



## PEMBINA MINOR HOCKEY ASSOCIATION

2011- 2012

### CONSTITUTION

*That where the provisions of this Constitution, By-Laws, or Regulations are inconsistent with the Constitution, By-Laws, and Regulations of the Hockey Canada and Hockey Manitoba, Hockey Canada and the Hockey MB Constitution, By-Laws and Regulations shall prevail.*

Article I: **Name**

The name of the organization shall be the Pembina Valley Minor Hockey Association (P.V.M.H.A)

Article II: **Aims**

To encourage, develop and foster amateur hockey throughout the Pembina Valley Region.

To encourage those adults interested in Minor Hockey, the concept that hockey ability is secondary to the boys/girls themselves. It is the right of every child to have **equal** opportunity to play.

To promote the healthy concept of competition among all teams involved. It is the aim of the association that the concept of winning is on an equal footing with the concepts of co-operation, sportsmanship, enjoyment and friendship, said concepts to be promoted by the parents, coaches and managers.

To coordinate efforts with Hockey MB and Hockey Canada to offer Hockey programs.

To organize a league which provides meaningful opportunities for players to develop their hockey skills including athletic ability, sportsmanship, leadership and character?

To organize matches to determine representation at the provincial championships.

To enforce the rules of the game of hockey as adopted by the Pembina Valley Minor Hockey Association and Hockey Manitoba and to assist teams/Associations in resolving disputes.

To facilitate the formation of Regional Teams

Teams – Regional AAA, AA team(s) will be called “Pembina Valley Hawks”

All regional teams(s) will fall under the direction of the Director of the region and its executive.

Team(s) will represent the region in a league recognized by Hockey Manitoba and the regional executive.

Regional team rosters must be submitted to the director of the region for approval, the region will submit the approved roster to Hockey Manitoba Constitution – Regional team(s) must have a constitution and abide by said constitution. Any changes to the above mentioned constitution must be presented and voted upon by the team members. Minutes of this meeting must be documented. Any approved constitutional changes must then be presented to the region for final approval by the regional executive. Regional team(s) must submit a copy of their constitution to the Director of the region by April 15<sup>th</sup> of each year.

Regional team(s) must have an elected executive and a team president. The teams(s) executive, president and coaches must submit a criminal record check to the Director of the region each season.

Financial – Regional team(s) must submit a financial statement to the Director of the region by May 1<sup>st</sup> of each year.

Responsibility – It is the responsibility of the team(s) to provide copies of their executive meeting minutes upon request by the region. It is the responsibility of the team(s) to provide a written report to the Director of the region by April 1<sup>st</sup> of each year or prior to the regions AGM. The region will appoint an executive member to sit on the coach selection committee and the region has the right to appoint a coach when required. The region will appoint a member of the executive to attend regional team(s) executive meetings.

Officials – regional team(s) home game officials will be assigned by the regional referee and chief or the league where applicable.

To recognize volunteers who contribute to the development of amateur hockey through the Dr. Letain Memorial Award.

### Article III: **Membership**

The boundaries of the Pembina Valley Region and the communities involved are established by Hockey Manitoba.

The Pembina Valley Minor Hockey Region is comprised of the following associations: Altona, Carman, Elm Creek, Holland, Morden, Notre Dame, Roland, Treherne, Winkler, Gretna, Miami and Swan Lake along with the following Amalgamated Communities:

Manitou/Somerset

Red River Wild – Morris/St Jean/ Rosenort

Southern Steelers

Macdonald Hockey – Starbuck/Oak Bluff/Sanford/Domain

Rock Lake – Cartwright/Clearwater/Crystal City/Pilot

Mound/ Baldur

Amalgamated communities will be allowed one (1) vote.

### **League Meetings/Annual/Semi Annual Meetings**

The association representatives will be eligible to vote at all regional meetings on all motions.

Any association that has not paid its fees (including bond) shall not be entitled to vote at any league meetings until said fees are paid.

Notice of the Annual Meeting will be given not less than 14 days prior to the meeting. An Annual Meeting cannot be held unless all of the members/associations have been notified.

A rostered team rep must be in attendance in order to vote on league issues.

