

AAA LEAGUE NAME

POLICIES & PROCEDURES HANDBOOK





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LEAGUE NAME

Hockey Alberta identifies the Male Elite Committee (hereinafter referred to as “Committee”) as the operator of the “AAA” categories of Male hockey. Scheduled play will be implemented under the banner of the AAA League Name (hereinafter referred to as “League”, unless otherwise specified) in accordance with the Elite Male Hockey Model.

- a. The “League” is a sanctioned league of Hockey Alberta.
- b. The “League” is the single governing body for “AAA” male hockey for all teams identified under the Elite Male Hockey Model.
- c. The “League” will be comprised of three (3) Divisions of hockey being U18, U16 and U15. These 3 Divisions may be further subdivided into “Conferences” for the purposes of regional play and the reduction of travel.
- d. Only the member teams of the “League” shall be eligible for Provincial Playoffs for the three (3) Divisions as provided in the Hockey Alberta Regulations, unless otherwise directed by Hockey Alberta.
- e. The “League” will play under the Rules of Hockey Canada, Hockey Alberta, and each team will be responsible for complying with all rules and regulations of those “Governing Bodies” as well as the regulations of the “League”.

OBJECTIVES

The objectives of the “League” will be to provide a framework in which players may participate in an elite level of organized hockey within the Province of Alberta, with a view to:

- a. Operationalize the principles of the Elite Male Hockey model as outlined in the Hockey Alberta Regulations and the Operating Model utilizing all the available resources at its disposal to operate effectively and efficiently, including the resources available from Hockey Alberta.
- b. Enhance the development of all participants in the game (athletes, volunteers and officials) helping them achieve the highest level of performance possible through the operations of an elite level hockey league; collaborate with the Team Alberta programs to provide high performance development opportunities for our players, coaches and managers.
- c. Ensure that all persons who reside in the province of Alberta and wish to participate in AAA Hockey have an opportunity to compete for a position on a team operating within the ‘LEAGUE’.
- d. Prepare athletes for the next level of elite competition as they progress.
- e. Ensure keen competition within all the categories of play.
- f. In addition to hockey development, the League will play an integral role in the development of future leaders, developing character, work ethic, fair play and sportsmanship.
- g. Grow the interest in the game of hockey at the elite level through to the grass roots level in each of the communities that it resides.



LEAGUE MEMBERSHIP

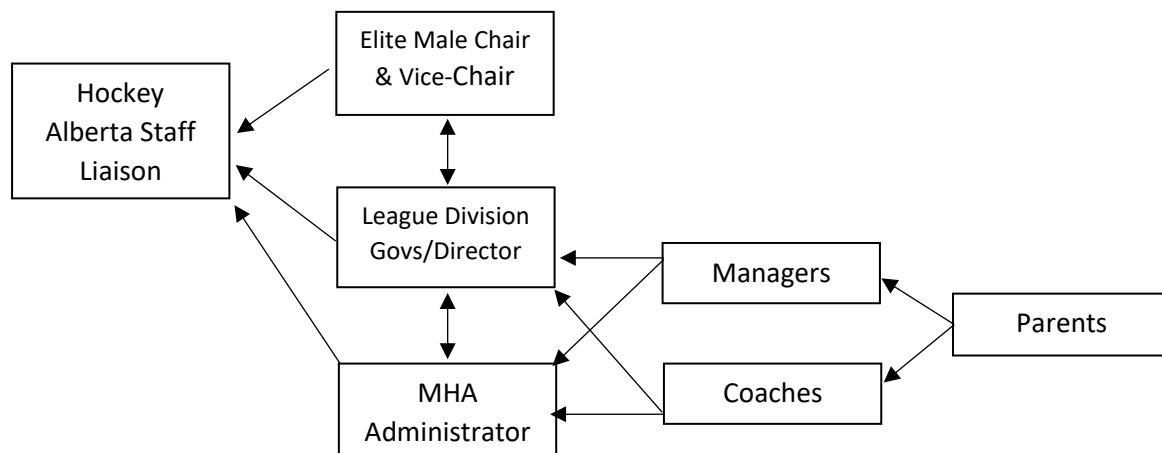
Membership into the League will be governed by the Elite Male Hockey Committee and all members will be Minor Hockey Associations as hosts of Elite stream teams in each Division of Play. As outlined in the Elite Male Hockey Operating Model document, each Draw Zone in the Province will be represented by a Draw Zone Committee that is responsible for elite stream hockey in the respective draw zone. In general, it is expected that members of the Draw Zone Committee will be the persons representing each Host MHA as the League Member.

General terms of League members include:

- a. A member of the “League” shall be a properly organized Minor Hockey Association wherein all its’ Male Hockey teams participating in the “League” shall be registered with Hockey Alberta; as required by Hockey Alberta. It will be the responsibility of each Host Association to ensure that their team is properly registered with Hockey Alberta.
 - a. As per the Elite Male Hockey Model, some MHA’s (draw zones) will be required to have more than one team and may be represented by ‘Clubs’ within the MHA
 - b. Draw Zone teams will be represented by the ‘Host Association’ delegates as selected by that individual draw zone.
- b. New members shall be admitted to the “League” only after applying in writing, in accordance with the Elite Male Hockey Model and being approved under that model. Any such new member applicants must declare the Division and Category of hockey they are applying to enter, and if accepted cannot, at a later date, enter another Division or Category without applying in writing to do such.
- c. Team(s) from outside the Branch may be permitted to participate in league play, if approved by the Branches and Hockey Canada, but will not be Members of the “League”. They will not be eligible to represent the League or Branch at a Provincial, Regional or National Championship. The Minor Hockey Associations these teams belong to shall be known as a Participating Team in the “League”.

