

# **VANCOUVER ISLAND MINOR**

## **LACROSSE COMMISSION**

### **OPERATING POLICY**

#### **AGM 2024**

## **VANCOUVER ISLAND MINOR LACROSSE COMMISSION**

### **OPERATING POLICY**

#### **SECTION A - COMMISSION MINUTES**

In order to ensure accurate communications, minutes of Vancouver Island Minor Lacrosse Commission (here in known as V.I.M.L.C) meetings will be emailed to V.I.M.L.C. member association presidents within 7 days and said minutes are to be read at their next association executive meetings.

#### **SECTION B - GAME SHEETS**

- B-1 Home teams must ensure a copy of the BC Lacrosse Association Bench Officials (Minor Officials) Handbook is with the Game Score keeper for every game. The VIMLC's head official prior to play each year will ensure that the minor bench official's handbook, circulated by the BC Lacrosse Officials Association, is the current copy of the bench officials handbooks as approved by the Minor Directorate..
- B-2 The home team must ensure that the approved score sheet (Game Sheet) is available to the Score keeper before the start of the game. The home team must ensure that electronic score sheet including rosters are approved prior to the game and that the official has approved the electronic game sheet or a paper copy prior to leaving.
- B-3 The game sheet is to be clearly and completely filled out prior to the game.
- B-4 All players whose names appear on the game sheet, shall be in uniform and present on the bench. Late players may only be added until the end of the second period as per CLA guidelines. Absent players are NOT to be added to the score sheet.
- B-5 All team officials, bench officials and officials must print their name on the score sheet. The official must check the score sheet prior to the start of each game for accuracy and that all players are listed.
- B-6 Suspended Players' names are to be listed, then struck out and noted in the Game Notes section of the Score Sheet  
(i.e. serving 1 of 2 game suspensions or serving 2 of game suspensions)
- B-7 Paper Score sheets are in three copies. The Golden Rod copy is for the losing team and the Pink copy is for the winning team.

- B-8 In Partnership with the floor officials, the Score Keeper will assist in the completion of the Score Sheet as per the bench officials handbook. A sample video of the scoresheet completion can be found on the BCLA website. Instructions have been provided to all association's head managers for electronic game sheets.
- B-9 Division commissioners are to receive a high-resolution picture of game sheet, verbal, email or texted game results or completed electronic game sheets within four hours by the home team.
- B-10 The home team must be responsible for the forwarding of the White sheet to the appropriate Commissioner within one week of the game being played. Failure to adhere to this policy will result in the home team's Head Coach being suspended for two league, tournament, playoff or Provincial games. This includes all games including league games, exhibition games and tournament games
- B-11 Scanned Score Sheets copies to the Commissioner are not suitable, as the game sheets are legal documents
- B-12 If a official's game report was generated, because of an incident/penalty in the game sometimes the official will take the White copy, however the game results must reach the Commissioner within 48 hours after the conclusion of the game. Faxed or emailed copies are acceptable with the original to follow.

### **SECTION C - OUTDOOR BOX PLAY**

- C-1 Team representative (manager or coach) must confer with opposing team representative (manager or coach) for game cancellation.
- C-2 Game may be postponed due to weather by the official or by consent of the official or Commissioner. The Commissioner is to be notified by the home association along with the rescheduled date. Original game numbers are to be used in the rescheduled game.
- C-3 Home team to cancel officials
- C-4 Home team to schedule mutually agreeable make-up game to be played prior to the end of regular scheduled season.
- C-5 Failure to host a make-up game means loss of point to home team.
- C-6 Failure to participate in a make-up game means loss of points. Make-up game decisions may be appealed to Commissioner, then to the Jurisdictional committee.
- C-7 Sun Rule: The intent of this rule is to assist in eliminating the sun as an advantage to either team during play out of doors. This rule does not apply to any other environmental condition, for example, wind or rain.

### Governing Rules:

1. The home team has selection of end to start the game and receives the bench closest to that end, as per rule 19 (b)
2. Each team will play the last half of the third period defending the net closest to their bench.
3. Invoking this rule will override the requirement to "change ends to commence each subsequent period" as stated in Rule 19 (b).
4. The Visiting Team will decide when to change ends. Ends may only be changed one during a period and must be done at the mid-point of that period. Play will be halted by the official timekeeper and resume with a face-off at center.
5. The intent to invoke this rule must be made by the visiting team (only) Captain or coach prior to the start of the game.

