

**THE THOMPSON/OKANAGAN
MINOR BOX LACROSSE COMMISSION**

**CONSTITUTION, BYLAWS AND
OPERATING POLICY**

23 OCTOBER 2016

Revision History

<u>Date Revised</u>	<u>Meeting Type</u>	<u>Location</u>	<u>Description of Change</u>	<u>Revised By</u>	<u>Approved By</u>
23 October 2016	AGM	Capitol News Centre, Kelowna	See change document in Drop Box	Lianne Berst (Secretary)	TOMBLC
November 29 2015	AGM	People Place, Vernon	See change document in Drop Box	Lianne Berst (Secretary) Dan Chetner (Zone 2 Director)	TOMBLC
November 22 2014	AGM	CNC Kelowna	Added Policy regarding league scheduling, authority to reschedule games, and consequences for failing to uphold league game commitments	Clint Alexander (Chair) Policy M-1 Dan Chetner	TOMBLC
November 16 2013	AGM	People Place, Vernon	Policy addition, added Article I-3.	TOMBLC Executive members present November 16 2013	TOMBLC
February 19th, 2013	Special	On-line	Group policy amendments identified 'live' during on-line meeting, reviewed and voted upon	TOMBLC Executive members present Feb-19-2013	TOMBLC
February 11th, 2013	Special	N/A	Policy Amendments consistent with voting that occurred at the TOMBLC October 20 2012 ¹ AGM, and again at Special Session January 5 2013. Formal policy amendments were tabled by the former TOMBLC Chair Beau Bradley, but not presented prior to his resignation.	Clint Alexander (2nd Vice)	Draft (reviewed by Dan Chetner)
September 29th, 2012	AGM	People Place, Vernon	Policy Amendments put forward for TOMBLC 2012 AGM	Clint Alexander (2nd Vice)	Draft
January 26 th , 2012	N/A	N/A	Cleaned up inconsistent fonts, updated formatting, added revision history table	Beau Bradley	TOMBLC
November 19, 2011	AGM	People Place, Vernon	Policy Amendments	Jane Parece	Draft

¹ Substantive vote, per minutes **AGM October 20 2012**: Vote in favour of Tiering with balanced/rigid schedule: 13; Opposed: 2. Hence, this is *not* the equivalent of reverting to previous 2011/2012 season operating policy of TOMBLC. During **January 5 2013 TOMBLC Special Session**, the Commission committed to ensuring that the lower calibre teams have a place in this playing model that will create positive experience for those players in order to retain them from year to year. This recognizes the unique playing numbers and properties of our zone, and was understood to mean a hybrid playing model per Figure 1 in this document. In addition to the team balancing rules identified in Figure 1, the Commission also agreed **January 5 2013** to conduct a second scheduling round before the May long weekend to adjust the league schedule to further improve the developmental, competitive and athlete retention properties of our league (adaptively manage). Further, it was agreed **January 5 2013** that when a division and playing pool has only 3 teams, those teams will play an eight (8) game schedule instead of twelve (12), and use additional time available to secure an additional tournament. While at the discretion of each Member Association (MA), MA's are encouraged to use registration fees to pay the cost of this tournament entry using registration fees. NOTE: changes herein were received 30 days prior to the October 20 2012 AGM and a Notice of Motion in writing to the Chairperson, with instructions to deliver thee changes to all Member Associations and Commission Executive. The TOMBLC Chairperson elected to delay review of specific policy amendments in favour of a verbal discussion on direction, playing model, and changes to the previous (2011) tiering model.

THOMPSON/OKANAGAN MINOR BOX LACROSSE COMMISSION

CONSTITUTION

- 1) The name of the Commission is the "The Thompson / Okanagan Minor Box Lacrosse Commission" (TOMBLC).
- 2) The objectives of the Commission are:
 - (a) To foster and promote the game of lacrosse, subject to the rules and regulations of the British Columbia Lacrosse Association; and
 - (b) To organize and administer league and playoff competitions for the teams of its Member Associations.
- 3) The Commission shall be carried on without purpose of gain for its members, and any profits or other accretions to the Commission shall be used for promoting its objects.
- 4) In the event that the Commission should at any time be wound up or dissolved, the remaining assets after payment of all debts and liabilities shall be turned over to an organization in the Province of British Columbia promoting the same objects of this Commission.

THOMPSON/OKANAGAN MINOR BOX LACROSSE COMMISSION

BY-LAWS

ARTICLE I - MEMBERSHIP

- I - 1 The members of the Commission are the subscribers of the Constitution and By Laws.
- I - 2 Members of the Commission shall consist of the following:
 - (a) Executive as elected under By-Law No: IV.
 - (b) Minor Lacrosse Associations who are members of the British Columbia Lacrosse Association, who are geographically situated in the area generally referred to as Zone 2, and who have teams entered in the Commission Competition.
 - (c) League Commissioners as appointed by the Executive.
- I - 3 To ensure adequate elected and appointed Commission Executive volunteers are available to fill *open* elected Commission Executive and appointed positions within the Commission, each Member Association shall identify at least one person to stand in advance of the Commission Annual General Meeting (AGM) or Special Session. Each Member Association that does not supply a "Commission Executive Volunteer" by the date of the Commission AGM or Special Session shall be fined \$500. If a Member Association identifies a Commission Executive Volunteer by February 1 that potentially matches remaining open elected Commission Executive and appointed positions, the Commission will refund the Member Association \$400. In extenuating circumstances, the fine may be reversed upon approval of the Commission Executive.

ARTICLE II – MEETINGS

- II - 1 The Annual General Meeting of the Commission shall be held no later than November 1st in each year.
- II - 2 Other meetings of the members, whether general or special, may be convened by order of the Executive at any time.
- II - 3 Representatives of four out of the six associations present shall constitute a quorum at any executive, general or special meetings of the Commission. An association's representative may also carry that association's proxy vote.
- II - 4 Each elected Executive member shall be entitled to one (1) vote. Each member association shall be entitled to two (2) votes. The Secretary of each Member Association shall submit a letter to the Executive naming that Association's voting delegates.
- II - 5 Fines must be paid within ten (10) days to the Treasurer of the Commission.

