

North West District Minor Hockey Association



Handbook

N.W.D.M.H.A.

Constitution, By-Laws and Regulations

27 April 2019

Revised June 17, 2019



A Message from the President

As we begin to plan and work towards to the 2019-20 hockey season, I wanted to take the time to acknowledge and thank all the volunteers that work tirelessly to make this game great! Your efforts do not go unnoticed and because of you, we can enjoy the game that we all love.

To the players; once again we start the season with excitement and anticipation. When you lace up your skates, remember that you represent your family, community and the North West District, each and every time you are on the ice. Acknowledge the Officials, their love and understanding of the game and the commitment it takes for them to do their jobs as well.

This season we will continue to focus on female hockey and how to grow the game while improving the overall experience as female hockey players.

We will start to input greater support, mentor-ship and focus on the officiating side of the game. Without Officials, we cannot play!

I look forward to another amazing season with the North West District. I am here to support your Minor Hockey Associations and to ensure that your players all have enjoyment in the game.

Sincerely,

Lee Holland

President
North West District

North West District Minor Hockey Association

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IMPORTANT DATES TO REMEMBER 2019-20

August

16-18th	Development 1 and Coach 2 and Skills Camp, Smithers
24-25th	Female team ID camp , Smithers

September

TBD	NWD East Teams and Bantam A-Selects and Bantam Female Evaluations, TBD
1st	Deadline MHA's to enter teams into the NWD Representative League
12th	League Scheduling Webinar Meeting (ice schedulers)
14th	Coach 1 West, Burns Lake
14-15th	Coach 2 West, Burns Lake
20-22nd	Goalie Camp, Terrace
21st	NWD meeting in Smithers
28th	Coach 1 East, Terrace
28-29th	Coach 2 East, Terrace

October

1st	All teams must have electronically completed their roster in HCR and submitted their teams to NORTH WEST DISTRICT MHA via the Executive Director before league participation. Hi Sports need to activate for all teams.
1ST	Deadline for MHA'S to enter teams into the NWD Recreational League
5th	NWD Representative League Play commences
19th	NWD Recreational League Play commences

November

1st	Deadline to declare carding and playing in the NWDMHA Zones, all Team Officials must have all certifications.
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December

1st	Deadline to declare carding and eligibility for BC Hockey Championships.
1st	Final date for Minor Hockey Tier 4, 3, and 2 Teams to declare their intent to compete in a higher category in the BC Hockey Championships.
1st	All Representation teams must have a certified coach and qualified HC safety person and both shall be Respect in Sport to be eligible for BC Hockey Championships.
31st	Final date for teams on HCR to declare their intention to withdraw from BC Hockey Championships without penalty.

January

10th	Final Date for Residential waiver
10th	Final Date to register Affiliate players to Representative and Recreational teams.
16th	NWDMHA Semi Annual Meeting (Webinar)

February

9th	All NWD Tier 1, 2, 3 & 4 league play must be completed
15th	NWD Zones may begin
10th	Final player registration date in all divisions of hockey (HC Reg. Final date to register player with BCH)

March

TBD	BC Hockey Engagement Meeting (Smithers) Pending Confirmation
7th	All NORTH WEST DISTRICT MHA Zone Winners must be declared for BC Hockey Championships
15th	Final Date for submission of resolutions for the BC Hockey AGM
16th	BC Hockey Championships, Peewee, Bantam, Midget, Tiers 1, 2, 3, 4. March 15 th will be the travel day.
20th	BC Hockey Championships, Female. March 19 th the be the travel day
31st	Deadline (Midnight) for submission of resolutions of NWDMHA Constitution, By-Laws and Regulations (NWD Bylaw Thirteen) for the North West AGM.
31st	Deadline (Midnight) to submit application to NWD to host Championships as per BCH rotations
31st	Deadline (Midnight) to apply for a NWD Director position.

April

25th	NORTH WEST DISTRICT MHA Annual General Meeting, Smithers
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May

31st	Deadline for Minor Hockey to apply for membership.
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June

5th	2020 BC Hockey Annual General Meeting in Penticton (5-7 June)
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North West District Directors

NWD Office

925 Highland Road
Smithers, BC V0J 2N0

NWD President

Lee Holland
nwdmhapresident@gmail.com

NWD Executive Director

Lee Holland
nwdexecutivedirector@gmail.com

NWD Vice President

Bob Storey
nwdmhavp@gmail.com

NWD Hi-Sports Administrator

Leslie Olsen
nwdhisports@gmail.com

NWD Treasurer

Darcie Frocklage
nwdmhatreasurer@gmail.com

NWD Statistician

Janet Hamel
nwdstats@gmail.com

NWD District Scheduler

Kristen Pederson
scheduler.nwdmha@gmail.com

NWD Female Coordinator

Crystal Fisher
nwdfemalecoordinator@gmail.com

NWD Recreational Scheduler

Vacant

NWD Past President

Vacant

Membership MHA Presidents

Burns Lake MHA

Steven Bayes
blmhapresident@gmail.com

Fort St. James MHA

Mike Playfair
mikeplayfairfsmh@gmail.com

Fraser Lake MHA

Dave Christie
dchristie@fraserlake.ca

Hazelton MHA

Reynold Starr
ren_starr@hotmail.com

Houston MHA

Glen Kelly
president@houstonmha.com

Kitimat MHA

Tim Leduc
timleduc87@yahoo.ca

Prince Rupert MHA

Bruce Watkinson
president@prmha.com

Smithers MHA

Ted Owen
towens@sd54.bc.ca

Stewart MHA

Vacant

Stikine MHA

Amanda Le Forte
stikinemha@gmail.com

Terrace MHA

Darryl Bjorgaard
dw.bjorgaard@citywest.ca

Vanderhoof MHA

Matt Malo
Matt.Malo@canfar.com

BC Hockey District Coordinators, Leads and Task Group Members

Championship Coordinator	Discipline Task Group Member	Operations Task Group Member
Bonnie Cameron	Vacant	Janet Hamel (pending appointment)
bcameron@bchockey.net	nwdiscipline@bchockey.net	nwmho@bchockey.net
Communications & Relations Coordinator	Officiating Lead	North Female Lead
Dave Buck	Vacant	Theresa Philips
dbuck@bchockey.net	nwoc@bchockey.net	FZNorth@bchockey.net

North West District Minor Hockey Association Member MHA and Team Colors

<u>ASSOCIATION</u>	<u>HOME</u>	<u>AWAY</u>
Fort St. James	White/green	Black/green (Dallas Stars)
Vanderhoof	White/Med blue/red	Med blue/white/red
Fraser Lake	White//red/black	Red//white/black (Classic Chicago)
Burns Lake	Gold/black/white	Black/gold (Boston Bruins)
Houston	White//orange/black	Black//white/orange
Smithers	White/Royal blue	Royal blue/white
Hazelton	White/blue/red	Red/white/blue
Terrace	White//black/red	Black//red/white
Kitimat	White//blue/grey	Blue//white/grey
Prince Rupert	White/teal	Teal/white
Stewart Team 1	Blue/Black/White	Same
Team 2	Red/Black/White	Same
Dease Lake		

A request for uniform color change shall be on Association letterhead, signed by the MHA President and submitted to the NWD MHA Executive Director prior to 1 April. Approval may be given at an NWD Annual General Meeting. Applications shall include date of change, current color and proposed changes for both home and away.

CONSTITUTION and BY-LAWS

SECTION I - CONSTITUTION

ARTICLE 1

NAME OF THE SOCIETY

1. The name of the Society is the **NORTH WEST DISTRICT MINOR HOCKEY ASSOCIATION**, hereinafter referred to as **"THE SOCIETY"**. (Alterable)

ARTICLE 2

PURPOSE OF THE SOCIETY

- 2.0 To foster, improve and encourage amateur hockey, sportsmanship and good citizenship in the North West District Minor Hockey Association in the Province of British Columbia.
- 2.1 To assist with the formation of leagues and to organize league competition within the North West District Minor Hockey Association.
- 2.2 To establish, maintain and assist in the general care, supervision and direction of all minor associations and leagues who are members of this Association; and to assist all others interested in amateur hockey.
- 2.3 To provide guidance and formulate an effective hockey program.
- 2.4 To maintain a uniform set of playing rules, as laid out by Hockey Canada, and amendments covered by the British Columbia Amateur Hockey Association, or covered by the North West District Minor Hockey Association.