### Examples

1. Change during first period:

First half of period 1	Team 1	Team 2
Second half of period 1	Team 2	Team 1
All of period 2	Team 2	Team 1
All of period 3	Team 1	Team 2

Note: Teams do not change ends to start period 2.

2. Change during second period:

All of period 1	Team 1	Team 2
First half of period 2	Team 2	Team 1
Second half of period 2	Team 1	Team 2
All of period 3	Team 1	Team 2

Note: Teams do not play equal time at each end.

3. Change during third period:

All of period 1	Team 1	Team 2
All of period 2	Team 2	Team 1
First half of period 3	Team 2	Team 1
Second half of period 3	Team 1	Team 2

Note: Teams do not change ends to start period 3

## **SECTION D - OFFICIALS**

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

- Scorekeeper
- Timekeeper

- Penalty timekeeper (if applicable)
- 30 second timekeeper (if applicable)
- Penalty box custodians (if applicable)
- Announcer (if applicable)

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

- D-2 Zone 6 Officials Representative with support from the home team's Head Official or Official Assigner shall appoint properly carded officials for regular league play. If only one official is present, the game shall NOT be played. The game will be rescheduled if possible.
- D-3 If, after fifteen (15) minutes from the appointed game time neither team has appeared on the floor, the officials shall declare the game "NO CONTEST" and forward a report to their Official-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 six (6) players and the other team does not, then the team present shall be awarded the game. No individual points shall be awarded.
- D-4 The official must submit an online game report where necessary in accordance with the BCLOTSG (BC Lacrosse Officials Technical Support Group) and the BCLA Minor Directorate.
- D-5 Officials must assure that games are started and completed on time to facilitate following games. Officials must inform both coaches of any changes in period lengths.

## **SECTION E - GAME REQUIREMENTS**

- E-1 The home team will be responsible for providing approved balls in sufficient number to play the game. The minimum number of game balls present must be three. The official has the authority to reject game balls. For Clarity – All divisions must use soft or hard balls in accordance with Minor Directorate approved game play rules.
- E-2 In case of a sweater conflict, the home team is required to change to a sweater color or bib to the satisfaction of the official.
- E-3 No overtime shall be played during regular season play.
- E-4 Overtime in the VIMLC playoff games will be as per BCLA overtime rules in provincial play: In the event of a tie, after regulation time, the teams will rest five (5) minutes, change ends and play a full ten (10) period with the last two (2) minutes of the period being stop time. If there is no decision, the teams will change ends for the last time and a series of five (5) minute rest and ten (10) minute periods will be played until the first goal is scored (sudden victory). Running time will be used for all sudden victory

- E-5 All games must be played so that the next scheduled game in that facility is not delayed. Games that start late or are delayed will be adjusted, with notification to both coaches as early as possible, to allow correct completion time.
- E-6 All games between other Island associations from U13 and above must be played in an arena unless it is mutually agreed to be played in an outdoor facility or as determined by the commission.

## **SECTION F - TEAM AND PLAYER MOVEMENT**

- F-1 For VIMLC league and playoff games the minimum number of players comprising a team shall be 9 and the maximum shall be 22 as per BCLA policy. Exceptions will be made in accordance to BCLA Regulation with regards to Team Size. To play a game a team must have 6 players dressed.
- F-2 All clubs wishing to enter teams in the V.I.M.L.C. competition must declare their teams at the appropriate general meeting. Association requests to make changes to declarations will not be accepted once league schedule has been initially drafted
- F-3 In U17, U15 and U13 Divisions association teams may be tiered.
- F-4 The U11, U9 and U7 division will not be tiered. The decision on which tiers will be used for any given playing season will be determined at the February planning meeting and could include any or all of the following: A(A1 and/or A2), B, C. Associations with 3 or more teams must declare at least 25 percent of their teams in the A(A1 and/or A2) division.
- F-5 Associations having two (2) or more teams in the same division and caliber must balance said teams at the beginning of each season.
- F-6 Associations or clubs that have more than one team in any division must declare on their registration form different names or letters to designate such teams.