- (a) Any Associations missing scheduled Commission meetings will be fined \$25.00 per meeting.
- (b) Any Executive Member or League Commissioner (if attendance has been requested by the Chairperson) missing scheduled Commission meetings will be fined \$5.00 per meeting. In extenuating circumstances, the fine may be reversed upon approval of the Commission Executive.

II - 6 Only members in good standing may vote at meetings of the Commission. The Presidents of Associations in arrears will be contacted by the Commission Treasurer prior to any Commission Meetings.

ARTICLE III - AFFILIATION AND FEES

- III - 1 The Commission shall affiliate and work with the BCLA
- III - 2 Member Associations shall pay entry fees as determined by the Commission to cover operating expenses of the Commission.
- III - 3 Member Associations shall pay a performance deposit as determined by the Commission.

ARTICLE IV - THE EXECUTIVE

IV - 1 The affairs of the Commission shall be managed by the Executive that shall consist of the following:

- (a) the presently elected members as set out in IV-2

IV - 2 The elected Members of the Executive shall be elected at the Annual General Meeting and shall consist of the following:

- | | | |
|-----|---------------------|---------------------------------------|
| (a) | Chairperson | two year term (elected on odd years) |
| (b) | Vice Chairperson | two year term (elected on even years) |
| (c) | Vice Chairperson | two year term (elected on odd years) |
| (d) | Secretary | one year term |
| (e) | Treasurer | one year term |
| (f) | Zone Director | one year term |
| (g) | Past Chairperson | one year term |
| (h) | Female Box Director | one year term |

IV - 3 The Executive Members of the Commission may administer the affairs of the Commission in all things and make or cause to be made for the Commission in its name, any kind of contract which the Commission may lawfully enter into and save as hereinafter provided, generally, may exercise all such powers and all such acts and things as the Commission is by its Constitution or otherwise authorized to exercise or do,

- IV – 4 The Executive Members shall have the authority to appoint persons to fill Executive positions that become vacant during the operating year.
- IV – 5 The Members of the Executive are representatives of the Commission. As representatives they are committed to accepting the responsibility of demonstrating the values, fair play and spirit of the game at all times.

ARTICLE V - CHANGES

- V -1 Changes to the Constitution, By-Laws and/or Operating Policy of the Commission can be made by motion at the Annual General Meeting or at a Special Commission Meeting called by the Commission Chairperson. Notice of Motion shall be in writing to the Chairperson or designate at least thirty (30) days prior to meeting. All member Associations and Commission Executive will receive proposed changes at least twenty-one (21) days prior to the meeting.

THOMPSON/OKANGAN MINOR BOX LACROSSE COMMISSION

OPERATING POLICY

SECTION A - GAME SHEETS

- A - 1 Home teams shall ensure that approved game or score sheets are available to the timekeeper before the start of the game.
- A - 2 The home team shall be responsible for the original game sheet (white) or a clear digital copy to reach the Division Commissioner.
- All game sheets must be received by the Division Commissioner within forty-eight (48) hours of the conclusion of the game.
 - In the last seven (7) days of regular season play, all game sheets must be provided to the Division Commissioner within twenty four (24) hours of the conclusion of the game.
 - The canary copy is to be forwarded to the Zone Director or Designate.
 - Submission of the digital copy of the game sheet must go to the Game Sheets/Stats Master in addition to the appropriate Division Commissioner as per the TOMBLC Game Sheet Procedure.
- A - 3 It is imperative that Commissioners receive game sheets on time. Failure to forward game sheets within the time allotted in Subsection A-2 may result in the home team losing any points they may have earned in the game. A phone call from the home team coach to the Division Commissioner providing all information as to goals, penalties, etcetera will assist the Division Commissioner in compiling the information, but in no way replaces the game sheet.
- A - 4 The game sheet is to be clearly and completely filled out prior to the game. The referee shall check the game sheet prior to the start of each game.
- A - 5 All players, whose names appear on the game sheet, shall be in uniform and present on the team bench. Registered team players arriving late can be added to the game sheet on arrival and take their position with the team. Players known to be absent should not be shown on the game sheet, however, any player who has been suspended should be listed on the game sheet.
- A - 7 Team officials, bench officials and referees shall print their name on the score sheet, as well as sign the score sheet.
- A - 8 Score sheets **MUST** record all penalties properly.
- A - 9 When a player is called up to play for a team of higher division, a photocopy of the minor to minor player movement form that has been signed by both coaches and must be handed in **with** the game sheet with the affiliated player marked on the game sheet. Failure to do so will deem the player as ineligible as per BCLA operating policy. The coach calling the player up will keep the original form for back up.

SECTION B - OFFICIALS

B - 1 Home teams shall ensure that the following competent bench officials are present prior to the start of the game:

- 1) Scorekeeper
- 2) Timekeeper
- 3) Penalty timekeeper, if applicable
- 4) 30 second timekeeper (certified referee if possible), if applicable
- 5) Penalty box custodians, if applicable
- 6) Announcer, if applicable

The referee has the authority to ask for a replacement of a bench official should he consider any bench official incompetent. No other people, except the duly appointed bench officials shall be allowed in the bench official boxes.

B - 2 The home team's Referee-in-Chief or referee scheduler shall appoint two properly certified referees for all games. If there are not two properly certified referees at a game after 20 minutes of the scheduled time for the game, the game shall be cancelled and the two (2) game points will be awarded to the visiting team. If extenuating circumstances warrant, the home team can apply in writing to the Division Commissioner to have the game rescheduled. The Division Commissioner is to review all circumstances surrounding the cancellation of the game and, after consultation with the Commission Executive, has the authority to reschedule the game if the circumstances of the cancellation warrant such action.