SECTION II -BY-LAWS

BY-LAW ONE ~ INTERPRETATION

- 100 In these by-laws, unless the context otherwise requires,
 - a) "Directors" means the directors of the Society for the time being;
 - b) "Society Act" means the Society Act of the Province of British Columbia from time to time in force and all amendments to it;
 - c) "Registered address" of a member means the member's address as recorded in the register of members.
 - d) "HC" means HOCKEY CANADA; "BCH" means BC Hockey; "BCH" means British Columbia Amateur Hockey Association, "NORTH WEST DISTRICT MHA" or NWDMA, means North West District Minor Hockey Association.
- 101 The definitions in the Society Act on the date these By-Laws became effective apply to these By-Laws unless otherwise defined in these By-Laws.

- 102** In these By-Laws, wherever submission of a notice, declaration, or other formal communication is required, such notice, declaration, or communication may be transmitted by facsimile machine or by email.
- 103** Words importing the singular include the plural and vice versa; words importing a male person include a female person and a corporation, except when specifically referring to female hockey, in which case reference made is to a female person.

BY-LAW TWO ~ MEMBERSHIP

- 200** The members of the Society are the applicants for incorporation of the Society, and those persons, teams, leagues or associations which have subsequently become members in accordance with these By-Laws and, in either case, have not ceased to be members.
- 201** The persons currently serving as Directors of the Society. BC Hockey Coordinator, Task Group Members and Leads in a direct role to the Society shall be a member.
- 202** Any minor hockey association within the North West District MHA District in British Columbia provided it is approved for registration as a member in good standing under the HC and BCH, may apply to the Society for membership, and on acceptance by the Society, shall be a member.
- a) Member Minor Hockey Associations are required to submit their current contact list each season to the North West District within thirty (30) days of their-AGM.
- Should an organization have a change in personnel during the season, an email shall be sent advising the North West District in writing to ensure the records are accurate.
- 203** Any hockey team, league, or association other than Minor, within the North West District MHA properly registered and in good standing with the HC and BCH may apply for membership, and on acceptance by the Society, shall be a member without voting privileges.
- 204** Each application for membership shall be made in writing accompanied by an application for membership fee, which fee shall be determined by the directors and approved at the Annual General Meeting. Applications for membership shall be submitted to the Executive Director not less than twenty one days prior to the Annual General Meeting.
- 205** Every member shall uphold the constitution and comply with the Society's Constitution, By-Laws, Rules and Regulations.
- 206** The amount of the first annual membership dues shall be determined by the directors and thereafter the annual membership dues shall be determined at the Annual General Meeting of the Society of the North West District MHA.
- 207** A person, team, league or association shall cease to be a member of the Society:
- a) by giving written notice to the Executive Director, or
- b) on his/her death, or in the case of a team, league or association, upon its dissolution, or
- c) on being expelled, or

d) on having been a member not in good standing for 12 consecutive months.

208 A person, team, league or association may be expelled by a special resolution passed by 75 % of the members present at a General Meeting.

a) The notice of special resolution for expulsion shall be accompanied by a brief statement of the reason or reasons for the proposed expulsion.

b) The person, team, league or association which is the subject of the proposed resolution for expulsion shall be given an opportunity to be heard at the General Meeting before the special resolution is put to a vote.

209 All members are in good standing except:

a) A member who has failed to pay the current annual membership fee by September 30 of the current season, or any other subscription or debt due and owing by the member to the Society; all accounts receivable must be paid within thirty (30) days except annual dues, and

b) A member who has violated the Constitution, By-Laws or Regulations of the Society, and

c) A member who is under suspension.

d) A member is not in good standing so long as one or more of the above conditions is in effect.

BY-LAW THREE ~ DUES

300 Membership dues for voting and non-voting members will be established each year at the Annual General Meeting. Dues for voting members will be based on Registration numbers from the previous year as issued by the BCH.

BY-LAW FOUR ~ MEETINGS

400 General meetings of the Society shall be held at such time and place, in accordance with the Society Act, as required.

a) The type of meetings can be in person, telephone, webinar or another means as required.

401 Every general meeting, other than an Annual General Meeting, is an extraordinary general meeting.

402 The directors may convene an extraordinary general meeting when required.

a) Notice of a general meeting shall specify the type, place, date and time of the meeting, and, in the case of special business, the general nature of that business.

b) The accidental omission to give notice of a meeting to, or the non-receipt of a notice by, any of the members entitled to receive notice does not invalidate proceedings at that meeting.

403 The Annual General Meeting shall be held at an appointed date during the last weekend of April every year. This shall be a face to face, in person meeting.

a) A different date may be considered if the last weekend of April has a conflict.

404 \$500.00 fines apply for each non-attendance for all meetings by an Association.

BY-LAW FIVE ~ PROCEEDINGS AT GENERAL MEETINGS

500 Business at any Annual General Meeting shall include:

- a) Reports from directors
- b) Reports from BCH Coordinators
- c) Financial report and budget for the next season
- d) Appointment of an auditor, if necessary
- e) Amendments to the Constitution, By-Laws and Regulations.
- f) Election of Directors
- g) Such other business as, under these by-laws, ought to be transacted or brought under consideration at an Annual General Meeting.

501 Business at an extraordinary general meeting of the Society shall be considered to be all business transacted at the Annual General Meeting except that which is listed under By-Law 5.

502 No business other than the adjournment or termination of a general meeting shall take place when a quorum is not present.

- a) If at any time during a general meeting there ceases to be a quorum present, business then in progress shall be suspended until there is a quorum present or until the meeting is adjourned or terminated.
- b) A quorum shall be a simple majority of the voting members presently recorded in the register of members, but never less than five members.

503 If insufficient voting members are present to make a quorum within 30 minutes from the time appointed for a general meeting, or if the meeting is adjourned under 502(b), the meeting shall stand adjourned for one week, and shall be held at the same time and place whether a quorum is present or not.

504 The President of the Society shall preside as chairperson of all general meetings. In the President's absence, the Vice President, and Past President, in that order, shall preside.

505 All meetings of the Society shall be conducted in accordance with the provisions of Robert's Rules of Order except that where there is a conflict with the Society's Constitution and By-Laws, the latter shall take precedence.

BY-LAW SIX ~ VOTING

600 A member in good standing with full voting privileges is entitled to one vote.

- a) Voting will be by show of hands unless the members present decide on a ballot.
- b) Proxy votes will not be accepted at any general meeting.

- c) Directors of the society are entitled to one vote with the exception of the NWDMHA President.
- d) BC Hockey Coordinators, Task Group Members and BCH Leads will attend meetings in an advisory capacity and will not have voting privileges. The exception is, if they also hold a position that allows voting privileges then they may vote.
- e) Each Member Association is entitled to one vote.
- f) In the case of an equality of votes, the President shall cast a vote in order to break the tie.

BY-LAW SEVEN ~ DIRECTORS

700 The Directors of the Society shall be;

- a) President
- b) Vice-President
- c) Past President
- d) Executive Director
- e) Treasurer
- f) District Statistician
- g) District Scheduler
- h) Recreational Scheduler
- i) Hi Sports Administrator

701 The afore said Officers of the Society shall be the Directors;

- a) The Directors may exercise all the powers and do all such acts and activities as the Society may exercise and do, and which are not by these By-laws or by statute or otherwise lawfully directed or required to be exercised or done by the Society in general meetings, but subject, nevertheless, to the provisions of the Society Act, the Constitution, By-Laws, and Regulations of the Society.
- b) No rule, made by the Society at a General Meeting invalidates a prior act of the Directors that would have been valid if that rule had not been made.
- c) An officer, director, executive member, employee or official of a team, of a league or association which is a member of this Society may be a Director of this Society.
- d) All NWD Directors shall have a current Criminal Record Check.
- e) All NWD Directors shall understand and complete the NWD Confidentiality form.
- f) All NWD Directors shall declare that they have no undischarged bankruptcies, were declared incapable and have no record of fraud, financial misappropriation, which makes them ineligible to act as Directors.