LEAGUE GOVERNANCE

COMMUNICATION PROTOCOL

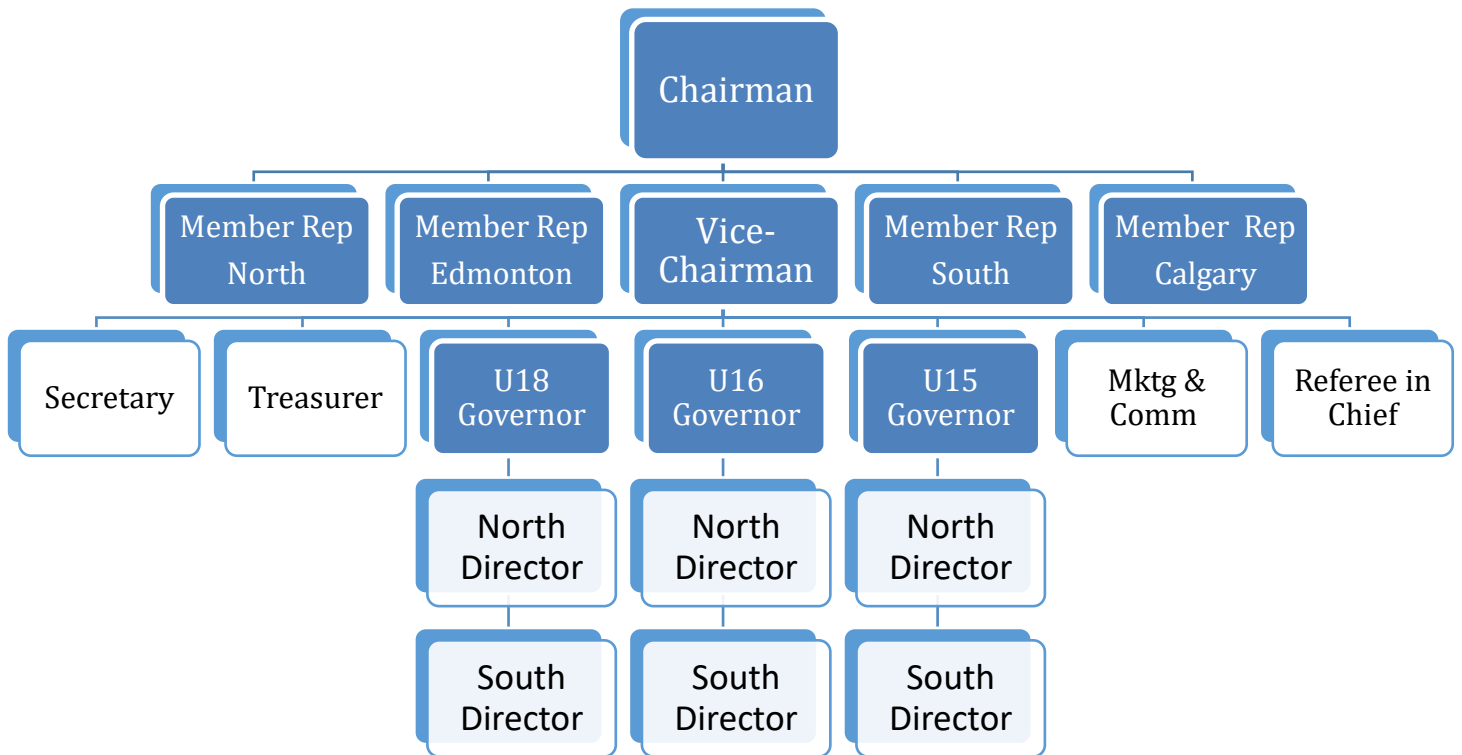




LEAGUE MANAGEMENT STRUCTURE

The League will be governed by a single oversight body that will be responsible for all league activities under the direction of the Elite Male Hockey Committee.

It is anticipated that the Elite Male Hockey Committee and the League will have the following roles to be filled:



NOTE: Associate Directors for North & South Divisions may be added at the League Governors discretion based on workload and availability of the Director, within approved budget.



APPOINTMENT OF THE ELITE MALE HOCKEY COMMITTEE, LEAGUE GOVERNORS AND DIRECTORS

The Elite Male Hockey Committee (Chairman, Vice-Chairman, Member Representatives and League Governors) are appointed by Hockey Alberta. As a broad consideration, Committee member rotations will be made in an orderly fashion such that there would not be a complete turnover in the Committee in a single year. Applicants will be considered for the Elite Male Hockey Committee position if he/she:

a. Chairman

- a. Has served on the Elite Male Hockey Committee in roles other than the Chairman
- b. Committed to working for the betterment of the league and Hockey Alberta
- c. Has relevant experience running and/or participating on a volunteer board
- d. Knowledge and skills in one or more areas of Board governance such as policy, finance, strategic planning, or organizational development
- e. Willingness to serve and lead committees and sub-committees
- f. Has relevant hockey experience including service within an MHA or being part of an elite program board of directors
- g. Experience coaching, managing, or volunteering at various levels within a minor hockey Association
- h. Is not presently affiliated with any Minor Hockey Association or Athletic Club or has had a “cooling off period” from that involvement for a period of 3 years
- i. Has no direct family members currently in the program nor will they be eligible to enter the program during the term of service
- j. 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