B - 3 If after fifteen (15) minutes from the appointed game time, neither team has appeared on the floor; the referee shall declare the game "no contest" and forward a report to his Referee-In-Chief, who will inform the appropriate Commissioner. Should one team appear on the floor within these fifteen (15) minutes with a minimum number of players and the other team does not, then the team present shall be awarded the game, (upon Commissioner's investigation the points will be awarded). No individual player points will be awarded.

B - 4 The referee must submit a game report in any case of a MATCH PENALTY, in accordance with current BCLA suspension rules. This report will be immediately submitted to the home teams Referee-In-Chief, who will in turn, PHONE the Commissioner with the details and immediately forward the written report to the Commissioner. NOTE: Since a player receiving a MATCH PENALTY is suspended until ruled upon, time is of the essence, written reports must be in the Commissioner's hands immediately.

SECTION C - GAME REQUIREMENTS

- C - 1 The home team will be responsible for providing approved balls in sufficient numbers to play the game. The minimum number of game balls present is three (3). Balls must be clean, white, orange or red balls will be acceptable. The referee has the authority of rejecting game balls.
- C - 2 In case of sweater conflict, the home team is required to change to a sweater colour or bib to the satisfaction of the Referee.
- a) TOMBLC Minor Associations wishing to change their jersey colors will be required to submit a color change request to the TOMBLC Executive for approval prior to purchase. All efforts should be made to not choose a color that already exists.
- b) Jersey color by association:

Association	Home	Away
Nicola Valley	Black/Red/Teal	White/Teal/Red
Kamloops	Royal/Gold/White	White/Royal/Gold
Shuswap	Black/Red/White	White/Red/Black
North Okanagan	Gold/Black/Purple	Yellow/Purple/Black
Kelowna	Black/Gold/Silver	Silver/Gold/Black
Penticton	Gold/Navy/Red	Navy/Gold/Red

- C - 3 No over-time shall be played during regular season play.
- C - 4 Overtime in Commission playoff games will be as per the over-time rule used for BCLA playoff games.
- C - 5 All games must end on time so that the next scheduled game in that facility is not delayed.
- C - 6 Should two or more teams be tied at the end of regular season play, the following applies:
- a) Two teams tied, the winner of game or games between the two teams advances. If still tied, the Goal Average Formula will be used to break the tie.
- b) Three or more teams tied, if one team has defeated the other teams with which it is tied after regular season play, that team shall advance. If this is not possible, the team with the best Goal Average Formula advances.
- c) In the event that two or more teams are tied with the same number of points and cannot be separated by the Goal Average Formula, the team with the greater number of goals scored against the team or other teams with which it is tied shall be declared the higher team. If still tied, the team which scored the first goal in the tied game is to be declared the winner of that game.
- d) Should the teams not have played an equal amount of games for a decisive winner to be declared. Amount of points earned divided by the total points possible by

that team in the season = win percentage. This should be completed for each team in contention and the winner will be the team with the highest win percentage. All efforts should be taken to ensure that equal games are played – Association Schedulers will be required to provide proof that all attempts were made to achieve all games played on request.

