

*MANITOBA U18
AAA HOCKEY
LEAGUE
HANDBOOK*

Updated June 2023

Manitoba U18 AAA Hockey League



MANITOBA U18 AAA HOCKEY LEAGUE

TABLE OF CONTENTS

as amended to April 2023

IMPORTANT DATES AND DEADLINES.....	3
CONSTITUTION.....	4
ARTICLE 1 – NAME.....	4
ARTICLE 2 – OBJECTIVES.....	4
ARTICLE 3 – MEMBERSHIP	4
ARTICLE 4 – BOARD OF DIRECTORS AND ELECTED OFFICERS	5
ARTICLE 5 – MEETINGS.....	5
ARTICLE 6 – AMENDMENTS TO THE CONSTITUTION	5
ARTICLE 7 – CONSISTENCY	5
BY-LAWS.....	6
1. HOCKEY MANITOBA REGULATIONS.....	6
BY-LAW 1.01 – HOCKEY MANITOBA REGULATIONS	6
2. MEMBERSHIP.....	6
BY-LAW 2.01 - COST OF MEMBERSHIP.....	6
BY-LAW 2.02 – NEW ENTRIES.....	6
BY-LAW 2.03 – WITHDRAWAL FROM THE LEAGUE.....	7
3. LEAGUE OFFICIALS & BOARD OF DIRECTORS	7
BY-LAW 3.01 – LEAGUE OFFICIALS	7
BY-LAW 3.02 – DUTIES OF OFFICIALS AND BOARD OF DIRECTORS	7
4. TEAMS.....	9
BY-LAW 4.01 – TEAM EXECUTIVE.....	9
BY-LAW 4.02 – CRIMINAL RECORD CHCECKS.....	9
BY-LAW 4.03 – SWEATERS.....	9
BY-LAW 4.04 – PRIVACY ACT	10
5. PLAYERS	10
BY-LAW 5.01 – LEAGUE REGISTRATION AND PLAYER ELIGIBILITY	10
BY-LAW 5.02 – AFFILIATION LISTS.....	10
BY-LAW 5.03 – PLAYER MOVING TO ANOTHER TEAM.....	10
BY-LAW 5.04 – U15 AGE PLAYERS.....	10
6. GAME OFFICIALS	11
BY-LAW 6.01 - REFEREE AND GAME OFFICIALS	11
7. LEAGUE FORMAT	11
BY-LAW 7.01 – <u>REGULAR SEASON</u> FORMAT	11
BY-LAW 7.02 – NORMAN ROTATION	12
BY-LAW 7.03 – PLAYOFF FORMAT.....	12
BY-LAW 7.04 – PLAYOFF TIE BREAKING FORMULA.....	12
SCHEDULING.....	13
BY-LAW 7.05 – SUNDAY GAMES.....	13
BY-LAW 7.06 – BACK-TO-BACK GAMES INVOLVING SAME TWO TEAMS	13
BY-LAW 7.07 – SCHEDULE CHANGES	13
BY-LAW 7.08 – GAME POSTPONEMENTS.....	13
8. ADMISSION.....	14
BY-LAW 8.01 – ADMISSION TO GAMES.....	14
9. GAME PLAY & SCORING.....	14
BY-LAW 9.01 – CONDUCT OF A GAME.....	14
BY-LAW 9.02 – GAME TIMEING & COUNT DOWN SYSTEM	14
BY-LAW 9.03 - GAME PUCKS & WARMUPS.....	15
BY-LAW 9.04 – PERIOD BREAKS	15
BY-LAW 9.05 - ICING AND PENALTY FACE-OFF LOCATION	15
BY-LAW 9.06 – FACE-OFF POSITION AFTER A PENALTY	15
BY-LAW 9.07 – TEAM ICING THE PUCK	15
BY-LAW 9.08 – CLEARING THE PUCK OVER THE GLASS	16