- a. Has served on the Elite Male Hockey Committee in roles other than the Vice-Chairman
- b. Committed to working for the betterment of the league and Hockey Alberta
- c. Has relevant experience running and/or participating on a volunteer board
- d. Knowledge and skills in one or more areas of Board governance
- e. Willingness to serve and lead committees and sub-committees
- f. Has relevant hockey experience including service within an MHA or being part of an elite program board of directors
- g. Experience coaching, managing, or volunteering at various levels within a minor hockey Association
- h. Is not presently affiliated with any Minor Hockey Association or Athletic Club or has had a “cooling off period” from that involvement for a period of 1 year
- i. Has no direct family members currently in the program nor will they be eligible to enter the program during the term of service
- j. 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. Member Representatives
 - a. Committed to working for the betterment of the league and Hockey Alberta
 - b. Has relevant experience participating on a volunteer board
 - c. Willingness to serve and lead committees and sub-committees
 - d. Experience coaching, managing, or volunteering at various levels within a minor hockey Association
 - e. Are affiliated in some way with the broader hockey program in the province and have been so for at least five (5) years
 - f. Has no direct family members currently in the program nor will they be eligible to enter the program during the term of service
 - g. Member Representatives will reside in various geographic centers in the Province to ensure that all the major hockey areas are represented on the Committee.
- d. League Governors
 - a. Committed to working for the betterment of the league and Hockey Alberta
 - b. Has relevant experience participating on a volunteer board
 - c. Willingness to serve on committees and sub-committees
 - d. Experience coaching, managing, or volunteering at various levels within a minor hockey Association
 - e. Are affiliated in some way with the broader hockey program in the province and have been so for at least five (5) years
 - f. Has no direct family members currently in the program nor will they be eligible to enter the program during the term of service
 - g. 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
 - h. Will only be involved in one category of play in the League

Individuals who are appointed to the Elite Male Hockey Committee 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 and may only hold that position for a maximum of three (3) consecutive terms or six (6) years.

e. League Directors

The League Directors will be appointed by the League Governors, one (1) North and one (1) South Division Director, upon approval of appointment by the "Committee Chair". Those appointed as Division Directors will serve in their position on a one (1) year term, with appointments taking place on a year-by-year basis. Individuals can only be appointed as a Division Director if they:

- a. Experience coaching, managing, or volunteering at various levels within a minor hockey Association
- b. Are affiliated in some way with the broader hockey program in the province and have been so for at least three (3) years
- c. Has relevant experience participating on a volunteer board
- d. 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



- e. Will only be involved in one category of play

APPOINTMENT OF THE SECRETARY AND TREASURER

The Secretary and the Treasurer will be appointed by the Chairman. Those appointed as Secretary and Treasurer will serve in their position on a one (1) year term, with appointments taking place on a year-by-year basis, there will be no maximum term.

APPOINTMENT OF THE MARKETING & COMMUNICATIONS [DIRECTOR]

The Marketing & Communications Director will be a Hockey Alberta Staff member appointed by Chief Executive Officer (or designate).

APPOINTMENT OF THE REFEREE IN CHIEF

Based on input from Hockey Alberta's Manager, Officiating and Chair, Officials Committee the League Referee in Chief will be appointed by the Chairman. Individuals who are appointed Referee in Chief will serve in their position on a two (2) year term which are subject to annual review and may be renewed after each two (2) year term and may only hold that position for a maximum of two (2) consecutive terms or four (4) years.

DUTIES OF THE ELITE MALE HOCKEY COMMITTEE AND LEAGUE GOVERNORS

Hockey Alberta has established the Elite Male Hockey Committee to, among other things, operate League play, under the banner of the AAA League Name for the "AAA" levels of male hockey in Alberta. The Committee will conduct the day-to-day operations of League play in accordance with Policies and Procedures outlined in this document. The League is the only sanctioned league to operate "AAA" male Hockey in Alberta.

Committee members and their roles are as follows:

- a. Chair
 - a. Preside over all Elite Male Hockey committee and League matters;
 - b. Responsible to call all meetings, liaise with staff to prepare agendas and lead all meetings;
 - c. Act as a liaison between the "committee" and the office of the CEO, attending meetings as necessary;
 - d. Liaise with Hockey Alberta Staff to keep an accurate record of the proceedings of the League;
 - e. Sit on all Elite Male Hockey Committee workgroups as an Ex-Officio member;
 - f. Appoint workgroups to deal with specific problems, to report on these problems and also to state their recommendations. Once a workgroup struck has fulfilled the purpose for which it was called, the workgroup shall be disbanded.
- b. Vice-Chair
 - a. Preside over Elite Male Hockey committee and League matters and meetings in the absence of the Chair;



- b. Keep informed of the “League” activities and be prepared to assist and work with other members of the “committee” at any time;
 - c. Work with the Referee in Chief to oversee and track complaints about Officiating and act as a liaison between the “League” and the Officials Committee;
 - d. Work with assigned Governors on determining suspensions for major incidents to ensure consistency;
 - e. Liaise with Staff to report financial statements at each “committee” and/or “League” meeting.
- c. Governors
- a. The respective Division of Play Governor will be responsible to preside over the Division of Play and all day to day league operations of the respective Division
 - b. Be the first contact for teams within his/her jurisdiction and first contact for all League discipline matters.
 - c. To conduct the business of the League in its entirety between and during meetings.
 - d. Shall oversee and approve the schedule of game play for their division of hockey.
 - e. Shall oversee and approve all necessary game changes recommended by the “committee” or member Minor Hockey Associations
 - f. Shall oversee the scheduling and organization of any special events specific to their division of hockey (e.g. Showcase weekends).
 - g. Responsible for administering discipline. The Governor shall have the power to suspend, suspend and fine, or discipline any coach, manager, player, trainer, or other official connected with a team playing within this “League” and under its’ jurisdiction for any infringement of the rules or regulations of either this “league”, Hockey Alberta or Hockey Canada. To obtain consistency within this League each Governor shall contact the Vice-Chair for advice and direction before implementing any disciplinary action
 - h. Accept protests filed by the members and immediately advise the Chair
 - i. Is responsible to verify the accuracy of game stats periodically
 - j. Keep records of all suspensions and provide to HA if necessary
 - k. To assist the “committee” in matters of policy
 - l. Attend all meetings of the “committee” and “League”
 - m. Annually, chair a meeting with all Coaches and Managers before the start of League play.
 - n. Chair any disciplinary review committees struck from time to time.
 - o. Summarize at the Annual General Meeting, all suspensions, gross misconducts and match penalties for League information and trending purposes from the previous season.