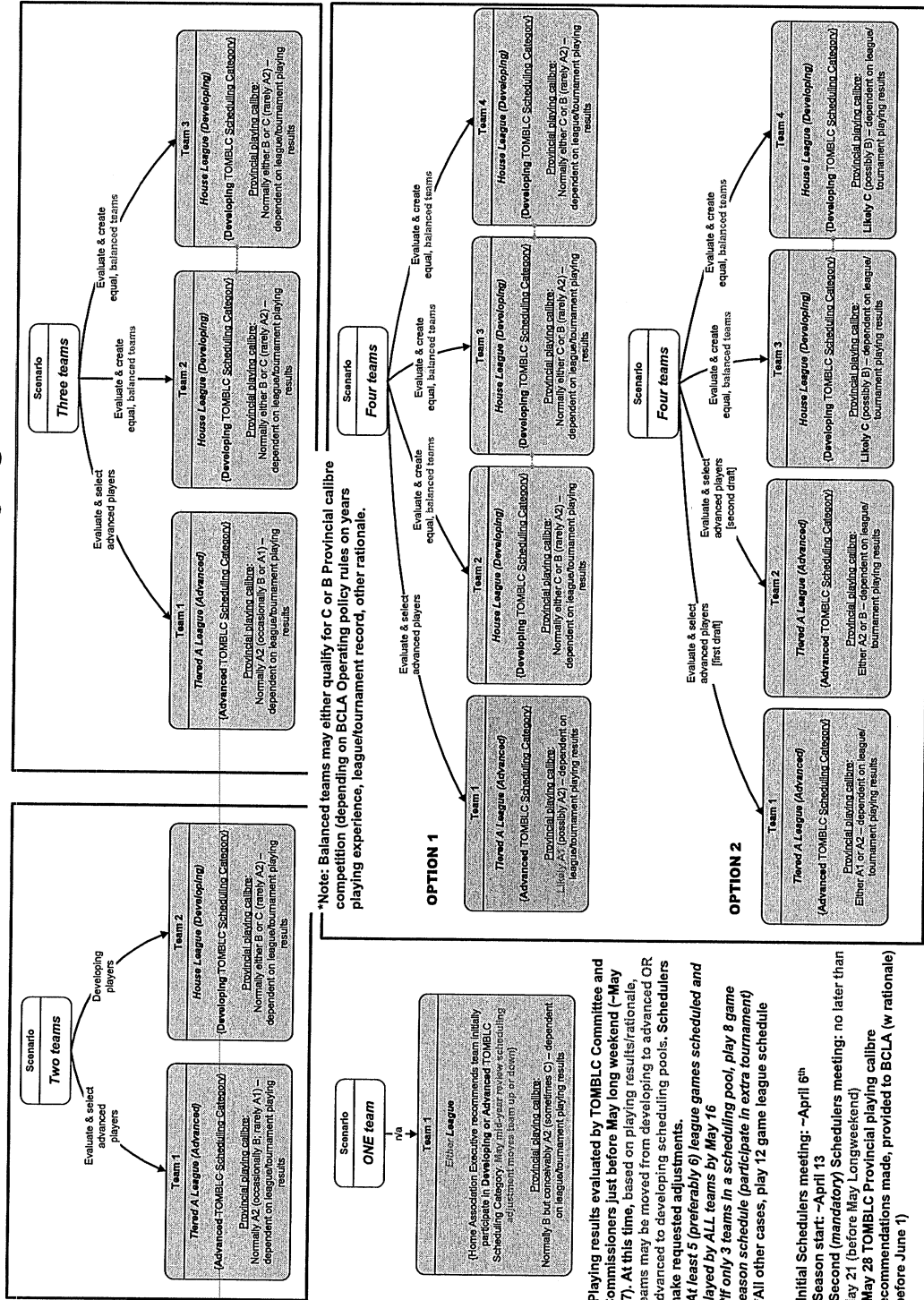
GOAL AVERAGE FORMULA

GF divided by the sum of GF + GA = Goal Average

SECTION D - TEAMS AND PLAYER MOVEMENT

- D-1 Each team shall be composed of players as per Rule 14(a) of the CLA rulebook. For Commission league and playoff games, the minimum number of players comprising a team shall be six (6) the maximum number shall be twenty-two (22). All associations must provide to the Zone Executive a list of players on each team prior to the 1st league game. All exceptions to maximum number of players must be approved by the Commission before league play starts and then forwarded to Minor Directorate for approval
- D - 2 All clubs wishing to enter teams in the Commission competition must declare their teams at least one week prior to the appropriate scheduling meeting.
- D - 3 In Tyke all participating teams shall schedule one home weekend with a maximum of three travel weekend dates to form an eight (8) game schedule. In the Tyke and Novice divisions of the Commission, teams will be **balanced** by calibre and strength for all league play.
- D - 4a) In PeeWee, Bantam and Midget divisions, all teams will be formed by calibre and strength to play in **tiered** leagues. **Figure 1 describes the approach that will govern how each Member Association (MA) within TOMBLC will evaluate, draft and form their teams.** With input from each MA, **the Commission or its duly elected impartial designate(s)** will assess the expected pre-season calibre and strength of these teams prior to the initial Schedulers meeting, with the understanding that an optional second scheduling round will be held just before the May Long weekend (~May 17) if requested by the Division Commissioner AND the TOMBLC Chair. The TOMBLC may adopt special scheduling considerations for teams that play at and will declare provincially at the A1 calibre. At the initial Schedulers meeting, the full season WILL be scheduled. From the pre-season screening assessment, in addition to consideration of the average years' experience of the players and any past history of teams widely known to the Commission (i.e., predominantly intact cohort of players with prior history within TOMBLC) — **the Commission or its duly elected impartial designate(s)** — will determine whether a team best fits *initially* into a "**Developing**" or "**Advanced**" league **Scheduling Category**.

Figure 1: TOMBLC hybrid playing model



i) Playing results in TOMBLC league play, BLCA sanctioned tournaments (both within British Columbia and out-of-Province tournaments) along with rationale supplied by MAs and TOMBLC Division Commissioners will be considered at the **mandatory second scheduling round prior to the May Long weekend** (~May 17) to move teams from either the Developing **Scheduling Category** to the Advanced category or from the Advanced category to the Developing **Scheduling Category**. **The decision on whether to sanction these movements will rest with the Commission.**

ii) To enable the adaptive improvement of TOMBLC league schedule and related calibre assessments set forth in D-4a.i, **no fewer than five (5)** league games will be scheduled and played by ALL PeeWee - Midget teams **by May 16 of each year**. MA league schedulers throughout TOMBLC are called upon to work diligently to uphold this feature of our schedule, including use of mid-week games and make-up games.

iii) **TWO OR FEWER TEAMS in a Schedule Category:** Where there are only two (2) or fewer PeeWee - Midget teams in the "**Developing**" or "**Advanced**" divisional **Scheduling Categories**, these teams would be moved up to the next Scheduling Category (e.g., from "Developing" to "Advanced", or "Advanced" to "Developing").

D - 4b) **BALANCED SCHEDULING WITH RECONCILIATION FOR SINGLE TEAM CLUBS:** League games for tiered PeeWee - Midget division teams would be scheduled to restrict teams to play other teams in their natural Schedule Category (i.e., "Developing" or "Advanced"). That is, "Developing" teams would only play other "Developing" teams in their division. "Advanced" teams would only play other "Advanced" teams in their division. "Developing" teams would **not** be scheduled to play "Advanced" teams (and vice versa). In order to better allow timely assessment of playing calibre strength of single club teams, **prior to May 17 of the playing season, ALL single club teams MUST play TWO (2) games vs. other "Advanced" scheduling category teams.**

Note: this restriction does not apply to exhibition games that may be scheduled from time to time, and is subject to D - 4a.iii.

i) **NUMBER OF LEAGUE GAMES WHEN THREE (3) TEAMS in a Schedule Category:** Where a PeeWee - Midget league Scheduling Category (e.g., Bantam "Advanced") were comprised of three (3) teams, the regular season league schedule for these teams would consist of four (4) home games and four (4) away games for **a total eight (8) game regular season league schedule**. Where the league scheduling flexibility permits, the Commission, in consultation with the master scheduler and division Commissioner, have the right **prior to the start of the season** to increase this to a total of **ten (10) regular season games**.

ii) For PeeWee - Midget league Scheduling categories utilizing the eight (8) game regular season schedule, each Member Association would be encouraged to use regular registration fees to subsidize the cost of an

additional tournament registration fee to enable their teams in these low number Scheduling categories to participate in additional tournament games, of the appropriate playing calibre. Alternatively, these teams may choose to schedule exhibition games with teams inside or outside of TOMBLC to increase development and further inform Provincial playing calibre decisions.

