply to Hockey Alberta to join a League or request a change and join a different League.

### **AB1 MHA LEAGUE PARTICIPATION REVIEW PROCESS**

1. To be considered for participation in a League or to request to participate in another League for the upcoming season (beginning August 1), all applications with rationale must be submitted to Hockey Alberta in accordance with the following timelines:

- a. **April 1** - Existing MHA
- b. **June 1** - Newly Sanctioned / Amalgamated MHA

**Note:** Should the MHA in question be part of an application to start a new League, this application process is not required.

2. The following items must be completed in full and submitted to Hockey Alberta, depending on the type of application being made.
  - a. For Existing MHA Applications:
    - i. Formal Letter from Minor Hockey Association, complete with rationale as to why the association is looking to change leagues;
    - ii. Support from the Minor Hockey Association Membership (Example: Board Meeting Minutes);
    - iii. Proof of communication to the current and proposed Leagues informing them of the application;
    - iv. Approximate number of teams within each age division;
    - v. Travel impacts between the two leagues.
  - b. For Newly Sanctioned / Amalgamated MHA Applications:
    - i. Formal Letter from the Minor Hockey Association, complete with rationale as to why the associations is looking to become a member of the League.
    - ii. Support from the Minor Hockey Association (Example: Board Meeting Minutes)
    - iii. Approximate number of teams within each age division.
3. Upon receipt of the application, Hockey Alberta will review the submission and determine if any additional information is required.
4. The League, which the MHA is seeking to join, will be given the opportunity to provide their position on the application, seeking the feedback from their current League members.
  - a. If required, the League may identify a date for a presentation and discussion from the MHA in question with their League Members.
  - b. For Existing MHA League Change Applications, should the League, which the MHA is seeking to join, not provide their support of the application and not be willing to accept the MHA in question, the application process will be stopped and that MHA will no longer be considered for movement to that League.
5. For Existing MHA League Change Applications, the League in which the MHA is currently participating with and is looking to leave, will be given the opportunity to provide their position,



detailing the potential impact that the League could face should the MHA in question be granted permission to leave.

6. Upon receipt of each League's position, Hockey Alberta, if required, will identify a date for a presentation and discussion (via video teleconference) with the applying MHA.
7. After the presentation, if required, Hockey Alberta will evaluate the application and presentation. Hockey Alberta will also consult any key stakeholders to determine the possible impact to the overall hockey model and other MHA's.
8. The final decision of Hockey Alberta will be communicated to the applicant via email, by the following dates provided all documentation, positions, presentations and supporting follow ups are completed within a timely manner:
  - a. **May 31** - Existing MHA
  - b. **June 30** - Newly Sanctioned / Amalgamated MHA
9. The final decision of Hockey Alberta will be determined via the following procedure:
  - a. Each Regional League represented on Hockey Alberta's Minor Leagues Committee or Minor Female Committees will carry one (1) vote.
  - b. Each Minor League or Minor Female Coordinator represented on Hockey Alberta's Minor Leagues or Minor Female Committee will carry one (1) vote.
  - c. Should the vote remain tied, the Chair, Minor Leagues or Minor Female, will cast the final, tie-breaking vote.