DUTIES OF THE DIVISION DIRECTORS

- a. Directors
 - a. Assist the Governor in performing his/her duties
 - b. Assist the Governor in performing his/her duties;
 - c. Shall oversee and preside over all division of hockey coach meetings;
 - d. Shall be responsible for the nomination of Player of the Month candidates and presentation of all monthly award winners. Coordinate and make POM nominee/winner presentations at league games;
 - e. Shall be responsible for the nomination of recipients of individual division of hockey awards;
 - f. Presentation of Regular Season and Playoff winner trophies to winning teams;



- g. Work with the Marketing and Communications Director to build a process for gathering of League and team news for publishing at least monthly on the website;
- h. Attend games as league representative as able and/or directed/required;
- i. Serve as league liaison to team management and coaching staff's to ensure objectives/rules are known and adhered to;
- j. Attend all playoff games that have potential to be series clinching;
- k. Attend team and/or association year end functions to distribute league awards and scholarships;
- l. Attend all meetings of the "league";
- m. Attend meetings of the "Committee" when asked by the Governor.

DUTIES OF THE SECRETARY

- a. Record and distribute minutes of all league and Elite Male Hockey meetings within 14 days following any meeting.
- b. Ensure communication of all league meetings are sent to proper League and team personnel
- c. Publish and update annually a members list of all Coaches, team officials, Association Officers and League Officers
- d. Support Chair and Vice-Chair with any other league or Elite Male Hockey requests

DUTIES OF THE TREASURER

- a. Manage bank account(s) of the league, including signatories as required
- b. Keep books and records
- c. Collect revenue and pay disbursements
- d. Establish financial controls to help ensure that Budgeted amounts are not exceeded without proper authorization
- e. Prepare budget for each hockey season; prepare multi-year financial forecasts as and when required
- f. Prepare financial statements for the league
- g. Have the financial statements independently reviewed by at least four (4) members of the league or, if chosen by the League, an independent auditor
- h. Answer questions on financial matters to the League, Hockey Alberta or league members

DUTIES OF MARKETING & COMMUNICATIONS

- a. Advise and provide recommendations on League "branding" matters to the Committee
- b. Determine a marketing plan for the promotion of the League
- c. Establish a sponsorship program for the League
- d. Work with member teams to secure content that can be shared on a weekly basis on the League Website, to improve the overall image of the league.

DUTIES OF THE REFEREE IN CHIEF

- a. Recruit volunteers to ensure that League games at all levels have competent officials assigned;
- b. Develop and manage a program of supervising, evaluating and coaching on ice officials for the League;
- c. Build and manage a process to track complaints about Officials;



- d. Work with Division Governors on discipline matters as required;
- e. Working with the Manager, Officiating, advise on the development program for on ice officials working the League.

HONORARIUMS

The individuals responsible for select roles within the League are key volunteers who give significant amounts of time to ensure the League operates successfully from year to year. As such these individuals will be provided 'honorariums' as a show of gratitude for their significant contributions. The amounts of these honorariums will be reviewed annually during the budgeting process and communicated to the members of the League. Positions that are eligible for 'honorariums are as follows:

- a. Governor
- b. Directors
- c. Secretary TBD (if position is not held by HA staff)
- d. Treasurer TBD (if position is not held by HA staff)
- e. Referee in Chief

EXPENSES

- a. From time to time members of the League Management may incur expenses as part of effectively managing the day to day operations of the league. In addition, Elite Male Hockey Committee members may incur expenses, not specifically related to the League, which will be the responsibility of Hockey Alberta, as appropriate.
- b. All league expenses will be budgeted for in the annual League budget process. Any expenses for meals, travel and accommodations by any individual will be reimbursed as per the Hockey Alberta fee guidelines and paid monthly after expenses are submitted to the Treasurer.
- c. The Chairman will be responsible for approving all expenses. The Chairman's expenses will be approved by Hockey Alberta
- d. No one directly involved with the coaching, management, or administration of the League may profit from any matters pertaining to the League unless approved by the Governor.

POLICIES AND PROCEDURES

The remainder of this document refers to the league policies & procedures put in place for the AAA League name beginning in the 2020-2021 season and may be changed from time to time at the discretion of the Elite Male Hockey Committee. The policies and procedures in reference to player movement, acceleration, registration and the structure of the "League" are set forth in the Elite Male Hockey Model and this document is supplementary to it. The policies enclosed in this document deal directly with the day to day operations of the league and how teams are to govern themselves and report occurrences to the "League" and the "Committee".

RULES & REGULATIONS

The 'League' shall follow all the Bylaws and Regulations of Hockey Canada, and the Bylaws and Regulations of Hockey Alberta in the spirit and intent of Hockey Alberta's Elite Male Hockey Model.



PLAYING RULES

The 'League' playing rules shall be those provided in the Hockey Canada Official Playing Rules Book.

LEAGUE MEETINGS

- a. An Annual General Meeting (AGM) of the league shall be held at a date, time and location to be determined by the league. Notice of the AGM will be sent to member teams at least 30 days in advance of the meeting.
- b. The AGM will be planned as an 'in person' meeting unless unforeseen circumstances dictate. In such cases telephone or video will be utilized to communicate information, vote on motions, and ensure proper operation of the league.
- c. No team will be entitled to be either represented at or have voting privileges at the Annual General Meeting or any meeting of this League unless its financial commitments to the League are fully paid and they are deemed to be in good standing by the League.
- d. A quorum shall be at least 2/3 of the membership rounded up to the next whole number.
- e. Each member 'Team' will have one vote.
 - o Only member Associations present can cast a vote.
 - o Associations that have more than 1 team can choose to have all votes cast by the same representative. Ie. A member Association with a team in each of the 3 divisions of play will have 3 votes that can be exercised by the same representative.
- f. The Officers of the League shall not have voting powers on motions except the 'CHAIR' who shall cast a deciding vote in tied motion votes.
- g. A simple majority of votes shall carry all questions.
- h. Only voting members may attend meetings unless otherwise invited by the Chair/Governor.
- i. Special meetings may be requested by the members and must be called by the Chair within 30 days upon receipt of a request for the Special Meeting. The request must be signed by at least two thirds (2/3) of the teams and must include the reasons for the request. Fourteen days notice of the Special Meeting must be given to each team.