iii) Where a PeeWee - Midget league Schedule Category is comprised of four (4) or more teams, the regular season league schedule for these teams would consist of six (6) home games and six (6) away games for a **total twelve (12) game regular season league schedule.**

- D - 4c) Where a *Commissioner* identifies serious imbalance in the competition level within his/her league, the **Commission** may require all Member Association Schedulers to adjust the remaining league schedule to achieve fair play, and communicate the cascading changes to all affected teams. In this rare event, teams who have already secured tournament participation and cannot attend the rescheduled games sought by MA Schedulers would not be subject to J-2.
- D - 5 Associations or Clubs that have more than one (1) team in any division must declare on their registration form different names or letters to designate such teams.
- D - 6 Once a player has been selected to play with one specific team at the initial team evaluations within their Association, no player may be allowed to play for another team after May 7 of the playing year (per BCLA Minor Directorate Regulation 4.03). In special circumstances and with valid reason, a team may request a further movement only with the permission of the local Commission.
- D - 7 All player movement in PeeWee, Bantam and Midget will be in accordance with article 4.07 of the current BCLA Minor Directorate Regulations.
- D - 8 No player may practice or play for another Club or Association until properly transferred by their home Association and the Commission. The Commission rules on all transfers and requests for transfers but final ratification is the responsibility of the BCLA Minor Directorate. Appeals on BCLA Minor Directorate decisions are the responsibility of the BCLA Appeals Committee.
 - a) Players will register and play within their own MA boundaries, within TOMBLC registration boundary guidelines will be defined by where the registrant attends school and the corresponding school district map.

HOME ASSOCIATION	SCHOOL DISTRICT MAP	BOUNDARY EXCEPTION/AMENDMENT
Nicola Valley	Nicola-Similkameen 58	None
Kamloops	Kamloops/Thompson 73	Excluding Chase
Shuswap	Okanagan-Shuswap 83	Including Chase Excluding Armstrong
North Okanagan	Vernon 22	Including

		Armstrong and Spallumcheen
Kelowna	Central Okanagan 23	Excluding Peachland
Penticton	Okanagan Similkameen 53 Okanagan Skaha 67	Including Peachland

- D – 9 Complaints or protests arising from teams or Clubs during the season shall be in writing to the respective Commissioner, within 48 hours of the incident.
- D – 10 No player may play down in other than his own age group or calibre. In exceptional circumstances, written requests using the BCLA "Request For Player To Play Down A Division" form must be submitted to the Commission Chairperson. Before the over age player or player from a higher calibre can play or practice with the lower division, the request must be approved by the Commission Executive and ratified by the BCLA Minor Directorate.
- D – 11 Players are allowed, with the permission of their Coach or Manager, to play up one division or calibre. No player who plays five games in a higher division shall be eligible to return to his original division or calibre during the same playing year. Policy A-9 shall apply to any called up player.
- D – 12 In all Commission playoffs, Regulation 15 of the current BCLA operating policy will be applicable to any individual player as well as the whole team.
- D – 13 Ineligible players in playoffs will result in the opposing team getting the winning points and if detected in Provincials, may result in disqualifications.

SECTION E - PLAYING REGULATIONS

- E - 1 Any Coach or Manager who withdraws a team from the floor in any regular scheduled or playoff game will be subject to a review by the Commission.
- E - 2 In cases where spectators interfere with players or officials so as to delay the process of, or affect the result of a game, the referee shall declare the game "no contest" and report immediately to his Referee-In-Chief who will report immediately to the Commissioner.
- E - 3 The game clock shall not be stopped during regular scheduled play unless ordered to by the Referee by calling "time out".
- E - 4 Saves made by the goaltender shall be recorded on the time sheet as a "shot on goal". Saves shall be considered as any shot that would have scored had the goalie not stopped the ball. Shots hitting the goal posts are not saves.
- E - 5 Goaltenders must wear a C.S.A./C.L.A. approved mask, helmet and throat guard.

- E - 6 Abuse, either verbal or physical, of Referees will not be tolerated. A Referee's report of any such action by a player or team official that is subsequently verified by the Commissioner to have occurred will result in severe disciplinary action. The individual reported on shall be immediately suspended in accordance with the BCLA Minor Directorate rules.
- E - 7 All playing rules shall be as stated in the CLA Rule Book and as modified from time to time by the BCLA Minor Directorate.
- E - 8 Prior to commencement of league scheduling, the Commission will annually review and ratify a written master scheduling guideline document that will give clear terms, an unequivocal timeline, and direction to the master scheduler, Commissioners, and all Member Association schedulers.
- E - 9 (i) Regardless of the amount of advance notice, any previously scheduled league game (including scheduled exhibition games authorized by the Commission), requiring to be rescheduled for any reason by a team or any member of their parent Association Executive, can only be rescheduled **with the approval of the Division Commissioner or Commission Chair**. The Division Commissioner will review all circumstances and extenuating circumstances surrounding the need to reschedule the game and may at their discretion consult with the TOMBLC Chair or other members of the Commission Executive on said circumstances.
- (ii) If the Division Commissioner does not render a decision within 36 hours of the original end time of the league game that requires rescheduling (including Commission authorized exhibition games), the Commission Chair will have the authority to rule on whether the game will be rescheduled up to 48 hours following the end of the game that requires rescheduling. The decision of the Division Commissioner will be final and may only be overturned by the Commission Chair. In the event of an internal dispute, the ruling of the Commission Chair shall be final.
- (iii) Member Association schedulers (nor any other MA persons) **do NOT** have the authority to reschedule previously established league (or Commission authorized exhibition) games **without prior authorization from the Division Commissioner or TOMBLC Chair (per Policy E-9)**. Commissioner decisions on rescheduling must be rendered within 48 hours of the end time of the forfeited/cancelled league (or Commission authorized exhibition) game in question (see Policy E-9(iv)).
- (iv) If a decision by the Division Commissioner and failing, the Commission Chair is not provided within 48 hours of the end time of the game in question (including Commission authorized exhibition games)² the cancelled game will once and for all remain a forfeit to the team who did not show for the previously scheduled game (receive 0 points), and two (2) points awarded to the opposing team. Per Policy J-3, the Division Commissioner will

² i.e., there is no response or any clear decision provided.

track the total season tally of forfeited/cancelled/no-show games for all teams in their division (that have not been formally rescheduled under Policy E-9).