F-7 Associations will tier their competitive teams(U13 and above) using the following criteria for declarations (and are subject to change by the division commissioner):

# of teams	Team Declarations
1 team	1-A1 or 1-A2 or 1-B
2 teams	1-A1 or 1-A2 and 1-B 1-A1 or 1-A2 and 1-C 1-A1 and 1-A2
3 teams	1-A1 and 1-A2 and 1-B 1-A1 and 1-A2 and 1-C 1-A1 and 2-B 1-A1 and 1-B and 1-C
4 teams	1-A1 and 1-A2 and 2-B 1-A1 and 1-A2 and 1-B and 1-C 2-A1 and 1-A2 and 1-B 2-A1 and 1-B and 1-C 1-A1 and 2-A2 and 1-B 1-A1 and 2-B and 1-C
5 teams	1-A1 and 1-A2 and 2-B and 1-C 1-A1 and 2-A2 and 2-B 1-A1 and 1-A2 and 2-B 2-A1 and 1-A2 and 1-B and 1-C 2-A1 and 2-A2 and 1-B 2-A1 and 2-A2 and 1-C 1-A1 and 1-A2 and 2-B and 1-C 1-A1 and 2-B and 2-C

Exceptions to the tiering must be ruled on by the commission prior to any teams being formed.

New Associations may be granted an exception to this policy for up to two (2) seasons to aid development.

C caliber teams must be in accordance with the current years BCLA Minor directorate Operating Policy

Associations must declare the caliber of their teams at the March declaration meeting. Associations NOT in attendance at this meeting are subject to a \$150.00 fine as this is a crucial meeting in getting our season underway.

All team movement must be completed by current BCLA dates of each playing year.

Team movement will be resolved by the commissioners of such leagues and a committee comprised of two members from the VIMLC elected executive. The commissioners may ask for informational opinions from coaches in the divisions with regards to the team in questions play.

Associations will be notified of any movement prior to a decision and will have an opportunity to justify their viability in their current declared division. All comments, rationale and concerns should be in writing (from the association president) to the committee as a whole. Notification shall be given via email as well as any other forms of communication. Teams wishing to justify their viability will have 48 hours to do so from the time that the email notification was sent.

The Minor Directorate has the authority to make final decisions for provincial play as per policy new 3.04

F-8 Complaints or protests arising from teams during the season shall be in writing to the V.I.M.L.C. Chairperson or Zone Director within forty-eight (48) hours of the incident. These complaints or protests must be submitted via Association Presidents.

F-9 No player may play down a Division. In exceptional circumstances, written application may be made to the V.I.M.L.C. Executive, on an approved form.

F-10 (a) Players are allowed, with the permission of their coach or manager and association, to play up one division or tier for a maximum of four (4) games which includes league play, tournaments and playoff games.

(b) As per BCLA operating policy 4.06 (c) any player who has played up a total of 5 or more league, playoff, sanctioned tournament or combination thereof in any division or caliber higher than the one in which registered, must for the remainder of the year play for the division or caliber higher in which they played their 5<sup>th</sup> game. The home association will determine which team in that division that the player will play on if there is more than one team in the higher division or if the player has played across multiple levels in a tiered division.

(c) For a goalie who has played a total of seven (7) or more league, playoff or sanctioned tournament game or combination of, in any division or caliber higher than the one in which he/she is registered, must for the remainder of that year play for a higher division or caliber in which he/she played his/her seventh (7<sup>th</sup> game). The home association will determine which team in that division that the player will play on if there is more than one team in the higher division or if the player has played across multiple levels in a tiered division.

(d) VIMLC will follow BCLA policies as approved. If there is a conflict between VIMLC bylaws and BCLA policies – the BCLA policies will supersede.



- F-11 A player registered to an "A" team shall be allowed to play on a "B" level team of the division higher. (Example a U13 A player may play on a U15 B team)  
Teams will not be allowed more than two of these call up players. Teams who continue to play A players on a B team will be noted by the commissioners.
- F-12 A player registered to a "B" team will be allowed to play on a C team in the division higher. (Example a U15 B player may play up on a U17 C team) Teams will not be allowed more than two of these call up players. . In extreme circumstances where an association may not have a C or B team to call from the team may ask permission from the TWO league commissioners for an A player from a division below to be called up prior to the game. Both commissioners must discuss and be in agreement.
- F-13 No player may play more than two (2) games in any one day
- F-14 In all V.I.M.L.C. play-offs, the current BCLA operating policy will be applicable to any individual player as well as the whole team.
- F-15 For V.I.M.L.C. play-offs players are allowed, with the permission of their coach or manager, to play up one division, or from Tier C to Tier B to Tier A in the same division, without having to establish eligibility by playing a set number of games prior to the play-offs. However, Rules F-11 and F-12 still apply.
- F-16 Call up sheets submitted with the game sheets to the commissioners must be signed in accordance with BCLA Operating Policy 4.07, by the coach or if unavailable, another team representative. Photocopied or scanned signatures will not be accepted. Minor players who play up to Senior may only do so in accordance with MD rules and must submit a one game permit to both league commissioners. When electronic game sheets are used Callup sheets must be uploaded prior to the game as per MD Regulation 4.04
- F-17 Combined teams - where registration dictates and for the betterment of the league associations may combine to form teams where otherwise they would need to release players. The purpose of combined teams is to create an additional team within the league where one would not be viable for a single club.