Amendments:

- a. A notice for intended amendments to 'League Policies & Procedures' must be submitted in writing to the Governor at least 45 days prior to the date of the Annual General Meeting.
- b. The Secretary or Governor must provide a notice of intended amendments to each team at least 14 days prior to the Leagues Annual General Meeting.
- c. Amendments to 'Policies & Procedures' require a simple majority vote at the Annual General Meeting for adoption, but must be in line with the rules governing Hockey Canada, and Hockey Alberta
- d. Typical items that may be considered for amendment include:
 - a. Game #'s
 - b. OT regulations
 - c. Scheduling
 - d. Playoff Format



LEAGUE DUES

- a. Each season during the budgeting process, the Annual Dues for Members shall be determined by the “committee”, and approved by the members at the AGM.
 - a. The league will strive to set fees for each division of play at the same amount. Should there be a difference, the difference in the team fees per division is dependent on what is provided to each Division for the corresponding season (AAA travel subsidy, Showcase, etc). The budget will be reviewed annually and adjustments will be made accordingly.
- b. All Annual Dues for Members, as determined by the “committee”, shall be due and payable with the Membership registration prior to the season commencing, to the League Treasurer
- c. A Member shall not be in good standing unless it has paid the annual dues.
- d. Upon payment of the required Annual Dues, a Member shall not be entitled to a refund.

DECLARATION OF TEAMS

- a. All members shall declare to the League as well as the Elite Male Hockey Committee whether their team will operate in the League for the next season on or before April 30.
- b. All players must be properly registered in the Hockey Canada Registration (HCR) system prior to their first League game.

EXPECTATIONS OF MEMBER CLUBS

The Elite Male Hockey model and Host Agreements outline the expectations for each member club. It is the expectation that each Association adhere to these guidelines while creating the best development program for their athletes.

ELITE MALE HOCKEY MODEL REGULATIONS CAN BE FOUND HERE - [LINK](#)

ELITE MALE OPERATING STANDARDS CAN BE FOUND HERE - [LINK](#)

LEGAL ACTION

- a. Any Association, team, team official, parent or player who threatens the ‘LEAGUE’ or its League Officers with any legal implications or actions, the team(s) involved may be suspended from the ‘LEAGUE’ until the legal action or implication has been properly dealt with.

ROSTER SIZE

Hockey Canada and the Elite Male Hockey Model allows U18 AAA teams to carry a roster of 20 players, 18 skaters and 2 goaltenders. These regulations permit a team to be able to dress all 20 players for each game. Each U16 AAA and U15 AAA team is able to register a maximum of 17 skaters and 2 goaltenders, but no fewer than 15 skaters and 1 goaltender.

PLAYER (CODE OF CONDUCT) AGREEMENTS

In order to be eligible to play during the regular season and playoffs / provincials, all players must sign a “Player Agreement” form with the team that wishes to register them. These are binding agreements between the player, the Association and Hockey Alberta. **Any party wishing to dissolve the Player Agreement must petition the Elite Male Hockey Committee.**



Player Agreements must be filed in the HCR systems by the MHA and communicated to the respective Division Governor **by November 1** of the hockey playing season.

SOCIAL MEDIA

All players, coaches, administrators and parents are encouraged to display positive behavior on social media. Hockey Alberta and the 'League' have zero-tolerance towards negative behavior on the internet. If there are true concerns, please bring them through the proper channels to be handled accordingly.

HOCKEY ALBERTA SOCIAL MEDIA POLICY CAN BE FOUND HERE

CONFERENCE ALIGNMENT

U18 AAA			
U18 AAA North		U18 AAA South	
<i>Edmonton 1</i>	<i>Leduc</i>	<i>Airdrie</i>	<i>Calgary Royals</i>
<i>Edmonton 2</i>	<i>Lloydminster</i>	<i>Calgary Buffaloes</i>	<i>Lethbridge</i>
<i>Edmonton 3</i>	<i>Sherwood Park</i>	<i>Calgary Flames</i>	<i>Okotoks</i>
<i>Fort Saskatchewan</i>	<i>St. Albert</i>	<i>Calgary Northstars</i>	<i>Red Deer</i>
<i>Grande Prairie</i>			

U16 AAA			
U16 AAA North		U16 AAA South	
<i>Canadian Athletic Club</i>	<i>Maple Leaf Athletic Club</i>	<i>Airdrie</i>	<i>Calgary Northstars 2</i>
<i>Fort Saskatchewan</i>	<i>Red Deer</i>	<i>Calgary Buffaloes 1</i>	<i>Calgary Royals 1</i>
<i>Grande Prairie</i>	<i>Spruce Grove</i>	<i>Calgary Buffaloes 2</i>	<i>Calgary Royals 2</i>
<i>Knights of Columbus</i>	<i>Sherwood Park</i>	<i>Calgary Flames 1</i>	<i>Lethbridge</i>
<i>Leduc</i>	<i>South Side Athletic Club</i>	<i>Calgary Flames 2</i>	<i>Medicine Hat</i>
<i>Lloydminster</i>	<i>St. Albert</i>	<i>Calgary Northstars 1</i>	<i>Okotoks</i>