- g) The directors shall retire from office at each Annual General Meeting where their successors will be elected.
- h) Separate elections shall be held for each office to be filled.
- i) An election may be by acclamation; otherwise it shall be by ballot.
- j) If no successor is elected, the Directors shall appoint a replacement to hold office.
- k) The directors may at any time, and from time to time, appoint a director to fill a vacancy in the directors.
- l) A director so appointed holds office only until the next Annual General Meeting of the Society, and is eligible for re-election at that time.
- m) The members may by Special Resolution remove a director before the expiration of his/her term of office, and may elect a successor to complete the term of office.
- n) Applications shall be submitted to the NWD Executive Director. If there are no applications for a position, nominations then may be accepted from the floor at the AGM.

702 The Executive Committee of the Society shall consist of:

- a) The Directors of the Society (voting privilege)
- b) BCH Coordinators (non-voting)
- c) NWDMHA Presidents (voting privilege)

BY-LAW EIGHT ~ PROCEEDINGS OF EXECUTIVE

800 The executive may meet at times and places as they see fit, for the dispatch of business and may adjourn and otherwise regulate their meetings and proceedings.

801 The executive may from time to time adjust quorum, necessary for the transaction of business, and unless so fixed, the quorum shall be a majority of the directors' present, with a minimum of three.

802 The President shall be chairperson of all meetings of the executive. In the President's absence, the Vice-President, shall preside. If none of these is present within thirty (30) minutes of the scheduled commencement of the meeting, those present shall select one of their numbers to be chairperson at that meeting.

- a) The President may, at any time, take a mail, telephone, or facsimile vote of the Executive Committee on any urgent matter. The vote must be recorded in the next meeting minutes.
- b) The President may call a meeting of the Directors or the Executive Committee at any time providing reasonable notice has been given.

803 The directors may delegate, as they deem appropriate, any but not all of their powers to committees consisting of directors.

- a) A committee so formed in the exercise of the powers so delegated shall conform to any rules that may from time to time be imposed on it by the directors, and shall report every act or thing done in exercise of those

powers to the earliest meeting of the directors to be held next after it has been done.

- b) A chairperson of a committee may be appointed by the President
- c) Where the president elects not to appoint a chairperson, a committee shall elect a chairperson of its meetings. If the chairperson is not present within thirty minutes after the time appointed for the holding of a meeting, the members of the committee present shall choose one of their members to be chairperson of the meeting.
- d) Members of a committee may meet and adjourn as deemed necessary.

804 Questions arising at any meeting of the directors and committee of directors shall be decided by a majority of votes.

- a) In case of an equality of votes, the chairperson does not have a second or casting vote.

805 No resolution proposed at a meeting of directors or committee of directors needs to be seconded and the chairperson of a meeting may move or propose a resolution.

806 A resolution in writing, signed by all the directors and placed with the minutes of the directors is as valid and effective as if regularly passed at a meeting of directors.

807 The Society's standing committees shall be as listed below and chaired by the person named or an alternate named by the President:

- a) The Appeals Committee chaired by the immediate Past President
- b) The Finance Committee chaired by the President
- c) The Nominating Committee chaired by the immediate Past President

**BY-LAW NINE ~ DUTIES AND RESPOSIBILITIES OF DIRECTORS AND
EXECUTIVE COMMITTEE MEMBERS**

900 Duties of the President;

- a) The President shall preside at all meetings of the Society and of the directors.
- b) The President shall be the Societies official delegate to the British Columbia Amateur Hockey Association Annual General Meeting.
- c) The President may select, as he deems necessary, any or all directors to attend the BCH Annual General Meeting as delegates.
- d) The President is the Chairman of the Executive Board of Directors of the Society and shall supervise the other Directors and members of the Executive Committee in the execution of their duties.
- e) The President shall have the power to suspend, fine and/or take other disciplinary action against a player, team official, team, league, association, or official of a team, league or association found to have: displayed unsportsmanlike conduct, behavior which could bring harm to others, bring discredit to the Society or to the game of hockey both on and off the ice of any North West District MHA; failed to comply with the Constitution, By-Laws, Rules and Regulations of North West District Minor Hockey Association, BCH and HC.

- f) The President will have a position on the BC Hockey Minor Committee or will designate a delegate to represent the NWDMHA.

901 Duties of Vice-President

- a) The Vice-President shall perform the duties of the President during their absence.
- b) The Vice-President shall, following the Annual General Meeting be responsible for the administration of minor hockey within the NWDMHA.
- c) Carry out duties as assigned by the President or designate.

902 Duties and Responsibilities of the Executive Director;

- a) Shall be responsible to the President.
- b) Shall be appointed by the NWD Executive.
- c) Shall act as Chief Registrar in accordance with the rules, regulations and policies of the Society
- d) Shall review all District HCR transfers and give approval where warranted on behalf of the NWD.
- e) Shall manage all District Teams rosters
- f) Shall review for support, all MHA's with any District or BC Hockey related application prior to be submitted to the District and/or BC Hockey for approval.
- h) Shall act as liaison with BC Hockey to assist verification of registered players, team officials and game officials where required, by communicating with all MHA's for proper certification.
- i) Shall review all rosters prior and during the season of league play of all teams and note any issues.
- j) Be familiar with BC Hockey and HC registration program and assist MHA registrars in registering their players, team officials and game officials where required.
- k) Shall provide education and support to the NW District and Associations.
- l) Shall submit appropriate documentation to the Registrar of Companies immediately following the Society's Annual General Meeting.
- m) Shall be responsible to communicate the Society's regulations and policies.
- n) Shall be responsible for the procurement of meeting facilities for NWDMHA Directors/BC Hockey meetings as required.
- o) Shall perform all secretarial duties within the scope of the Executive Director responsibilities including the recording and distribution of all meetings of the Society and its Executive Committee.
- p) Shall be responsible for updating and distributing the NWDMHA Handbook and Policy manual.

- q) Shall assume the administration and correspondence duties of the Matches/Grosses notification under the Direction of BC Hockey.
- r) Shall relieve the Society's Officers of all general administrative details and will assist in other general duties as the need arises.
- s) Shall be responsible for player personnel within the NWD.
- t) Review player transfers and coordinate approval with the NWD Executive Director.
- u) Review applications for approval of overage players within the NWD as per regulation eight (8).
- v) Review applications of exceptional player status, and forward to the NWD President for approval.
- w) Collaborate with the BC Hockey Task Group Member on matters of player personnel, rosters, game sanctioning and game approval as required.
- x) Shall be responsible for the over-all schedules within the District, including leagues, tournaments and Zones.
- y) Will be responsible to distribute to all MHA's of leagues and tournament schedules and updates on social media accounts.
- z) Shall have custody of all records and documents of the Society.
- aa) Shall receive an honorarium as per annual financial budget.
- bb) Shall be eligible to vote at all meetings of the Society.
- cc) NOT hold an executive position in any member MHA.

903 Duties of the Treasurer;

- a) Keep such financial records, including books of accounts, as are necessary to comply with the Society Act
- b) Render financial statements to the directors, members and others when required.
- c) Pay all accounts by cheque or electronic transfer, which have been signed by two delegated directors, and approved by another person or executive.
- d) Carry out the noted duties either by manual or electronic mean, wherever possible.
- e) Carry out duties as assigned by the President or designate.
- f) Shall render a financial report at each meeting of the Society.
- g) Shall assist the President to prepare a budget for approval at each Annual General Meeting.

904 Duties of District Statistician;

- a) An elected position of the NWD MHA Executive and has the right to vote.

- b) Shall receive ALL game sheets for ALL games for ALL teams in the NWDMHA, meaning that any Minor Hockey Games played are to have those Game Sheets submitted. This includes;
 - i. District Representative and District Recreation,
 - ii. MHA Representative and MHA Recreation
- c) Will coordinate with the BC Hockey Discipline Task Group Member, Executive Director and NWD President of game approvals and suspensions.
- d) Shall review for approval, all District related Travel requests In/Out of District
- e) Will be responsible to administer game change requests, and inform all members involved including the host MHA if different than the two teams.
- f) Administrate and management Hi-Sports system.