- (v) The team that is requesting the reschedule shall make every reasonable effort to accommodate the rescheduling game.
 - When rescheduling games, schedulers will take into consideration the black-out dates for each team.
 - Games may be rescheduled to a location other than the previously scheduled location.
 - When required a division commissioners decision is final
 - In the event of a rescheduling dispute the ruling of the Commission Chair shall be final.

The impetus for Policy E-9 (and J-3) is: once the TOMBLC master league schedule (and related mid-season scheduling adjustment) is set, every team's first and top priority is to play their league games (and Commission authorized exhibition) or face consequences here and in Policy J-2 and J-3.

SECTION F - COMMISSIONERS: DUTIES AND GUIDELINES

- F – 1 Division Commissioners will be appointed by the Commission Chairperson, or designate, at the Commission's Annual General Meeting and ratified by the Commission Executive. The term will be for one (1) year and subject to review at any time during the term. In extenuating circumstances and upon acceptance of the added responsibility, the Commission Chairperson, or designate, may delegate multiple divisions to a single Commissioner. The defined divisions requiring a Commissioner are as follows:
 - a) Mini-Tyke/Tyke
 - b) Novice
 - c) Peewee
 - d) Bantam
 - e) Midget

- F - 2 Commissioners must keep sufficient records or statistics to:
 - a) inform requesting teams of their league standings;
 - b) per Policy J-3, maintain an up-to-date account of non-played/forfeited/cancelled/no-show games for all teams in their division;
 - c) maintain an up-to-date account of penalty occurrences;
 - d) spot any serious imbalance of the competition level within his league and report it to the Commission;
 - e) if the divisional Commissioner does not have game sheets 7 days after the game has occurred, the Commissioner must establish game results by phone, and then obtain the game sheets. In the event of a dispute over league standings, documentation must be provided to the Chairman of the Commission for arbitration and the Chairman's decision is final.

- F - 3 Division Commissioners will receive one hundred dollars (\$100) per season to fulfill all duties and guidelines as set out by the Commission and BCLA Operating Policy. Payment will be made at the following year's Commission AGM and must be approved by the Commission Executive.
- F - 4 Commissioners must attempt to maintain a high standard of lacrosse, in terms of discipline within their league.
- F - 5 Commissioners shall acquaint themselves personally with all team officials in their league.
- F - 6 Commissioners must ensure that all Coaches in their league have a copy of the Operating Policy of the Commission and ensure that Section "D" and "E" are adhered to.
- F - 7 Commissioners should attempt to handle all cases of complaints or disputes in their leagues fairly and with an open mind.
- F - 8 The Commissioner or designate shall supervise playoffs within their league, and shall make presentation of league awards.
- F - 9 The Commissioner shall submit a written year-end report to the Commission.
- F - 10 The Commissioner or designate in Novice, PeeWee, Bantam and Midget shall on the basis of received game sheets, establish the top six (6) teams in the Novice division who shall participate in the Thompson Okanagan Zone Championships. At the discretion of the commission, at the TOMBLC Declaration Meeting, an additional novice division championship may occur for teams outside of the top six. All novice teams will participate in a zone championship. This will be assessed yearly depending on how many teams are in the novice division. The Commissioner will then determine the top four (4) teams in each of PeeWee through Midget Developing Scheduling Category (only) who shall participate in the **Thompson Okanagan Zone Championships**. This again will be based on received game sheets, and the guidelines in Policy L-1. In the event of a tie, C-6 will apply. The teams shall be notified by telephone and/or email by the Commissioner, or designate, at least four (4) days prior to the Championships, except in extenuating circumstances. The appropriate Commissioner, or designate, will attend the Championships to present the banner to the winning team. Policy A-2 and A-3 will apply when determining overall league standings.
- F-11 The Commissioner or designate in PeeWee, Bantam, and Midget shall, on the basis of game sheets and Provincial Declarations approved by the Commission and vetted by the BCLA Minor Directorate, establish and seed up to a maximum of four (4) teams for each calibre and division with a maximum of one team per calibre representing an association that will playoff to represent the Commission at Provincial Championships.
- F - 12 The Commissioner shall be familiar with the master scheduling guidelines of the league (per Policy E-8) and will be the first-responder in regards to all re-scheduling issues,

complaints and events related to game cancellations, forfeits, no-shows of previously scheduled games (including Commission authorized exhibition games) in their division, per Policy E-9. Member Association Schedulers MUST take direction from TOMBLC Commissioners, not from agents within their own Association.

SECTION G - DISCIPLINE

- G - 1 All match penalties to have Referees report and routed in accordance with the routing procedure. The Commissioner is the only individual who may increase any mandatory suspension. The Commissioner can only assess up to five (5) games and then must request a hearing for further suspension.
- G - 2 All suspensions and disciplinary rules will be as per the current BCLA Minor Directorate Disciplinary Rules and Rule Interpretation.
- G - 3 Referee reports required:
 - a) All match penalties
 - b) Any major or unsportsmanlike penalty the referee considers warranting further action
 - c) Any abuse of Referees or any other official
- G - 4 All automatic suspensions are indefinite until ruled upon. The Commissioner will investigate and impose the required suspension as per the current BCLA Disciplinary Rules and Rule Interpretation. Suspended players, coaches, managers and bench personnel cannot participate in any games until they hear from the Commissioner of their division.
- G - 5 Suspensions "earned" in playoffs will be served even if carried into the Provincials. NO EXCEPTIONS!!