U15 AAA			
U15 AAA North		U15 AAA South	
Metro North	Rural North	Metro South	Rural South
<i>Canadian Athletic Club</i>	<i>Lloydminster</i>	<i>Calgary Buffaloes</i>	<i>Airdrie</i>
<i>Maple Leaf Athletic Club</i>	<i>Grande Prairie</i>	<i>Calgary Flames</i>	<i>Lethbridge</i>
<i>St. Albert</i>	<i>Leduc</i>	<i>Calgary North Stars</i>	<i>Medicine Hat</i>
<i>Knights of Columbus</i>	<i>Spruce Grove</i>	<i>Calgary Royals</i>	<i>Okotoks</i>
<i>South Side Athletic Club</i>	<i>Fort Saskatchewan</i>		<i>Red Deer</i>
<i>Sherwood Park</i>			



SCHEDULING

- a. Scheduled League games have priority over exhibition and tournament games as provided by the Hockey Alberta Regulations.
- b. Back-to-back games against the same team are not to be scheduled unless necessary.
- c. Due to player safety, 3 game weekends will be avoided, and only scheduled if absolutely necessary.
- d. Each team, by June 1st each year, will declare one weekend where they do not wish to have games scheduled for the purposes of traveling to a tournament.
- e. Each team is required to bring to the Annual General Meeting a minimum of 30 game slots for scheduling.
- f. The Governor will have a draft schedule sent to each team by August 15th and the final schedule completed by the September 'Division of Play' meeting.
- g. No games will be scheduled to begin prior to 11:00 a.m. and after 8:45 p.m.

GAME SCHEDULE

U18 AAA

- a. 32 Game League Schedule
- b. Play each team 2 times, 1 home & 1 away
- c. U-18 Showcase to be held annually, location TBD

U16 AAA

- a. 37 Game League Schedule
 - North Division
 - 11 teams x 3 games = 33 games North
 - 4 teams x 1 game = 4 games interlock South
 - South Division
 - 11 teams x 3 games = 33 games South
 - 4 teams x 1 game = 4 games interlock North
- b. Showcases are not planned at present time, but may be considered in the future

U15 AAA

- a. 33 Game League Schedule
 - **Metro North Division**
 - 4 teams x 4 games = 16 games with Metro North
 - 1 team x 3 games = 3 games with Metro North
 - 5 teams x 2 games = 10 games with Rural North
 - 4 teams x 1 game = 4 games with Metro South
 - **Rural North Division**
 - 4 teams x 4 games = 16 games with Rural North



- 6 teams x 2 games = 12 games with Metro North
- 5 teams x 1 game = 5 games with Rural South

- **Metro South Division**
- 3 teams x 4 games = 12 games with Metro South
- 5 teams x 3 games = 15 games with Rural South
- 6 teams x 1 game = 6 games with Metro North
- Total 33 games

- **Rural South Division**
- 4 teams x 4 games = 16 games with Rural South
- 4 teams x 3 games = 12 games with Metro South
- 5 teams x 1 game = 5 games with Rural North

b. Showcases are not planned at present time, but may be considered in the future

GAME CHANGES

The “League” website (www.leaguename.ca) will host the official schedule. Game changes are only to be used in the event of extenuating circumstances such as:

- a. facility malfunctions
- b. adverse weather conditions creating unsafe travel
 - i. The “League” will defer to the professional opinion of transit professionals (bus companies) on roadway conditions.
 - ii. In the case that parents are driving to games, it is recommended that the team adheres to the professional opinion of their local bussing company.

In the event of a game needing to be changed or rescheduled, the team requiring the change must contact the Division Governor as well as the opposing member club with potential alternatives or options. The Division Governor will approve the change and make any necessary adjustments on the Website.

All game changes will be at the discretion of the Division Governor and permission must be obtained in writing prior to changes being made.

If discrepancies in the schedule are noted on the League website, they are to be brought forward to the appropriate Division Governor for correction.

LINK TO GAME CHANGE FORM -

TEAM FAILING TO PRESENT ITSELF

- a. If a team fails to present itself at the time and place appointed to play a game, the game or series will be awarded to the opposing team with a score of 1-0 for statistical purposes unless the failure was caused by an unavoidable accident or an unforeseen situation.
- b. A team failing to present itself will be fined \$500 and will be suspended until the \$500 is paid.



- c. The Manager, Coach or official and/or players of the team that is responsible for a failure to attend may be suspended for one year or more.
- d. Any team failing to present itself twice in one season will have its Coach and Manager suspended from all League activities indefinitely, until reviewed by the league in greater detail.

TOURNAMENT/EXHIBITION & PRE-SEASON GAMES

- a. Hockey Alberta is ultimately responsible for granting permission for pre-season, tournament and exhibition games and for the administration of discipline that is necessary arising out of those games.
- b. The Division Governors will correspond with Hockey Alberta as appropriate regarding League suspensions and carryovers.
- c. Teams must obtain League approval for any exhibition games with teams from outside the League.

GAME DAY REQUIREMENTS

Officials

Assignment of officials for all league games will be done through a designated Assignor as chosen by the league Referee in Charge. The Assignor will obtain only competent, capable and qualified officials.

All AAA games need to be officiated by a minimum of a three-person officiating team. Weather and travel related issues may occur that would prevent that, the “League” understands that such exceptions may occur from time to time.

- Officials will be paid as per the fee schedule defined by Hockey Alberta

Warmups

Ice availability and length within each arena, may determine the format and duration of warm-up within each division of play. Some may choose to have a warm up followed by a flood, prior to the game, some teams may not have this option. The minimum duration for on ice warm up at each division of play is as follows:

- U18 AAA – 10 Minutes
- U17 AAA – 10 Minutes
- U16 AAA – 10 Minutes

Game Play

Each game will consist of three - twenty (20) minute stop time periods. The ice will be cleaned prior to the start of every game and in between each period of play. A minimum of 2.5 hours should be allocated for scheduled league games, this should suffice to have all games completed. Should an unusual delay occur for any unforeseen circumstances, and there is no flexibility to extend the time, the drop clock rule will be in effect. This means at the first stoppage of play after 5 minutes of allowable time is remaining the game clock shall be dropped to 2 minutes stop time. The respective Governor shall have sole discretion to determine the main cause of the delay, and if it was avoidable.