#### **Article IV: Regional Executive**

The Executive of the Pembina Valley Minor Hockey Regional Association shall consist of:

	<u>Terms of Office</u>
The Director	1 Year
Vice Director	1 Year
Vice Director and Female Rep	1 year
Secretary – Treasurer	Appointed by Executive
2 -League Convenor	2 yrs (even years)
2- League Convenor	2 yrs (odd years)
Member at Large	2 yrs
Referee-in-Chief/Referee coordinator	Appointed by Hockey MB
Development Coordinator	Appointed by Executive
Coach Mentor	Appointed by Executive

Members of the Board are elected at the Annual Meeting. Duties of the newly elected executive will commence following the Hockey Manitoba Annual Meeting.

#### Voting – Executive Meetings

- a) The Director will be allowed to vote only if a tie occurs.
- b) The Regional Executive shall have full voting powers.

#### Meetings

Regular meetings shall be held monthly from August –April or at the call of the Director  
Annual Meeting will be held prior to Hockey Manitoba’s Annual Meeting.

The Semi Annual Meeting will be held no later than the third weekend in October.

Quorum for the Regional Executive meetings shall be 50% voting members plus 1

#### Article V: **Finances**

Any two of the Director, Vice Directors and the Secretary –Treasurer may act as signing officers.

The financial year shall run from June 1 – May 31.

The financial records shall be audited and presented at the semi-annual meeting.

#### Article VI: **Amendments to the Constitution and By Laws**

*The Constitution may be amended or revised by a two-thirds vote of the total members and executive eligible to vote at the Annual or Semi Annual Meeting.*

*Bylaws maybe amended or revised by a two-thirds vote of the total Regional Executive at any monthly meeting.*

### **Section 1 (a) – Duties of the Members and the Regional Executive**

#### **1) Director**

- To chair all Regional Executive meetings of the Pembina Valley Minor Hockey Association.
- To represent the P.V.M.H.A. at Hockey Manitoba as Director for the Region.
- To issue **ALL** suspensions on players/coaches/managers etc. from within the Region as per Hockey Manitoba guidelines.
- To give guidance and direction to the members of the Regional Executive and the general membership of the P.V.M.H.A
- To secure nominees for the Regional Executive together with the Vice Directors and Regional Representatives.
- To act as Director of the Pembina Valley League

#### **2) Vice- Director**

- To chair Regional Executive meetings of the P.V.M.H.A. in the absence of the Director
- To represent the P.V.M.H.A. as the Hockey Manitoba Vice -Director for the Region.
- To secure nominees for the Regional Executive with the Director

-To serve in any capacity, or assist any member of the Regional Executive, as assigned by the Regional Executive.

**3) Secretary - Treasurer**

-To serve as treasurer for the P.V.M.H.A., this to include having financial records of the P.V.M.H.A. audited on an annual basis.

-To serve as secretary for the P.V.M.H.A. and as such handle all official correspondence and record minutes of all Regional Executive meetings.

**4) League Convenors**

-To supervise their divisions and report to the executive any problems relating to the rules and regulations of the P.V.M.H.A.

-To secure nominees for the Regional Executive together with the Director and Vice Directors.

-To serve in any capacity, or assist any member of the Regional Executive, as assigned by the Regional Executive.

-To act as convener for competition in the P.V.M.H.A for the league and Hockey Manitoba play.

**5) Female Representative/Vice- Director**

-To assist associations with the formation of new teams.

-Work cooperatively with other organizations in regard to the development of female hockey.

-To serve in any capacity as directed by the Regional Executive.

-May represent P.V.M.H.A. at Hockey Manitoba Meetings

**6) Referee-in-Chief/Referee Coordinator**

-To work to improve the quality of officiating in the region by organizing official clinics and assessing officials throughout the region.

-To assist and advise the Regional Executive on matters pertaining to rules and officiating.

-To attend, on behalf of the P.V.M.H.A. any meetings or clinics as requested or required by Hockey Manitoba.

-To work closely with Hockey Manitoba and P.V.M.H.A. in regard to the ongoing process of clinics, supervision, evaluations and promotion.

**7) Development Coordinator**

-To be responsible for the arranging of coaching, timekeeping, and other developmental programs.

**8) Coach Mentor**

-To provide associations coaching resources and assistance as required.