905 Duties of District Scheduler;

- a) Will be responsible for creating and maintaining the League Schedule for Pee Wee, Bantam and Midget.
- b) Will coordinate with the MHA's ice scheduler for available ice time and black out weekends.
- c) Will coordinate with the ED for all schedules related matters.

906 Duties of Recreational Scheduler;

- a) Will be responsible for creating and maintaining the Recreational schedule; for all recreational teams in Pee Wee, Bantam and Midget, along with all Atom divisions which may be divided by East and West.
- b) Will coordinate with the MHA's ice scheduler for available ice time and black out weekends.
- c) Will coordinate with the ED for all schedules related matters.

907 Duties of Hi Sports Administrator;

- a) Upload League, Tournament and Exhibition Games.
- b) Make schedule changes as approved by the District Statistician
- c) Update and add over age player approvals.

908 The following positions will act in an advisory capacity to the Society and attend meetings at the President's request;

- a) Female Development Coordinator
- b) Coach Program Delivery Facilitator
- c) Male Program of Excellence
- d) Female Program of Excellence

- e) Initiation Program Lead
- f) Officiating Lead

BY-LAW TEN ~ CUSTODY AND USE OF SOCIETY SEAL

1000 An auditor shall be informed forthwith in writing of appointment or removal.

BY-LAW ELEVEN ~ AUDITOR

- 1100** At each Annual General Meeting the Society may appoint an auditor to hold office until he/she is re-elected or his/her successor is elected at the next Annual General Meeting.
- 1101** An auditor may be removed by ordinary resolution.
- 1102** An auditor shall be informed forthwith in writing of appointment or removal.
- 1103** No director and no employee of the Society shall be an auditor.
- 1104** The auditor may attend general meetings.

BY-LAW TWELVE ~ NOTICES TO MEMBERS

- 1200** A notice may be given to a member, either personally or by mail to him at his registered address, or by facsimile machine or email.
- a) A notice sent by mail shall be deemed to have been given on the second day following that on which the notice is posted and in proving that the notice has been given it is sufficient to prove that the notice was properly addressed and put in a Canadian post office receptacle.
 - b) Notice of a general meeting shall be given to every member shown on the register of members on the day the notice is given.

BY-LAW THIRTEEN ~ AMENDMENTS TO CONSTITUTION AND BY-LAWS

- 1300** The Constitution, By-Laws or Regulations shall not be altered or changed except by Special Resolution at a general meeting of the Society in writing by 1 April to the Executive Director.
- 1301** Resolutions to amend or alter the Societies Constitution, By-Laws or Regulations may be submitted by members of the society's board, or members of the society as per By-Law Two (2).
- 1302** The Societies Executive Director shall communicate such proposed amendments or alterations to the Constitution, By-Laws or Regulations to the membership twenty-one days prior to the Annual General Meeting of the Society.
- 1303** Amendments to the Societies Constitution and By-Laws require a majority of not less than 75% of the members voting.

- 1304** Amendments to the Societies Regulations require a majority of the members voting.
- 1305** Any amendments or changes to the Constitution, By-Laws or Regulations of this Society shall take effect immediately.
- 1306** The Executive Director shall be able to correct non substantive errors in spelling, grammar or numbering without amendment, subject to approval of the board of directors.

BY-LAW FOURTEEN ~ APPEALS

Structure;

- 1400** The Appeal Committee shall consist of a Chairperson, who shall be an Officer of the Society appointed by the President following the Annual General Meeting of the Society.
- 1401** A minimum of two (2) other appeal panel members as appointed by the President of the Society. In the case of a conflict of interest, the President of the Society has a right to alter the committee.

Procedure;

- 1402** The duties of the Appeal Committee shall hear appeals of decisions made by the President or Executive Director of the Society, or decisions made by a member of the Society.
- 1403** The Appeal Committee may uphold or modify any decision made by a member of the society.
- 1404** Any MHA, league, team, player, off-ice official or member of any MHA may appeal any decision of the Society's President Executive Director or a decision by a member of the Society.
- 1405** Any team or member entered in competition shall have the right to appeal to the Appeal Committee of the Society, any decision of the local Association or League that is contrary to the Constitution, By-Laws, Regulations or Policies of the Society.
- 1406** Any individual wishing to appeal a decision made by a MHA, League or team must;
- a) First appeal to the MHA and exhaust all levels of appeal as specified in the By-Laws or Regulations of the MHA
 - b) If dissatisfied with the final appeal the suspension and or decision of the MHA in question, may then appeal the suspension and or decision to the society
 - c) Upon receipt of an appeal, the Executive Director or President of the Society shall immediately notify the MHA, league or team in question of the appeal in writing.
- 1407** Any appeal to the Appeals Committee by the aggrieved party must be in writing outlining all particulars pertaining to the case, must be accompanied by either a cash payment, certified cheque or money order for \$250 payable to the Society, and be delivered to the Society's Executive Director within seven (7) days from the date of the notice advising of the suspension or ruling.

- 1408** The appeal shall be dealt with by the Appeals Committee within seven (7) days. If the appeal is dismissed or modified the \$250 is retained by the Society. If the appeal is upheld, the \$250 is returned.
- 1409** It shall be the duty of the aggrieved party to notify any other members of the Society who may be involved in the appeal.
- 1410** When an appeal is filed, there shall be no stay of suspension imposed which is the subject of the appeal.
- 1411** An appellant has the right to access of all pertinent information on which the ruling was made.
- 1412** Appeals to the NWD Directors;
- a) Any member who has received a ruling from the Appeals Committee has the right to appeal that ruling to the Executive Directors.
 - b) Any appeal under 1412(a) must be delivered to the Executive Director within fourteen (14) days of the notice of the decision of the Appeals Committee and must be accompanied by a cash payment, certified cheque or money order to the Society of \$500.
- 1413** The Appeal Committee (NWD Directors) will review a decision or hear an appeal under one or more of the following conditions;
- a) New evidence not used in the original hearing can be presented which may have an effect on the decision.
 - b) On grounds that irregularities in the proceedings of the original hearing may have caused an unjust decision.
 - c) On grounds that the decision of the original hearing was too severe.
 - d) On grounds that there is proof to establish that the decision of the original hearing was reached in an unjust manner.
- 1414** The appeal will be heard at the next meeting of the Directors, if the appellant wishes to appear before this board.
- 1415** In the event that a Director is in a conflict of interest situation, that Director shall not attend the meeting.
- 1416** If the appeal is dismissed or the decision modified, the \$500 shall go to the Society; if the appeal is upheld, the \$500 shall be returned.

BY-LAW FIFTEEN ~ LIFE MEMBERSHIPS, AWARDS

- 1500** The Society may, at its discretion, bestow Life Membership on any individual member of the society for distinctive service to the Society;
- a) Nominations for life members shall be made by a director, member association or league, and shall be approved at the Annual General Meeting.
 - b) Life members must have a minimum of ten years distinctive service to the Society, Omineca League or Skeena Valley League or Northwest District.
 - c) Life members shall have full voting privileges at all general meetings.

- d) All life members shall receive a plaque commemorating their Life Membership.
- e) The total of life members shall be limited to five

1501 Awards;

- a) Association of the Year Award
- b) Official of the Year Award

BY-LAW SIXTEEN ~ FEES AND EXPENSES

1600 The expenses of the Society’s Executive members on District business as approved by the President shall be borne by the Society on the following basis;

- a) If traveling by car, mileage will be \$.50 per kilometer.
- b) If traveling by air is necessary, the most economical air fare plus transportation to and from the airport will be paid.
- c) When staying in hotels, payment will be paid for the actual room costs
- d) Reimbursement for meals will be on the basis of breakfast - \$10.00, lunch - \$15.00, and dinner - \$25.00. Exceptions may be made at the President’s discretion.

1601 All reasonable expenses incurred by the Society’s delegates in connection with attendance at the BCH Annual Congress shall be paid by the Society.