Overtime

There is no overtime played in regular season play in any of the 3 Age Categories of the 'League'. See Playoff structure for OT rules for playoffs.

Risk Management

- a. Any injury resulting in a player injured seriously enough to require emergency medical attention must be reported to the Governor for information and perhaps insurance purposes.
- b. All players while playing any games in the League are encouraged to wear mouth guards.

RESPONSIBILITIES OF THE HOME TEAM

- a. The home team for League games is responsible to coordinate off-ice officials.
- b. The home team must provide a scorekeeper, a timekeeper and two penalty box workers for all games.
- c. The home team must provide the necessary game sheets and incident reports for the game.
- d. The home team is to call in, e-mail and forward all game write-ups, score sheets and associated discipline information to the Governor immediately following each game.
- e. The home team must input the game score and information from the game sheet into the league website following the game, every effort should be made for this to happen within 3 hours.
- f. The home team must provide a program or line up sheet for each home game.
- g. The home team must provide pucks for both teams for warm up, and pucks for 'Game Play'

JERSEY COLORS

The home team will be required to wear dark, while the visiting team will be required to wear light. In the event of a conflict or a third jersey, the team requesting the change must bring it forward to the opposing team and corresponding Division Governor for approval.

SCORESHEET SUBMISSION & STATISTICS

When filling out the game sheet, please ensure the following occurs:

- a. Time on the score clock is what is recorded for all occurrences
- b. Names and numbers are legible
- c. Goaltender shots against and goals against are accurately recorded
- d. Type of goal is denoted; even strength (ES), powerplay (PP), shorthanded (SH), empty net (EN).
- e. All goals and assists are properly noted at the conclusion of the game

ALL 'LEAGUE' GAMES

A legible version of the WHITE copy of the scoresheet needs to be submitted by the HOME team within 24 hours to the appropriate Division Governor, unless there are discipline matters to address, in which case the game sheet must be made available to the Division Governor immediately following the game. The HOME team will also be responsible for entering ALL statistics for both teams into the Website Administration portal within two hours of the completion of the game. (Game Stars must be noted on the score sheets).



LEAGUE WEBSITE FOUND HERE - LINK

EXHIBITION AND TOURNAMENT GAMES

All exhibition and tournament scoresheets must be submitted to your Zone Discipline Coordinator within 24 hours of completion of your game (as per a condition of all sanction and tournament approvals) as well as your Division Governor. Please ensure your sanction number printed legibly on the scoresheet.

TRAVEL PERMITS & ADMIN.

- a. Travel permits are required by all teams (as per Hockey Alberta) for all out-of-province tournaments and exhibition games.
- b. No League monies shall be used to support any non-league sanctioned and tournaments.
- c. Team and League member information will be collected at the Annual General Meeting and the Secretary will distribute this information to all teams by September 15th annually.

SUSPENSION PROCEDURES

In the event of any 5 minute majors, misconducts or game misconducts being assessed during a game involving a 'League' team, a legible version of the scoresheet and write up report must be submitted to the League, through the appropriate Division Governor, immediately following the game completion.

- a. Each Division Governor has the power to issue suspensions in accordance with the Hockey Alberta Minimum Suspensions.
- b. For match penalties, indefinite and accumulation suspensions, the Vice-Chair will issue the final suspension, in consultation with the Division Governor and Hockey Alberta.
- c. All suspensions will be issued through formal documentation and submitted to the Minor Discipline Committee for tracking.

The 'LEAGUE' will follow the Hockey Alberta Minimum Suspensions for all suspensions and those suspensions cannot be appealed when only the Minimums are enforced. Please note that there are also cumulative suspensions that are in effect in all divisions of play and are enforced during league, exhibition, tournament and Provincial Play. Suspensions incurred at the end of the season are subject to carry over suspensions.

When a suspension occurs, it must be served in the next consecutive games (league play, sanctioned tournaments, Provincial Play or Hockey Alberta sanctioned events). Exhibition games do not count as suspended games. Players cannot play in exhibition games while serving a suspension.

For more clarification, please refer to the Hockey Alberta Regulations; Minor Hockey.

HOCKEY ALBERTA MINIMUM SUSPENSIONS CAN BE FOUND HERE - LINK

DISCIPLINE POLICY

- a. For all discipline, the Governor will rule within 48 hours of being notified of an infraction. For the purposes of assistance, the Governor will appoint a 3 person neutral committee whenever necessary outside League guidelines.
- b. All suspended players/personnel must be recorded on the game sheet as being suspended.



- c. The home team must email (Scan App) to the Governor all referee write-ups within 2 hours of the infraction.
- d. All automatic suspensions per the Hockey Alberta regulation Minimum Suspension shall apply to all league games, including playoffs.
- e. In addition to the Hockey Alberta Minimum Suspensions, the League has the option of increasing the Hockey Alberta Minimum Suspension.
- f. All suspensions will be carried forward for any Playoff/Provincial games.
- g. Players are not to cross the center ice red line during the pre-game warm-up or before the start of any period. That is, they must stay on their side of center ice. Suspensions may be levied.

The League expects Coaches and Team Management to be responsible for the discipline of their team and actions of their fans. Where problems exist, appropriate action will be taken against the Coach in question if deemed necessary. Additionally, Coaches are expected to exhibit model behavior at all times.
NOTE: Hockey Alberta Minimum Suspensions are not appealable.

Additional Rules and Regulations for Coaches

- a. All Coaches suspended for any reason will not be allowed in the dressing room areas for one hour before each suspended game and until after the game's conclusion.
- b. If a Coach gives or makes any offensive or obscene gesture to the fans, Referee or opposition, that Coach will be automatically suspended for a minimum of two games.
- c. Coach will have no communication with the team, including electronic communication, from one hour prior to each suspended game until after conclusion of the game.