**9) Member at Large**

-To provide assistance to the regional executive in running their programs.

-Duties as assigned.

#### 10) **Responsibilities of /Associations**

To be eligible to vote associations must supply all team and executive contacts to the Secretary-Treasurer by the semi-annual meeting, plus a performance bond if applicable. Appoint a center/association representative to represent their members to the Pembina Valley Minor Hockey Association.

Appoint a registrar who will be responsible for all matters pertaining to the registration for the association.

Carry out all rules and regulations.

Shall make sure that all Hockey Manitoba rosters are submitted to the Zone registrar before any games are played, including exhibition. All rosters to be submitted through their association's registrar, or their appointee, and all communication with the Zone Registrar in regards to rosters are to be done through the association to the Pembina Valley Minor Hockey Association.

Shall send their minutes of the Association's Annual Meeting to the Regional Executive when requested.

### Section 2 – Guidelines Pertaining to the Operation of the Region

The Pembina Valley Minor Hockey Association shall adhere to the guidelines pertaining to each Region as dictated by Hockey Manitoba and the Hockey Canada.

1. Player Categories and Registration shall follow the guidelines established by Hockey MB.
2. For every team registered in the Pembina Valley Minor Hockey Association.
  - 1) All players must be registered on Hockey Canada rosters. Rosters are to be returned to the Pembina Valley Minor Hockey Association Zone registrar before any games played, including exhibition.
  - ii. Failure to comply with above will result in loss of bond and game forfeiture **plus \$200.00 fine** for each individual team failing to comply with the above.

All players and coaching staff will use the online registration provided by Hockey Canada Registration/ Hockey Manitoba.

Pembina Valley Representatives for Provincials

The P.V.M.H.A. shall run regional play offs from Atom to Midget to determine who will represent Pembina Valley in the Provincial Hockey Manitoba Tournaments.

Playoff format will be decided by the Regional Executive and will be either 2 out of 3 format.

For first game it will be **East for odd years** and **West for even years** in the league interdivisional finals and the league and Hockey Manitoba regional playoffs. For amalgamated communities, the determining factor to determine East /West shall be the declared their home center.

For affiliate players in the Hockey Manitoba play-offs refer to the registration for Minor Hockey affiliation in the Hockey Manitoba Rules and Regulations handbook.

Length of games shall be as per league rules. Game sheets to be forwarded to the convener of said age group

Teams **must** notify convener of 3 agreed upon dates. Those dates may only be changed due to weather or mutual agreement. Failure to comply may result in default, disqualification or **loss of bond** of the offending team(s).

Official Guidelines as per Hockey Manitoba handbook.

Certified officials must be used and must have certified in the current season, at least one official to be Level III.

Any association not registered with P.V.M.H.A. is ineligible for Hockey Manitoba Play-Offs.

### Section 3 – Bylaws Pertaining to the League

In addition to the guidelines outlined by the Region, as established by Hockey Manitoba and the Hockey Canada, the Pembina Valley Minor Hockey Association has established the following guidelines:

#### Article I. **Participation in Pembina Valley League**

The Teams designated to each division shall be determined at or following Semi Annual Meeting.

League divisions may be East and West, Northeast, Southeast, Northwest, Southwest, where necessary. Team placement must be made prior to team semi-annual meeting. Exceptions to placement regulation will be entertained and voted on at semi-annual meeting by the membership/Associations with teams participating in that category including out of region teams.

Any association wishing to participate in the Pembina Valley Minor Hockey Association League may do so provided all players from that association are on approved rosters. Teams from the Pembina Valley Region maybe accepted upon Regional Executive approval. Admission of teams from outside the Region into the P.V.M.H.A. for league play will be subject to acceptance by membership at the Annual or Semi Annual Meeting.

Teams wishing to leave the Pembina Valley Minor Hockey League must secure permission from the Regional Executive prior to the Semi-Annual Meeting.

Article IV. **Ineligible Players**

A team who plays an illegal player, such as

-using a false name

-using a suspended player

-affiliating over a total of 11 skaters for Novice and Atom, 13 for Pee Wee, and as per Hockey Manitoba handbook for Bantam and Midget, a player older than his age classification shall be liable for suspension, forfeiture of all games played with said player, and loss of bond unless approved by Regional Executive. The coach himself will be suspended until Regional Executive rules on said matter.