BY-LAW SEVENTEEN ~ GENERAL

1700 The definition of “amateur” shall be that as adopted by Hockey Canada.

1701 The Executive Committee shall annually determine the compensation and payment of expenses for on ice officials for the Zones

SECTION III

REGULATIONS

Any errors or omissions in this book referring to HC, BCH or NORTH WEST DISTRICT MHA By-Laws, Rules or Regulations shall be superseded by the By-Laws, Rules and Regulations of those bodies.

REGULATION ONE ~ TEAM REGISTRATION

1.0 Open to players of the following ages or younger on December 31 of the current playing season:

- a) JUVENILE; 18 -20 years
- b) MIDGET; 15 -17 years
- c) BANTAM; 13 -14 years

- d) PEEWEE; 11 -12 years
- e) ATOM; 9 -10 years

1.1 BCH TIER 1, 2, 3, & 4 and Female HC player Certificates and Recreation:

- a) All players and team officials shall be registered and assigned to HC Carded teams or Recreation teams prior to the commencement of NORTH WEST DISTRICT MHA League or Recreation League play, Exhibition and sanctioned Tournaments. Team Officials shall log in and activate Hi Sports.
- b) All HC registered teams shall have properly certified Coaches and qualified Safety Persons prior to NORTH WEST DISTRICT MHA League participation.
- c) Player Affiliation is as per HC Regulation E as interpreted by the BCH.
- d) All teams must submit jersey numbers with their official HCR roster and within Hi Sports.

1.2 NWD Carded teams will play in a play-off at the end of League play, for the opportunity to represent the District at the BC Hockey Championships

- a) On or before November 1, all carded teams must declare what Tier (tier 3 or 4) they are playing for in that seasons play-offs.
- b) Even if an association is evaluating their team to possibly move to Tier 2 or Tier 1, that team needs to at least declare Tier 4 or Tier 3 by November 1.
- c) Teams can have the option to declare up to Tier 2 or Tier 1. A team must make that declaration prior to December 1 of the current season.

If there are two or more teams in any Tier, then a Zone will be held. The NWD Hockey play-off format will be followed.

REGULATION TWO ~ GOVERNING RULES

2.0 All HC and BCH rules and regulations shall apply wherever applicable unless specifically varied by NORTH WEST DISTRICT MHA.

2.1 Any team playing ineligible players shall forfeit that game and information will be forwarded to the President for possible disciplinary action.

2.2 The home team shall be responsible for arranging for qualified game officials, minor officials, and a supply of game pucks.

2.3 All teams including house teams will follow the NWDMHA regulations when playing a different association's team.

2.4 Only approved team uniforms as registered with NORTH WEST DISTRICT MHA shall be used in any league or play-off game. In the event of team uniforms being so similar that in the opinion of the referee this will cause confusion, it shall be the responsibility of the home team to change uniforms to a contrasting color. If a team has two sets of sweaters, one shall be "light" and shall be the home color.

2.5 Representative players must keep the same sweater number for the entire season to keep stats. Changes should be noted Hi-Sports and rationale provide to the District Statistician Failure to adhere will result in forfeiture of game and a \$15.00 fine. This does not apply to “AP” players.

2.6 BC Hockey prohibits the use of tobacco, vaping, cannabis, alcohol, drugs and banned / restricted substances during BC Hockey sanctioned events and by Team Officials.

Incidents are to be dealt with on an individual basis. Member associations, leagues and teams are required to establish policies and procedures to deal with the consequences of non-compliance by their members.

2.7 Game sheets;

- a) The home team for league games shall be responsible for submitting the white copy of an approved game sheet with the league game number on, for games not using the Electronic Game Sheets.
- b) The host team for tournaments, jamborees or festivals within the NWD shall be responsible for submitting the white copy of all game sheets with the sanction numbers on, for games not using the Electronic Game Sheets.
- c) The home team for exhibition games played within the NWD shall be responsible for submitting the white copy of an approved game sheet with the approval number on, for games not using the Electronic Game Sheets.
- d) Any NWD team playing any game outside of the NWD shall be responsible for submitting their copy of all game sheets for the tournament or exhibition game attended with the approval or sanction numbers on.
- e) All team members on the players’ bench must be listed on the game sheet. Players not in full uniform are not permitted on the players’ bench.
 - i. If someone is absent, then the name must be crossed off on all copies, if stickers are used.
 - ii. If someone is suspended, add “susp” beside their name on all copies of paper game sheet or Hi Sports add them to the lineup and add to Game notes.
 - iii. If someone is to be added, as AP add the name on all copies, if paper copies or Hi Sports.
- f) All game sheets shall be postmarked or sent no later than the Tuesday at midnight following the game, if mailed and emailed.

2.8 If a game sheet is not submitted or late, the Home Association will automatically without exception incurs a fifteen (\$15.00) dollar fine to the district, and per week it is late. If copies are unreadable or pictures and are not the white copy for games played within the NWD, has not been entered as an Electronic Game Sheet the game sheet will be considered not submitted. For games played not using the Electronic Game Sheets.

REGULATION THREE ~ PROGRAMS

3.0 The NWD will follow and support the Hockey Canada (HC) Long Term Athletic Model.

Initiation Program

3.1 The NWD will utilize the IP1, IP2 (Minor), IP3 and IP4 (Major) program. The NWD will support and follow the BC Hockey and Hockey Canada Initiation Program Model.

- 32** This will include following the cross-ice or half-ice format in the Initiation and Novice Program. The I.P. and Novice is intended for all players below Atom. Typically, the program would be as follows.
- a) IP1: 5-year-old players (new players)
 - b) IP2: 6-year-old players
 - c) Novice/IP3: 7-year-old players
 - d) Novice/IP4: 8-year-old players (more experienced)
- 33** Players do not have to remain at one level throughout the season. Players may move from one level to the next as their skill level increases.
- 34** The Initiation Program players are to play in their designated division. All player movement from the Initiation Program or Novice to Atom must have the District and BC Hockey approval. Players must remain in the I.P. and Novice until they are of atom age or player movement has been approved.
- a) Application for movement from I.P. & Novice to Atom must be completed by using the Overage/Exceptional Player form. Detailed letters of evaluations must accompany the application.
 - b) Applications are to be submitted to the Executive Director and then forwarded to the NWD President for District Approval. Once approved and supported by the NWD for “Exceptional Player Status” will forward the application to BC Hockey for approval.

Female Program

The NWD will work collaboratively with BC Hockey and follow the programming as noted under the Female Report.

- 35** The NWD will promote female jamborees and league play.
- 36** The Executive Director will work with the Female Coordinator and Female North Lead to organize jamborees and female camps.
- 37** The NWD will promote to have at least one team per division vying to go to Championships.
- 38** The NWD will support a district team at the Atom Peewee, Bantam and Midget divisions.
- a) To support the female program, the NWD will allow up to three blackout weekends for the “female” tournament teams to enter tournaments. Teams must submit intended tournament dates by 1 September for approval or prior to League play commencing.
 - b) Teams are not required to submit names of players by 1-September, only tournaments and dates.
 - c) Mixed teams will not be scheduled to play during blackout dates.

Atom Development (Competitive)

The NWD will be reviewing the Atom Pathways and working with BC Hockey to adjust the Atom Development Program for the 2020-2021 seasons, changes will occur within the 2019-20 as a pilot for NWD.

- 3.9** The NWD may have Atom Development teams. All Atom Development teams must be approved by the NWD prior to the season starting.
- 3.10** Atom Development team may come from one or more MHA.
- 3.11** The Atom Development schedule will not interfere with practices, regular season scheduled games or tournaments. The players home MHA must approve their player for any activity with the Atom Development team.
- 3.12** The Atom Development team will submit their schedule to the NWD by 1 October of the season. This would include tournaments only. All development teams will adhere to the three (3) tournaments per season policy. Exceptional circumstances may allow the team to play an extra tournament in the spring, with approval of the NWD and BC Hockey.
- 3.13** Atom Development teams may apply to play in the NWD Recreational league in a higher division. If there are enough teams, the NWD may schedule games on an exhibition basis amongst the Atom Development teams.

REGULATION FOUR ~ LEAGUE PLAY

4.0 Game times and schedules

Associations are to allocate ice times for scheduled games which are reasonable in relation to the ages of the players involved and to the distances visiting teams must travel.