PROTESTS

- a. Protests and all supporting evidence must be submitted to the Governor and the Director in duplicate signed by the Coach, Manager and an Official of the MHA within 48 hours of the game protested. All documentation must be accompanied by a money order in the amount of \$300 and delivered to the Governor within the 48-hour time frame. A copy of the protest must also be forwarded by email within 48 hours of the protested game to the Manager and the Association of the team protested against.
- b. Upon receipt of the protest, the Governor will appoint a three-person neutral committee in addition to the Governor.
- c. All protests require that the Governor contact the individual submitting the protest and the Manager of the team being protested against.
- d. If the committee (whose decision shall be final) dismisses the protest, the sum deposited with the protest will be forfeited to the League.

APPEALS

- a. Appeals to Hockey Alberta must follow the Hockey Alberta appeal procedure after it has followed "LEAGUE" protocol.



STANDINGS

POINT FORMAT

Points for wins and losses for the 'League' will be awarded on the following basis:

- 2 points for win
- 1 point for tie
- 0 points for a loss

TIEBREAKERS

- a. Procedure for determining Final Regular Season Standings in the event teams are tied following the Regular Season Schedule:
 - I) (a) If three teams are tied, final standings will be determined by the number of wins in total League Play. The team with most wins will be seeded first.

(b) If two teams are tied, the team with the Best Record in Games Played between the two tied teams will receive the higher standing.
 - II) If still tied, the Best Goal Differential in total League Play will determine the standing. (Example: Team A has 123 goals for and 81 goals against, their differential is +42).
 - III) If still tied, the best goal differential in games played between the tied teams will determine the standing.
 - IV) If still tied, fewest cumulative penalties (misconducts count for 10 minutes)

The highest seed, according to the tie breaking formula, in the standings after the regular season will always gain home ice advantage, no exceptions. The same process will be used to determine the rest of the rankings with regards to tied teams. The highest seed will be considered the "home team", jersey color and last change will apply.



PLAYOFFS

U18 AAA PLAYOFF STRUCTURE

- a. Teams finishing 1st to 6th in each Division, as determined by final regular season standings, shall compete in a Playoff Series. The First Round will be a Best of Five Series as follows:
 - I) SERIES P1N North Division Quarterfinal (3 versus 6)
 - II) SERIES P2N North Division Quarterfinal (4 versus 5)
 - III) SERIES P1S South Division Quarterfinal (3 versus 6)
 - IV) SERIES P2S South Division Quarterfinal (4 versus 5)

 - V) The 1st & 2nd Place Teams in Both Divisions will get a bye.

- b. Following the First Round, the teams will be seeded (highest to lowest) according to Final League standings and compete in the following Best of Five Playoff Series:
 - I) SERIES A North Division Semifinal (1 versus 4)
 - II) SERIES B North Division Semifinal (2 versus 3)
 - III) SERIES C South Division Semifinal (1 versus 4)
 - IV) SERIES D South Division Semifinal (2 versus 3)
 - V) SERIES E North Division Final (Winner A versus B)
 - VI) SERIES F South Division Final (Winner C versus D)
 - VII) SERIES G League Championship (Winner E versus F)

- c. In the event a playoff game ends in a tie after three regulation periods, sudden victory per Hockey Canada Rules will apply. Hockey Canada Rule 10.16

U16 AAA PLAYOFF STRUCTURE

- a. The U16 Playoffs will be a tournament style event featuring all teams within the league
- b. Each Conference (North and South) will hold a playoff tournament at a location TBD by the league, to declare a Conference Champion, Silver Medalist and a Bronze Medalist.
- c. The U16 Provincial Championship will be held at a location to be determined by Hockey Alberta in consultation with the league, featuring a host team and the respective champions and silver medalists from each of the North and South Conferences.
 - o The Provincial tournament will be a 5 team event in accordance with HA rules and regulations (similar to all AA events in the province).
 - o The format of this tournament may change from time to time and will be communicated by the league prior to the commencement of the season.



U15 AAA PLAYOFF STRUCTURE

- a. Nitro North Division - The top four teams in league play will qualify for the playoffs. i. 1st place vs. 4th place 2nd place vs. 3rd place
- b. Charger North Division - The top four teams in league play will qualify for the playoffs i. 1st place vs. 4th place 2nd place vs. 3rd place
- c. Ram South Division - The top four teams in league play will qualify for the playoffs i. 1st place vs. 4th place 2nd place vs. 3rd place
- d. Challenger South Division - The top four teams in league play will qualify for the playoffs i. 1st place vs. 4th place 2nd place vs. 3rd place
- e. Quarter - final series will be the best two out of three game series.
- f. Semi - final series will be the best two out of three game series.
- g. The winner of the Nitro North Division and the winner of the Charger North Division will play the North final series. The winner of the Challenger South Division and the winner of the Ram South Division will play the South final series. The North final Series and the South final Series will be the best three out of five game series.
- h. The North Champions will play the South Champions in a best three out of a five game series.
- i. The team with the best standing in league play will always have venue.
- j. In the Quarter and Semi final series the teams will alternate hosting games.
- k. In the odd years the winner of the South final series between the Challenger South Division and the Ram South Division will host the first two games and have venue. In the even years the winner of the North final series between the Nitro North Division and the Charger North Division will host the first two games and have venue.
- l. Overtime for all playoff games will follow Hockey Canada overtime rules, rule 10.16



U18 – OTHER POLICIES RELATED TO U18 LEAGUE

Please see separate policy document to find detailed information on the following:

- Scholarship Program
- Monthly Awards Program
- Annual League Awards Program

U16 – OTHER POLICIES RELATED TO U16 LEAGUE

Please see separate policy document to find detailed information on the following:

- Annual League Awards Program
- Affiliate Player Playoff Eligibility

U15 – OTHER POLICIES RELATED TO U15 LEAGUE

Please see separate policy document to find detailed information on the following:

- All Star Game - TBD
- Monthly Awards Program
- Annual League Awards Program