Article V. **Fees**

1. An entry fee will be assessed for each team registered, payable at the league scheduling meeting to the Secretary-Treasurer. The fee will be established by the Regional Executive at the Annual Meeting.

2. A performance bond of **\$200** will be assessed to every association participating in the League.

3. All fees are to be paid at the scheduling meeting. Failure to do so will result in the Association being ineligible for league play until fees are paid.

Article VI. **Protests/Appeals**

1. All protests or appeals to be accompanied by \$200, 50% of said fee to be returned if protest or appeal is upheld. Protest of appeal to be confirmed no later than 24 hours after the game or dispute to the Director. The fee and rationale for the protest or appeal needs to be in the Director's possession within additional 48 hours. All protests or appeals must be submitted by the Association President. The Director **shall not** consider or accept protests or appeals on the phone. Associations involved in the protest or appeal **will** be asked to attend protest or appeal meeting. The Regional Executive will appoint a protest committee.

Article VII. **Special Rules for Affiliation for PVMHA**

In league play, any player may move to a higher category during season to make a team total of eleven (11) skaters for Novice and Atom, thirteen (13) for Pee Wee and seventeen (17) skaters for Bantam/Midget. Any player, who plays as an affiliate (AP) for a higher category team can only

do so for **5 games**, after the 6<sup>th</sup> game played in league games **including playoffs**, shall be ineligible for further competition with the lower division team in League or League play-offs. **Any request for a unlimited (AP) must be submitted to the convenor before league play has started and approved by the Director.**

For teams with only one goaltender, they may dress an affiliate goalie even though the total number of players is twelve (12) for Novice and Atom, fourteen (14) for Pee Wee and follow the Hockey Manitoba rules as outlined in the Hockey Manitoba handbook for Bantam and Midget.

To be eligible to play with their rostered team in the P.V.M.H.A. playoffs, a player has to participate in at least 50% of league games with the team they are rostered on. Any player suffering from a injury or illness will be eligible subject to approval from convenor/Director.

## **Section 4 - League Game Rules**

### **Initiation:**

The Initiation Program offered by Hockey Manitoba is mandatory for all associations for Novice and down. Any team not complying will be suspended.

In order to give 6 & under hockey players equal ice time:

1. Every two (2) minutes play will be whistled, clock will be stopped, and each team will have to change lines until the bench has been exhausted. In case of uneven numbers, a player may play only two (2) consecutive shifts and every player will double shift equally.
2. The full roster has to participate.
3. After two (2) minute whistle, face –off will be at center ice.
4. Any infraction should be served as per Hockey MB.

3) An exception to the 6 & under two minute rule will be on a breakaway. When this occurs, stoppage in play will only happen when the play is finished. If a stoppage in play is whistled, the referee will assess a penalty shot.

### **Novice, Atom, and Pee Wee:**

1. Two fifteen (15) minute periods stop time, plus one (1) twenty (20) minute stop time period, with a ten (10) minute rest between either the first and second period or the second and third period.

### **Bantam Male/Female and Midget Female**

1. Two fifteen (15) minute stop time periods, back to back, followed by a twenty (20) minute period stop time, with a ten (10) minute rest between the 2<sup>nd</sup> and 3<sup>rd</sup> period.

## **Midget Male**

1. Three twenty (20) minute periods stop time with a ten (10) minute rest between periods.

## **General**

1. Winning team is responsible for faxing game results and game sheets to the convenor within 24 hours of the end of the game. Failure to do so will result in loss of points and bond. In case of a tie, home team is responsible for submitting game sheets (same time frame as above). Failure to do so will result in loss of points and bond. If scheduled game is postponed, the home team must notify respective convenor. Failure to do so will result in loss of bond.

2. All league games are to be played prior to league end date, which will be determined at the semi-annual meeting. For any scheduled games that cannot be played two (2) points will be awarded to the non-offending team and the offending team shall forfeit their bond.

3. Any game cancellations must be approved by the respective convenor. When a team calls for approval of a game cancellation, except for weather, they must give a rescheduled date for said game. Games cancelled due to weather are to be rescheduled within two (2) weeks and the convenor notified. Failure to do so will result in a loss of bond.