Associations must have a minimum of 5 players registered to consider combining with another club. If less than 5 players - they will be released and placed where the Commission determines.

Two Associations wishing to combine rosters to form competitive teams may do so as long as The net result of combing two undersize teams creates a single team. (ie 5 from association 1 and 12 from association 2.

If the net result of combining two undersize teams creates two or more teams. At least one team must be declared A. If >2 teams are created and this results in 2 are in a single division they must be balanced.

All teams in the respective age categories will be combo teams. (for example if Association 1 and association 2 request a combo in U13 - all U13 teams for the respective teams will be combo teams)

Two Associations wishing to combine may do so with a majority vote at the Declaration meeting in March or in the February Planning Meeting.

Associations may bring forward rationale in the February planning meeting as to why a multiple association combination would be beneficial to the league. To be allowed to pursue a multiple combination an approval must occur allowing the clubs to combine - additional teams should be created out of the combinations (so three clubs should create a minimum of 4 teams with the first team being an A1 declared team). This proposal must have a majority support to proceed (>50%)

Combined try-outs cannot occur prior to approvals.

## **SECTION G - PLAYING REGULATIONS**

- G-1 Any coach or manager who withdraws a team from the floor in any regular scheduled or play-off game will be automatically suspended until review of the BCLCTSG ( BC Lacrosse Coaches Technical Support Group).
- G-2 In cases where spectators harass or interfere with players or officials so as to delay the process of, or affect the result of a game, the official shall declare the game "NO CONTEST" and report immediately to his Official-In-Chief, who will report immediately to the Chairperson. The Chairperson will have the power to award winning points to either team based on information presented at a hearing.
- G-3 All penalty time will be straight time and will commence when play resumes after the infraction has been called. Should the official signal "Time Out", or "My Time", the penalty time will stop as well as the game time. Penalty duration in accordance with C.L.A. rules; e.g. two- (2) minute running time penalties except during the last five minutes.
- G-4 The game clock shall not be stopped during the regular scheduled play unless ordered to by the official calling "Time Out" or "My Time" and the last five minutes of the third period.
- G-5 Goaltenders must wear an approved mask, helmet and throat guard and approved equipment.
- G-6 Abuse, either verbal or physical, of officials (or other officials) will not be tolerated. An official's report of any such action by a player or team official or spectator will result in severe disciplinary action. The individual reported on shall be immediately suspended in

accordance with the Minor Directorate Rules. Associations will be responsible for disciplinary action for all spectators and enforcing code of conduct. The VIMLC Elected Executive reserves the right to sanction clubs (including but not limited to imposing fines, suspensions of players, officials or banning of parents or spectators). All disciplinary actions by associations and the commission are subject to appeals and must follow BCLA policies and timelines for any appeals.

- G-7 All playing rules shall be as stated in the C.L.A. rulebook and as modified from time to time by the BCLA Minor Directorate and or V.I.M.L.C. Unless explicitly approved by an approved motion in the current season the VIMLC will follow the rules variants as selected by the Minor Directorate.
- G-8 When a player suffers an injury and the wound has penetrated the skin and caused a cut and blood soils the jersey. Their participation shall be interrupted immediately until the bleeding has stopped and the wound is covered with a dressing. Furthermore, all clothing stained by blood will be removed and replaced with clean clothing prior to the player returning to the game. A clean jersey must replace the soiled one.