Approved hours for starting league, exhibition, tournament and playoff games are as follows:

	Earliest	Latest
Sunday.....	6:30 AM	9:30 PM
Monday through Friday	6:00 PM	9:30 PM
Saturday	6:30 AM	9:30 PM

For Initiation and Novice, Sunday through Thursday, the latest start time is 7:30 PM.

For Atom and Pee Wee, Sunday through Thursday, the latest start time is 8:00 PM and 8:30 PM respectively.

For Midget Associations shall make their best efforts to start not later than 9:30 PM for Midget.

Upon the request of the participating teams, the Executive Director may permit reasonable exceptions to the earliest and latest starting times for rescheduled league games and for exhibition games only.

NWD Representative League

- 4.1 The NWD will have one league for Pee wee, Bantam and Midget. This will include Tier 3 and Tier 4 MHA’s.
 - a) The league play will be known as the “NWD League” or “District League”.
 - b) The deadline for teams to enter league play is September 1.
 - c) Teams that wish to enter league play after September 1 will be placed on a wait list, and may not be eligible to enter into district league play.
- 4.2 The League will allow body checking in the divisions of Bantam and Midget, but not Pee wee as per Hockey Canada Policies.
- 4.3 Teams can be carded or non-carded (with approval), and will follow the Hockey Canada, BC Hockey and NWD policies.
- 4.4 All teams must submit their ice availability including the time period to the NWD by September first (1) of the current season.
- 4.5 The ice schedulers will meet by using the webinar meeting system to finalize the league and tournament schedules. This meeting is to be held prior to the September meeting.
- 4.6 The League Schedule shall be completed and ready for the September District Meeting.
- 4.7 League play will end the season on the first or second weekend in February.
- 4.8 Any changes to the NWD Schedules after the September district meeting must utilize the NWD Reschedule Form. The form must be approved by both MHA before it is submitted to the NWD.
- 4.9 Games shall be as follows for Pee Wee and above;
 - Pee Wee 2 ¼ hours
 - Bantam and Midget 2½ hours

All league, exhibition and Zone playoff games shall be in accordance with the following schedule as it fits available ice time. This must be noted in the game notes. Notwithstanding any additional ice time, the maximum game time shall be three 20-minute stop time periods.

Duration	Warm-up	First	Break	Second	Break	Third
2¼ hours	5	20	Ice Clean	20	Ice Clean	20
2½ hours or more	5	20	Ice Clean	20	Ice Clean	20

Where indicated, the 2-minute break between the 2nd and 3rd periods shall be at the discretion of the referee subject to available ice time to complete the game.

Prior to the third period, if the referee feels there is not sufficient time to play the period as listed, he/she will notify both teams that it is necessary to shorten the period by a specific number of stop-time minutes. This must be noted in the game notes. The revised playing time shall be shown on the clock at the commencement of the third period.

In non-body checking games only, if more than 10 minutes remain in the ice- time on the arena clock, the standard for determining the length of the third period shall be half the time remaining on the arena clock plus two minutes. If less than 10 minutes remain in the ice time on the arena clock, the standard shall be half the time remaining on the arena clock.

Where an ice clean is indicated, if, at the end of the preceding period, the referee feels there is not sufficient time to complete the third period in its entirety, then the ice clean will be cancelled and a 2-minute break substituted.

The referee must attempt to complete the game in its entirety, unless advised by the arena attendant that the ice time has expired.

Minimum breaks between games should be at least 1 game length gap for the division playing.

NWD Recreational League

- 4.10** The Eastern Conference and Western Conference within the NWD will each have a league. These leagues will be known as the NWD “Western Conference Recreational League” (WCRL) and the NWD “Eastern Conference Recreational League” (ECRL).
- 4.11** The North West District ECRL and WCRL will penalize body checking, meaning that body checking is not allowed, unless exceptions are requested and approved.
- 4.12** All MHA teams within Peewee, Bantam and Midget are allowed to participate.
- 4.13** Both Leagues can have a mixed, male and female league and a female “only” league.
- 4.14** Teams may have more than twelve or less than twelve players to participate, if less than teams may use 7.14 Exhibition Teams BCH Policy.
- 4.15** The schedule will consist of regular scheduled games and/or regular scheduled jamborees.
- 4.16** The deadline to enter into Recreational League play is 1 October of the current season.
- 4.17** The schedule will commence the last weekend in October. Associations are encouraged to have ice allocated for this league.
- 4.18** Recreational League and Atom or below

All teams must provide the minimum league, exhibition and playoff game time for their division and category as follows:

IP or Novice 1 hour

Atom (all) 1 hour

Pee Wee (recreational), Bantam (recreational) 1¼ hour

Midget (recreational) 1½ hours

All Recreational games shall be play at stop time as noted below;

All league, exhibition and playoff games shall be in accordance with the following schedule as it fits available ice time. This must be noted in the game notes. Notwithstanding any additional ice time, the maximum game time shall be three 20-minute stop-time periods.

Duration	Warm-up	First	Break	Second	Break	Third
1 hour	5	20	none	10	none	10
1¼ hours	5	20	none	15	none	10
1½ hours	5	20	none	15	2	15

Minimum breaks between games should be at least 1 game length gap for the division playing.

- 4.19 Recreational League Playoffs may be offered each season depending on interest of Recreational team entered into the League. The format will be East vs West in Pee Wee and above divisions. The format will model Regulation Five Zones, as it relates to Recreational League.

REGULATION FIVE~ ZONES

- 5.0 All teams are reminded that their commitment to league play is essential to enter Zones.
- 5.1 Only teams participating in NWDMA league competition will be eligible for NWDMA Zones banners with the exception of teams playing on an exhibition basis. Teams must have approval of the executive at or no later than the September meeting to be eligible to enter into Zones if they don't enter into league play.
- 5.2 All Zone games must be completed 10 days prior to BC Hockey Championships.
- 5.3 Only HC carded teams will be eligible to participate in NWDMA Zones that will determine the qualifying team(s) representing the District in the BCH Provincial Championships.
- 5.4 Zones will commence the second weekend of February or/and can be played the following two weekends.
- 5.5 The divisions entitled to enter into Zones are Peewee, Bantam, Midget and Female.
- 5.6 It will be the responsibility of the team officials (coaches and/or managers) to ensure all HCR carded players are eligible during league and Zone games.
- 5.7 All zone games shall be three (3) regular twenty (20) minute stop time periods. There shall be no overtime in round robin games. Over time is permissible in elimination games such as semi-final and final games. In case of a tie at the end of regulation time, the HC overtime rule shall be applied.
- 5.8 There must be a minimum of at least two hours and fifteen minutes allocated for each game in the divisions of Peewee and below. There must be two hours and thirty minutes allocated for each Bantam and Midget game. Both allocated times include floods.
- 5.9 Each division zone winner will be presented with a NWD banner.
- 5.10 Officials assigned for Zone games are to be recommended and scheduled by the District Officiating Lead in cooperation with the MHA RIC's or assignors, and submitted to the President for approval.

- 5.11 The officiating schedule must be submitted to the district President by the Officiating Lead for approval, 14 days in advance of the Zones.
- 5.12 The host MHA for Zones will be responsible for reimbursing official's and the supervisors' expenses. The host MHA will submit an invoice for the travel, meal per diem, and on-ice fee expenses of an equal portion of the Zones to the NWD for approval, prior to being submitted to all MHA involved in that Zone. MHA failing to submit payment within 30 days of receipt of the invoice may be subjected to 5% penalty per month and/or disciplinary action. Accommodations will be booked and paid for directly by the host MHA.
- 5.13 The NWD Zone format will be a round robin tournament unless there are only two teams competing in that tiered division. Each conference will host a round robin zone tournament if there are six or more teams in one tier. If there are five or less teams, the NWD will host one tournament.
- 5.14 North West Zone Host Rotation

2019-20	Tier 3	Tier 4
Midget	No teams	Terrace
Bantam	Vanderhoof	Bye
Pee Wee	Burns Lake (NWD East)	Smithers
2020-21		
Midget	Fraser Lake	Smithers
Bantam	Prince Rupert	Terrace
Pee Wee	Houston	Terrace

NOTE: Deadline to withdraw from Hosting Zones, November 15 of current season.