4. A tie in points shall be broken as follows:

- 1) Games played against each other
- 2) If teams are stilled tied it will be most wins
- 3) The team with the best goal average of overall games would qualify.

5. If at any time a team is ahead by 7 goals, the remainder of the game shall be played as straight time. This is also applied to league play-offs and Hockey Manitoba play-offs.

## ***Officiating***

### **1. League and League Play-offs**

*1. All officials must be certified in the current season. No association is to use officials that are not certified by the date of the last clinic offered by Hockey MB in the current season.*

The host team has the option of using a 2 man or 3 man system for officials at all age levels, Male or Female with the exception of **Bantam** and **Midget** Male. If the 2 man system of officiating is used, one official shall be at least 4 years older than, and the other official shall be at least 2 years older than, the age group playing. If the 3 man system of officiating is used, the official shall be at least 4 years older than the age group playing, and the linesman shall be at least 2 years older than the age group playing. ***Under certain circumstances the associations referee in chief may request to use an official 3 years older instead of 4, however this request must be approved by the regional referee in chief and the Regional Director.*** Any center not using qualified officials will lose their \$200 performance bond.

3) League Play Offs – Categories of Pee Wee and higher must have a minimum of one Level III official used. All Bantam Male and Midget Male must use the (3) three man system.

4) Home Team provides the officials. In the event of a 3<sup>rd</sup> game in all categories the league will appoint head official or officials. Expense to be shared, home team pays for linesmen. All other leagues are at the discretion of the league convenor.

5) Immediate family members **shall not** officiate in a playoff game.

## 2. **Bond Forfeiture**

Any team or association not complying with the rules set out in this constitution, league rules or Hockey Manitoba Guidelines shall forfeit their bond or other imposed sanctions determined by the region. Use of Pembina Valley League game sheets is mandatory for all league games and playoff games. A \$25 fine will be enforced to the home team for each ineligible game sheet used.

## 3. **Match Penalties**

All match penalties must be reported to the Director within 24 hours by the official. The player is suspended until ruling is made. Any suspension includes league, Hockey Manitoba or league play offs and Hockey Manitoba sanctioned tournaments in suspended players age category. Exhibition games do not count as games missed or sat out.

4. Hockey Canada rules will apply in all games. The onus is on the coach to ensure that suspensions are served.

### **Hitting from Behind Penalties**

Minor penalty for hitting from behind in the last 10 minutes of the game result in a 2 minute penalty and game misconduct, therefore, the penalized player must sit out their teams next regular season game. A major penalty for hitting from behind or head checking results in a five minute penalty and a game misconduct plus a one game suspension. Suspensions must be served in league or sanctioned tournament games, no exhibition games. **ALL 5 min major penalties carry the same suspension guidelines as above, League play only.**

5. Midget Male Rules – *see attached addendum*

### **League Play Offs**

1. Each hockey division shall play off and declare a winner in every age category. If any age group, the East and/or West divisions have been subdivided, the subdivisions shall play off to declare a winner who will then proceed to the regional East and West finals for the banner. They may meet in a cross-over final.

Play off structure will be a convenor's recommendation in the best interest of all teams with approval at playoff meeting. There are to be **NO** tournaments scheduled for the first two (2) weeks of play-offs.

All play offs shall be a best two out of three series. If a play-off game is tied at the end of regulation time, a ten minute sudden death period is played immediately. If still tied, ice is to be resurfaced followed by 20 minute sudden death periods until a winner is declared. Teams to notify convenor of three (3) agreed upon dates. Dates may only be changed due to weather or by mutual agreement. Failure to comply may result in default or disqualification of offending team *and loss of bond*.

- 1) If series are not completed by the dates so set, both teams involved will be subject to disqualification. Before disqualification the convenor will contact the President of each participating association and give them 24 hours to provide a plan acceptable to convenor to complete the series. The team or teams unable to satisfy the convenor shall be disqualified *and loss of bond*.
4. In the division play offs, the team with the most points after league play will be awarded the first home game.
5. Teams may opt out of league play once the league schedule is completed.

### **League Medals and Banners:**

1. Regional Medals and/or Banners to be determined by the executive.