## **SECTION H - LEAGUE PLAY**

- H-1 The structure of league play will be determined by the Commission at the VIMLC Planning Session (usually held in February but not limited to), and will include the following per division:
- # of games
  - Start and finish dates of league play
  - Full island versus a north and south league
  - Whether to include a tiering round
  - How many teams will qualify for Island playdowns
  - Will double header games be scheduled
- H-2 If a tiering round is used, and all teams have played the same number of games, all points will be reset to zero {to create an even restart) in any division where there is a team moved in. Therefore no tiering round games can be rescheduled past the last date of tiering.
- H-3 A team that is moved by the League Commissioner (up or down), other than at the end of a tiering round, will receive the average of points earned within that new league (to start them in the middle).
- H-4 The team with the most points at the end of league play will receive the Island League Championship Banner. If there is 2 or more teams tied at the end of league play, the current playoff tie breaker formula will be used to determine the winner.
- H-5 If an unequal number of league games has been played the determination of league standings will be made by dividing points by number of games and rounding to one decimal place.
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## **SECTION I - PLAYOFFS**

- I-1 In order to be eligible for playoffs, teams must complete all games in their schedule unless otherwise authorized by the Commissioner and/or Chairperson in extenuating circumstances.
- I-2 Playoffs format in the U13, U15 and U17 and Junior Girls Divisions will be the responsibility of the Commission Executive and will be determined based on the number of teams that have declared.
- The VIMLC will appoint a Playoff Floor Allocator who will liaise with the Commissioners and Association Floor Allocators.
  - The VIMLC will appoint a Playoff Official Allocator who will assign all playoff officials.
- I-3 Head to Head record to start the guideline
- a. Head to Head record - Team with greater number of victories receives higher seed.
  - b. Head to Head record penalty minute differential - Team with less penalty minutes accumulated thru season gets higher seed.
  - c. Head to Head goal differential between teams tied at end of season - The team with lower goals against gets higher seed.
  - d. Head to Head goal team that scored the first goal in the first head to head match up in a league game gets higher seed.
- I-4 The team that wins the Playoffs will be the Zone 6 Representative to the Provincials. An Island championship banner will be presented for winning the Playoffs.
- If the winning team has already secured a Provincials berth (hosting) then the 2<sup>nd</sup> place team will represent the Zone. If additional wildcard spots are offered then they will be assigned based on the placement at the end of the Playoffs.
- I-5 There will be no VIMLC playoffs or tiering adjustments made in U7,U9,U11

## **SECTION J - PERFORMANCE BOND AND FINES**

- J-1 Each association shall post a performance bond to the Vancouver Island Minor Lacrosse Commission. This bond must be maintained throughout the season.
- J-2 The performance bond is forfeited by an association if any team in the association fails to keep its schedule commitment. Exceptions to this policy are:
- a) participation in tournaments;
  - b) participation in association exchanges; and
  - c) mutually agreed to postponements: games being postponed, where possible will have a

mutually agreed to rescheduled time prior to the postponement being allowed by the commissioner. Postponements that cannot be mutually agreed to will be arbitrated by the commissioner and or commission chair

- J-3 (a) Associations whose teams cancel games with other associations whose floor time and or official costs cannot be reversed will pay the said association for lost costs. Associations who do not pay outstanding fines will cease to be a member in good standing.  
(b) Associations will be responsible for their own billing. When invoicing associations for lost cost please provide a copy of your cancellation agreement
- J-4 Any association missing a regular scheduled commission meeting shall be fined \$50.00. A written report submitted to the secretary 24 hours prior to the meeting will excuse an association once. (Not to include the tiering or planning session) This fine will be increased by \$30.00 for each meeting that is missed in a fiscal year (example if you miss the April meeting without a written report and then the May meeting you will owe 50 for the April meeting and 80 for the May meeting)
- J-5 Any association who is absent from the planning session (usually held in February but not limited to) will be fined \$1000.00.
- J-6 Any association who is not present at the March declaration/ tiering meeting will be fined \$1500.00.
- J-7 Fines shall be invoiced by the VIMLC treasurer directly after said fine. Fines must be paid by the next scheduled commission meeting. Associations who fail to forward payment to the treasurer of the commission by the next scheduled meeting will cease to be a member in good standing.
- J-8 Late payment of fees invoiced by VIMLC will result in an association being declared not in good standing after 30 days. Associations or members not in good standing will have their voting privileges revoked for all general meetings and the VIMLC AGM until said fines are paid.
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## **2024 Approvals Page**

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This document was amended by majority vote and accepted by all associations and VIMLC Executive on November 25, 2024

SIGNED

Tim Frost  
VIMLC Chair