- 5.15 All Zones will have a championship game. The North West District will be responsible of organizing the schedule in cooperation with the host ice scheduler.
 - A (closest team)
 - B (host)
 - C (farthest team)
 - D (remaining team)
 - E (remaining team)

(2) Two team format will be best 2 of 3:

Host team is home team for game 1 and 3. If teams are in close proximity and hotel would not be required, game 1 and 2 is on Saturday. If travel is significant and hotel is required game 1 is Saturday afternoon, and game 2 is Sunday morning then game 3 would be Sunday afternoon.

(3) Three team format will list the teams as follows (A vs C):

Saturday (round robin)

Sunday

A vs B

1st vs 2nd Championship Game

Gap (at least one game length)

C vs A

Gap (at least one game length)

B vs C

(4) Four team format will list the teams as follows (A vs D):

Friday (round robin)

Saturday (round robin)

Sunday

A vs B

B vs C

1 vs 2 winner (Championship)

C vs D

D vs A

Gap (at least one game length)

C vs A

D vs B

(5) Five teams format will list the teams as follows (A vs E):

Friday (round robin)

Saturday (round robin)

Sunday

B vs A

A vs D

1 vs 2 winner (Championship)

D vs E

E vs B

A vs C

C vs A

D vs E

B vs D

C vs B

E vs C

REGULATION SIX ~ EXHIBITION GAMES, JAMBOREES AND TOURNAMENTS

- 60** All exhibition games, tournaments, jamborees and festivals held in the NORTH WEST DISTRICT MHA District shall comply with all applicable HC, BCH and NWD MHA Constitutions, By-Laws and Regulations.
- a) MHA's may submit their tournament host dates at the NWD AGM, to be approved and viewed on the BC Hockey website during the summer months.
The deadline to submit tournament schedules to host is September 1 each season. MHA's may be placed on a waiting list for approval or changes after the deadline.
 - b) Failure to comply with the schedule may result in a \$500 fine to the offending Association.
 - c) Teams may have three blackout dates per season to attend tournaments outside of the district or within the District. MHA's must submit blackout dates for their teams by September 1 of the current season.
- 61** All exhibition games between a NW District MHA team versus a different NW District MHA team within the NWD must have District approval.
- a) The NWD MHA Home team must apply for approval to host a team from a different NWD MHA by using the NWD Exhibition Game Form. The visiting team will be accountable to ensure the game is approved before travelling or playing by requesting an approved copy from the home team.
 - b) The home team request for approval must be signed and submitted by their MHA President to the District Statistician.
- 62** All teams playing jamborees, exhibition games and/or tournaments versus teams from outside of the NWD boundaries must have approval or a permit sanction, whether played at home or away.
- Teams must apply for an approval number to play outside of the NWD boundaries or to host a team from outside of the district boundaries by completing a BC Hockey Inter-district travel/Exhibition game form or Out of Province & USA Hockey Tournament travel/ Exhibition Game Form.
- a) Teams request for approval must be signed and submitted by their MHA President to the District Statistician, then to the BC Hockey Operations Coordinator, if outside the Province.
- 63** District MHA teams may attend tournaments within the NWD without receiving approval or sanctioning;
- a) But must ensure the host has the tournament sanctioned through BC Hockey.
 - b) Only if that MHA team is properly rostered (tournament teams or development teams may require roster approval).

REGULATION SEVEN ~ OVERAGE PLAYERS

- 7.0** An MHA may apply to have a player moved from his/her normal division to the next lower division, on non-carded (Recreational) teams only for the following reasons;
- a) Health reasons
 - b) Lack of hockey and skating experience
 - c) Other extenuating circumstances
 - d) A member association may apply to have an 18-year-old player registered in the Midget division.
 - e) No team at proper category
- 7.1** The MHA shall complete the OA form and submit it to the Executive Director for consideration by the Directors prior to 1 December of the current season, with exception of mass movement of players.
- a) The approval of an overage player shall require the approval from the Executive Director.
 - b) The OA request shall be ruled on within 10 days of receiving the request, and written notification of the decision forwarded to the MHA President.
 - c) Each OA request must be completed on the NWD OA Request Form
 - d) The decision is appealable to the Executive Committee.
 - e) The Directors shall assess each application for an overage player, considering the circumstances of the players, and the impact he may have on other players, if approved as an overage player.
 - f) An approved overage player may be subject to further review by the Directors at any time during the season.
 - g) A list of approved overage players shall be circulated to all the members, and entered into Hi Sports.
 - h) OA players can only be one year out of category.
 - i) Not more than 25% of a team roster or players in uniform shall be overage players
- 7.2** The team officials of their team shall be responsible for the representations made with respect to the eligibility of the players on the team.
- a) Teams shall pay a fee of \$25.00 per unauthorized/Illegal player for each game played, and shall be subject to further discipline.
 - b) All approved overage players must be marked "OA" on all game sheets, or a \$25.00 fine is levied for each infraction, and may be subject to further discipline.
- 7.3** An MHA which does not register sufficient players in a division to form a team may apply for the mass movement of the registered players in that division, to the next higher or lower or both in order to form one or more teams in those divisions.

- 7.4** The Directors may approve the movement of players identified in application;
- a) If the approval of the application results in a team roster comprised of more than 25% overage players, the 25% limit may be waived by the Directors for this instance.
 - b) An application for mass movement of players must be submitted prior to October 31st of each season.
- 7.5** If an approved OA player receives a major penalty, match penalty or gross misconduct, that players OA approval may be rescinded and the player will have to move to his/her proper age division. This decision is not subject to appeal.

REGULATION EIGHT ~ DEFAULT OF GAME

- 8.0** If a team fails to present itself at the time and date appointed to start any scheduled game, unless such failure is caused by an unavoidable accident or unforeseen circumstance, the offending team shall be liable for a fine of \$500.00 and possible costs incurred for ice and officials. It shall also forfeit all points if the game is not rescheduled.
- 8.1** If a team defaults a game, the statistician shall be notified and the default will be entered on the electronic game sheet.
- a) The onus of proof for the legitimate reason for the failure to appear lies with the offending team.
 - b) Payment of the fine for default must be received by the NWDMHA within seven (7) days of written notice of the fine.
 - c) Failure to comply with this provision will result in automatic suspension of the team until the fine is paid.
 - d) In the event that a team defaults a second time, it will be liable for suspension.
- 8.2** The game could be made up at a later date, the teams will arrange for the time and place for the rescheduled game. This game must be played no later than one week prior to the finish of league play; and the Associations Presidents must approve. Ice costs will be noted on the game change form.
- 8.3** The above regulations apply to all levels of hockey within NORTH WEST DISTRICT MHA.

REGULATION NINE ~ PENALTIES

- 9.0** All penalties shall be governed by the Official Rules as established by the HC or as specifically varied by BCH or the NORTH WEST DISTRICT MHA. . NWDMHA has adopted the BC Hockey/Hockey Canada "Suspension Guidelines" system Additional; discipline maybe warned at the discretion of the President. Refer to the BC Hockey Minimum Suspension Guidelines for reference.
- 9.1** Where a suspension occurs and the team has no further games, then the suspension will be carried over and served after September 1. NWDMHA has adopted the BC Hockey/Hockey Canada "Suspension Guidelines" system.

REGULATION TEN ~ DISCIPLINE

- 10.0** Association Responsibilities
- a) Each association is required to attend all Society meetings.
 - b) Any association not presenting itself for regularly scheduled Society meetings shall be fined in the sum of one hundred (\$500.00) dollars for each meeting it misses.

- c) Each association, (including coaches and managers), are responsible to ensure proper control of all players on and off the ice, and players and fans both inside and outside the arenas.