SECTION H - HEARINGS AND SUSPENSIONS

- H - 1 Hearings to be held per the BCLA Operating Policy

SECTION I - TEAM AND FAN CONTROL

- I - 1 Where possible, please have teams change rooms on opposite sides of the arena. Where not possible, the Coaches and Managers must precede their players off the floor and lead them to the dressing rooms. The visiting teams will leave the floor first and then the home team.
- I - 2 No fans, other than parents of Novice and under will be allowed in the vicinity of the dressing rooms or in the tunnels leading to the dressing rooms.

- I - 3 Coaches must control their benches and must also assist in the control of their fans. If control of fans is more than the Coach can handle; parents, referees, Executive members must take charge.
- I - 4 Clubs must ensure that the last person to leave the arena is either the Coach, Manager and members from the Executive. Good conduct in the parking lots is the Club's responsibility.
- I - 5 Clubs must ensure that the referees in the higher calibre and older Division (Midgets) are senior referees. If your Club does not have senior officials;
 - a) Try another club for help
 - b) Phone the B.C.L.O.A. for names and numbers of senior officials.

SECTION J - TEAM FINES AND ASSESSMENTS

- J - 1 Team assessments are due 10 days after invoiced by the Commission Treasurer.
- J - 2 (i) In the event that a team does not provide **48 hours or more notice** that they will not show up to play a previously scheduled league game (including scheduled exhibition games authorized by the Commission), the team shall be fined \$500, the cost of which will be billed to their home Association and paid to the aggrieved Association within 5 calendar days. The game costs for floor time incurred by the host Association for the forfeited game and officials will be paid from the fine received. (ii) Either the Commission Chair or the Division Commissioner may at their sole discretion waive the \$500 fine based on review of any extenuating circumstances surrounding the forfeited/cancelled game. In the event of an internal dispute, the ruling of the Commission Chair shall be final.
- J - 3 (i) Over the course of the regular season through the end of Commission/Zone play downs, in the event that a team forfeits, fails to show, or otherwise fails to play **two (2) or more** previously scheduled league games (including exhibition games authorized by the Commission), said team(s) ***will no longer be eligible to receive a Provincial Declaration, participate in TOMBLC Provincial Play downs, TOMBLC Zone Development Championships, nor participate in Provincial Championships.*** Games that received Division Commissioner or Commission Chair approval for rescheduling under Policy E-9 will NOT be counted towards this 2 game limit.

(ii) In the event a team becomes ineligible to participate in Play downs and Provincial Championships as a result of Policy J-3(i), the aggrieved team may request a hearing through the regular BCLA Appeals process, with the TOMBLC Chair and TOMBLC Division Commissioner participating in said BCLA hearing to communicate the views of the local Commission to BCLA.

SECTION K – PROVINCIAL TEAMS

- K - 1 Associations or Clubs have the option of identifying teams who will attempt to qualify for Provincial Championships.
- K - 2 Due to its superior knowledge of its local competitive environment, the Commission will continue to be responsible to recommend appropriate Provincial competition calibre for its teams to the BCLA Minor Directorate, based on TOMBLC registration numbers, facts/evidence (e.g., league, tournament results, years' experience, previous Provincial results for intact cohorts of players), and the unique properties of the TOMBLC zone. Provincial team declarations will be guided by BCLA Operating Policy with reference to zones where tiering takes place. For improved consistency and transparency, an appropriate Provincial declaration recommended by TOMBLC will be guided³ by the following:
- i) A fair and reasonable TOMBLC Provincial Declaration is not to guarantee winning the Division at Provincials but to play competitively against other teams in this calibre competing at Provincials. For added clarity, this can be thought of as an approx. 50% or better chance of winning at least 1 out of 3 round robin games at Provincials. Game scores at Provincial competition will be within 2-4 goals in at least 3 out of 5 games played.*
- ii) Provincial Declaration decisions may also take into account informational opinions from the other Coaches within the same Provincial calibre outside our TOMBLC league (i.e., games played during tournaments & exhibition competition) that the team wishes to declare in. For example, if a team seeks a B declaration, all other B and A2 Coaches that the team played against outside of the TOMBLC league (i.e., in tournaments, exhibition) may be asked by a TOMBLC Division Commissioner (or failing the action of said TOMBLC Division Commissioner, by the TOMBLC Chair or their designate) for their opinion whether the team in question is reasonably of that calibre.*
- K - 3 Associations or Clubs will be responsible for providing all supporting statistics, documentation and information to applicable Division Commissioners and the Commission Executive to substantiate declaring Provincial calibre three (3) days prior to the Commission declaration meeting. Lack of information will require Division Commissioners to rely on Commission Executive recommendations (including the guideline identified in K-2) and any parameters as set out in BCLA Operating Policy Regulation 12.05 (c) that are consistent with K-2 and the unique properties of the TOMBLC zone.
- K - 4 Associations or clubs with four (4) or more teams in any division and are declaring a tiered team must declare one of these teams at an 'A1' calibre. In extenuating circumstances, with rationale, an Association or Club may request to play at a lower calibre. This request must be approved by Commission Executive through consultation with the Division Commissioner.

³ Note: it is understood this guideline is not directly measureable. The intent is to better align philosophy of the nature of the competitive level of TOMBLC teams that our Commission recommends for Provincial competition.

- K - 5 The Provincial Play downs format for each calibre within each division for the Zone will be as follows:
- a) One (1) team: Provincial berth awarded by default.
 - b) Two (2) teams: a best-of-three format will be used. The team to win two (2) games will secure the Provincial berth. The first 2 games to be played in one day and the third (if required) the next day at a single location at the discretion of the applicable Division Commissioner or designate. In the event that multiple Provincial berths are available to our Zone and the discretion of the participating teams, these games can be cancelled.
 - c) Three (3) teams: a round-robin format will be used. The team ranked first after the round-robin games will secure the Provincial berth. All games to be played in a single day and at a single location at the discretion of the applicable Division Commissioner or designate. In the event that multiple Provincial berths are available to our Zone, all games must be played to properly determine rankings. BCLA Operating Policy 12.12 (a) will apply in the event of a tie-breaking situation.
 - d) Four (4) teams: a round-robin format will be used. The team ranked first after the round-robin games will secure the Provincial berth. All games to be played over 2 consecutive days and at a single location at the discretion of the applicable Division Commissioner or designate. In the event that multiple Provincial berths are available to our Zone, all games must be played to properly determine rankings. BCLA Operating Policy 12.12 (a) will apply in the event of a tie-breaking situation.
 - e) It is the right of each MA to supply at least one referee from their home Association for these Provincial Play down games. These referees must be appropriately certified for the level of games they are to officiate, and must have the approval of the TOMBLC Zone Head Referee to officiate the Provincial Play down game(s). Where certified 30-second clock operators are required by BCLA policy, these 30-second clock officials must be from a neutral Association, unless both Coaches agree otherwise.
- K - 6 Associations or Clubs having multiple teams wanting to declare at the same calibre within a division must play an internal playoff to declare a single Association or Club representative for their declared team prior to the Zone Provincial Play downs. Playoff format is the responsibility of Association or Club. In the event that multiple Provincial berths are available to our Zone within this division and calibre, this policy does not apply.
- K - 7 If an Association or Club is the host for the Provincial Championships then their team representatives within that division and at any calibre are exempt from the Zone Provincial Play downs. The teams will not count towards the total amount of teams declaring and will not participate in any Provincial Play downs.

- K - 8 Where scheduling conflicts emerge, Provincial Play down games shall take precedence over Zone Championship games. The Commission will have the authority to review perceived or reported scheduling conflicts, and rule on whether teams shall be exempt from participation in Zone Championship games, and/or whether and how the Zone Championship games are to be adjusted.
- K-9 No Provincial Play down games will occur at the Minor Directorate level until the final outcome of the BCLA Minor Directorate meeting.

SECTION L – ZONE DEVELOPMENT CHAMPIONSHIPS

- L - 1. The top six (6) teams in Novice qualify for the Thompson Okanagan Zone Championships. Subject to appropriate availability of dates in the season schedule, including floor availability to conduct Provincial Play downs, the top four (4) teams in each of the PeeWee through Midget Developing Scheduling Category (only) qualify for the Thompson Okanagan Zone Championships. When fewer than four (4) teams satisfy these rules, additional teams (i.e., 5th ranking, 6th ranking, etc.) teams within the Developing Scheduling category may be admitted to the Zone Championships until four (4) teams are identified. **All teams so identified are expected to participate in the event they do qualify as set out here and in Policy F - 10.**
- L-2 Subject to appropriate availability of dates in the season schedule, including floor availability to conduct Provincial Play downs, the Zone Championships shall be played over two (2) consecutive days. Each division will play at a single location as agreed upon by the Division Commissioner and the Commission Executive. In certain circumstances, multiple divisions may play at a single location.
- L-3 No Association or Club may host successive Zone Championships for any divisions they may have hosted the previous year. In extenuating circumstances and agreed upon by the applicable Division Commissioner and the Commission Executive, this policy will not apply.
- L-4 The Zone Championships format will be as follows:

NOVICE Division:

- a) The Division Commissioner will seed the qualifying teams one (1) through six (6) as per Policy F - 10. The first (1st) and second (2nd) seed will receive a bye directly to the semi-finals. The quarter-finals and semi-finals will be played on Day 1 and the Zone Championship game will be played on Day 2. **Highest seeded team will be designated home team in each game.**
- b) Quarter-finals. Winners advance:
- a. third (3rd) place vs. sixth (6th) place
 - b. fourth (4th) place vs. fifth (5th) place.
- c) Semi-finals. Winners advance to Zone Championship game.
- a. first (1st) place vs. lowest ranking quarter-final winner
 - b. second (2nd) place vs. highest ranking quarter-final winner
- d) Zone Championship is a single game between the winners of the semi-final games. The winner is crowned Zone Champion for their division.

PeeWee - Midget Divisions:

i) **Four (4) teams:** a round-robin format will be used. The team ranked first after the round-robin games will be crowned Zone Champion for their division. Subject to appropriate availability of dates in the season schedule, including floor availability to conduct Provincial Play downs, all games to be played over 2 consecutive days and at a single location at the discretion of the applicable Division Commissioner or designate. The Commission will make determinations regarding scheduling availability/feasibility. BCLA Operating Policy 12.12 (a) will apply in the event of a tie-breaking situation.

ii) **Should there be two or more teams competing in Zone Development Championships sanctioned as TOMBLC Provincial team representatives in the *same* division and calibre, the outcome of these games will apply/count towards Provincial Play down games that are to be played according to the format identified in K-5.**

L-5 It is the right of each MA to supply at least one referee from their home Association for these Zone Champion games. These referees must be appropriately certified for the level of games they are to officiate, and must have the approval of the TOMBLC Zone Head Referee to officiate the Zone Champion game(s).

SECTION M - INTERNAL APPEALS

M- 1 In the event of a dispute between a Commissioner and the Chair, where the Chair has overruled a decision of their Commissioner, the aggrieved Member Association may, through their President, appeal the Chair's overruling decision within 24 hours to the TOMBLC Executive. This appeal must be accompanied by payment of \$500 cheque, cash or electronic fund transfer to the TOMBLC Treasurer. These funds will be forfeited in the event of an unsuccessful appeal, refunded in the event of a successful appeal. Within 48 hours, the 1st Vice Chair of TOMBLC, failing, the 2nd Vice Chair TOMBLC, failing, the Zone 2 Director of TOMBLC, will notify the Executive of the need for a hearing. The 1st Vice Chair, 2nd Vice Chair, or Zone Director will assemble a minimum 3 person Appeals Committee comprised from members of the Commission. Both the Chair and the Commissioner will be afforded the opportunity to address the Appeals Committee at the hearing. The decision of the Appeals Committee shall be final.