- 10.1** The President or delegate(s) shall maintain overall discipline and enforce Regulations, By-Laws, and the Constitution of the North West District MHA.
- 10.2** The President or delegate(s) may investigate all reports of profane, obscene, or abusive language by players or team officials and may take the necessary disciplinary action.
- 10.3** All Associations must participate in the BC Hockey Parent Education Program.
- 10.4** Each member association shall maintain overall discipline within its organization and enforce the rules and by- laws of the NWDMHA.
- 10.5** It is the responsibility of each member association to ensure that correct records are kept of players who are serving penalties assessed for misconducts, game and gross misconducts, fighting, and match penalties, and to ensure that players serve their total suspensions, as required. Failure to do so may result in disciplinary action against the team officials.
- 10.6** Failure by team officials to control the conduct of players before, during, or after a game will result in the member association being responsible for any costs, plus a fine to the association and possible suspensions to the individuals involved in the incident.
- 10.7** Failure to comply with following any Regulations and Policies of HC, BCH and NWDMHA may result in fines being levied against those involved for not complying. The fines may include but not unlimited to, the offending association(s), association member, team official or team(s). Fines may start at \$100 per incident and increase to \$500 per incident depending on previous non-compliance.
- 10.8 Parent / Fan Violations:** As a minimum, each Association is responsible to enforce the following disciplinary action when dealing with Parents / Fans for not abiding by the Team First Rules:

1st Offence - warning letter with conditions applied before return to arena or involvement with team. This may involve letter of apology to appropriate personnel be it the coaching staff, referee, or other game partner.

2nd Offence - 30 day suspension from Arenas and direct involvement with the team.

3rd Offence - suspension from Arenas and direct involvement with the team for the remainder of the season.

The President or delegate(s) will receive copies of all violations from Associations for further follow up.

REGULATION ELEVEN ~ PROTESTS

- 11.0** League Game Protests;
 - a) League game protests shall be submitted in writing to the NWDMHA District President within seventy- two (72) hours of completion of the game in question. This protest must be on Association letterhead, signed by the Association President and accompanied by a payment of fifty dollars (\$50.00).
 - b) The protested team or association shall be notified of the protest by the NWDMHA District President and given seventy-two (72) hours to file a defense. This defense must be in writing on Association letterhead, signed by the Association President.

- c) The Director's and the NWDMHA District President will rule on the protest within seventy-two hours and inform the parties involved.

11.1 Zone Game Protests;

- a) Zone game protests shall be submitted in writing to the NWDMHA District President within 24 hours of completion of the game in question. This protest must be on Association letterhead, signed by the Association President (or designate), and accompanied by payment of fifty dollars (\$50.00).
- b) The director's and the NWDMHA District President will rule on the protest within twelve (12) hours and inform the parties involved of the ruling.

11.2 Arrangements may be made with the NORTH WEST DISTRICT MHA President for an alternate method of payment for protests.

11.3 If a team or association has serious concerns or complaints regarding game officials, they are to submit these concerns in writing, on Association letterhead, signed by the Association President, to the BCH Officiating Coordinator for the area that the referee is assigned from. A copy of the game sheet(s) should accompany this letter.

REGULATION TWELVE ~ REFEREES AND LINESMEN

12.0 Only HC carded officials shall be used for all games played within BCH/NWDMHA and are to be assigned;

- a) All league, exhibition and tournament games are assigned by the referee assigner for that home association.
- b) All tournament officiating schedules must be submitted to the NWD Office or delegate.
- c) All Zone game officials are assigned by the NWD Office or delegate in cooperation with the host MHA RIC.
- d) The referee in charge of a game should have the necessary qualifications for that level of competition.
- e) The age of the official should be appropriate for the level of competition.
- f) No parent, sibling or coach may officiate (referee) their child's or brother's/sister's game unless it is approved by the NWD President or delegate.

12.1 All NWDMHA games will have the following systems used. The NWD president or delegate must approve association if an association is unable to fulfill these systems in any game.

- a) Atom may assign the two (2) man or three (3) man officiating system.
- b) Peewee and Bantam must assign the three (3) man officiating system, or have approval to assign two (2) or four (4) man systems.
- c) Midget and Juvenile must assign the four (4) man officiating system or have approval to assign two (2) or three (3) man systems.
- d) If through misadventure or illness, the referee or linesmen assigned are prevented from appearing or continuing, a minimum of 2 certified officials must be on the ice for each game. Officials must never officiate a game alone.

- e) NWDMHA House Leagues may assign two (2) man or three (3) for all divisions, and may assign four (4) Man for midget.

12.2 Officials' fees and travel expenses shall be fifty cents (.50) per Kilometer, Breakfast \$10, Lunch \$15 and Dinner \$25.

The on ice rates shall be;

<u>System</u>	<u>Division</u>	<u>Ref</u>	<u>Ref</u>	<u>Lines</u>	<u>Lines</u>	<u>Game Total</u>
3-Man	Peewee	xxx	\$30	\$20	\$20	\$70
3-Man	Bantam	xxx	\$40	\$25	\$25	\$85
3-Man	Midget	xxx	\$50	\$30	\$30	\$110
4-Man	Midget	\$40	\$40	\$30	\$30	\$140

When officials are travelling for a District event, all efforts are to be made to keep expenses reasonable. It is expected that officials will carpool in all cases unless previously approved otherwise.

12.3 Each MHA should submit a list of all their officials and contact info (email & phone number) to the NWD office;

- a) Each MHA Referee-in-Chief (RIC) shall have a list of their officials willing to travel.
- b) All MHA must contact the MHA RIC from another association for assistance to borrow an official to ensure that the official is not required at their home arena.
- c) The borrowing association must pay mileage, meals and lodging within a timely manner to the official.

REGULATION THIRTEEN ~ BOUNDARIES

13.0 The NORTH WEST DISTRICT MHA boundaries are as followed in the BC Hockey Handbook. Please refer to Schedule 1 (Appendix 1)

Awards



NWD Minor Hockey Association of the Year

2016-17 Smithers MHA (Inaugural)
2017-18 Not Awarded
2018-19 Hazelton

BCH Development Award – Officiating

2012-13 Cam MacBean (Terrace)

HC Officiating Award – Most Promising, Most Improved, Most Deserving

2000-01	Tyler Noble (Terrace)	2001-02	Jennifer Konicek (Kitimat)
2002-03	Daniel Dittaro (Vanderhoof)	2003-04	Eric Martens (Vanderhoof)
2009-10	Shelby Roberge (Kitimat)	2012-13	Caleb Wale (Vanderhoof)

BCH Champions (Midget Tier 2)

1989-90	Ft St James	1996-97	Kitimat
2000-01	Kitimat	2005-06	Smithers

BCH Champions (Midget Tier 3)

1994-95	Vanderhoof	1996-97	Vanderhoof
1997-98	Burns Lake	2006-07	Vanderhoof
2007-08	Prince Rupert	2008-09	Terrace
2013-14	Terrace	2014-15	Terrace

2016-17	Terrace	2018-19	Terrace
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BCH Champions (Bantam Tier 1)

1981-82	Terrace
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BCH Champions (Bantam Tier 2)

1992-93	Kitimat	2000-01	Smithers
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BCH Champions (Bantam Tier 3)

1983-84	Ft St James	1991-92	Ft St James
1997-98	Smithers	2006-07	Vanderhoof
2007-08	Prince Rupert	2010-11	Terrace
2013-2014	Terrace	2015-16	Vanderhoof

BCH Champions (Bantam Tier 4)

2010-11	Burns Lake	2011-12	Burns Lake
2012-13	Vanderhoof	2017-18	Prince Rupert

BCH Champions (Pewee Tier 1)

1978-79	Terrace
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BCH Champions (Pewee Tier 2)

1983-84	Burns Lake	1984-85	Ft St James
1985-86	Ft St James	1986-87	Burns Lake

BCH Champions (Pewee Tier 3)

1987-88	Houston	1996-97	Smithers
1998-99	Ft St James	2006-07	Vanderhoof
2017-18	Terrace		

BCH Champions (Pee wee Tier 4)

2008-09	Burns Lake	2010-11	Burns Lake
2011-12	Hazelton	2012-13	Vanderhoof

NWD President History

2011-12	Chantal Tom (President)
2012-13	Chantal Tom (President)
2013-14	Bob Storey (President)
2014-15	Bob Storey (President)
2015-16	Dan Nickel (President)
2016-17	Dan Nickel (President)
2017-18	Dan Nickel (President)
2018-19	Lee Holland (President)