MANITOBA U18 AAA HOCKEY LEAGUE

TABLE OF CONTENTS

as amended to April 2023

BY-LAW 9.09 – SKATING PAST BENCH AFTER A GOAL	16
BY-LAW 9.10 – TIME OUT	16
BY-LAW 9.11 – OVERTIME / SHOOT-OUT	16
BY-LAW 9.12 - SHAKING HANDS.....	17
BY-LAW 9.13 - GAMES CALLED BEFORE REGULATION TIME EXPIRES.....	17
BY-LAW 9.14 - GAME STATISTICS	17
BY-LAW 9.15 – EMAILING GAME SHEETS.....	17
10. SUSPENSIONS & FINES.....	18
BY-LAW 10.01 – PLAYER SUSPENSIONS	18
BY-LAW 10.02 – FIVE-MINUTE MAJOR RULE	18
BY-LAW 10.03 - MATCH PENALTY SPECIAL RULES	18
BY-LAW 10.04 – PENALTY MINUTES	18
BY-LAW 10.05 - MISCONDUCTS AND GAME MISCONDUCTS	18
BY-LAW 10.06 - FIGHTING SUSPENSIONS	19
BY-LAW 10.07 – DOUBLE HEADER SUSPENSION RULES	19
BY-LAW 10.08 - INELIGIBLE PLAYERS	20
BY-LAW 10.09 – TEAM FINES AND SUSPENSIONS	20
BY-LAW 10.10 - ACTIONS DETRIMENTAL TO THE LEAGUE	20
BY-LAW 10.11 – COLLECTION OF FINES.....	20
11. AWARDS.....	20
BY-LAW 11.01 – ALL-STAR NOMINATIONS.....	20
12. FINANCIALS.....	20
BY-LAW 12.01 – BANKING	20
BY-LAW 12.02 – STIPENDS	21
BY-LAW 12.03 – LEAGUE MANAGEMENT COMMITTEE EXPENSES.....	21
BY-LAW 12.04 – TRAVEL SUBSIDY	21
BY-LAW 12.05 – OUT-OF-PROVINCE TRAVEL.....	21
BY-LAW 12.06 – ALL-STAR GAME / SHOWCASE EVENT	21
BY-LAW 12.07 – BINGOS	21
BY-LAW 12.08 – PLAYOFF ASSESSMENT	21
13. MISCELLANEOUS	21
BY-LAW 13.01 – LEAGUE PASSES	21
BY-LAW 13.02 – SCOUT PACKAGES.....	21
BY-LAW 13.03 – WEB SITE POLICY	22
BY-LAW 13.04 – TROPHIES RETURNED	22
BY-LAW 13.05 – HOSTING REGIONAL CHAMPIONSHIPS.....	22
BY-LAW 13.06 – AMENDMENTS TO THE BY-LAWS	22
14. APPEALS & PROTESTS	22
BY-LAW 14.01 – PROTESTS.....	22
BY-LAW 14.02 – APPEALS.....	23
BY-LAW 14.03 – RECOURSE TO HOCKEY MANITOBA.....	23
POLICY.....	24
CONFLICT OF INTEREST POLICY.....	24
VIDEO REVIEW POLICY	25
DISCRIMINATION, HARASSMENT, BULLYING AND ABUSE POLICY.....	26
SOCIAL MEDIA POLICY (HOCKEY MANITOBA).....	40
ADMINISTRATION.....	42
A. FILLING OUT GAME SHEETS	42
B. ONLINE SCORING.....	44
C. ALL STAR INFORMATION.....	46
D. SHOWCASE HOST APPLICATION/REQUIREMENTS	46
E. JACK FORSYTH MEMORIAL SCHOLARSHIP	47
F. LEAGUE AWARDS.....	47



MANITOBA U18 AAA HOCKEY LEAGUE



IMPORTANT DATES AND DEADLINES

as amended to April 2023

IMPORTANT DATES AND DEADLINES

- June 10 Submit Home Date Availability to Commissioner [Teams in MJHL facilities are exempt].
 Book and Confirm Playoff Ice. Send to Commissioner.
- July 15 Regions to notify league of intention to operate a U18 AAA team and post a performance bond.
- August 1 League Fee [Total \$2,200.00 or First Installment of \$1,100]. Submit to Commissioner.
 Referee Development Fee [\$200.00]. Submit to Commissioner.
- September 9 List of Coaches (use template in Managers Section). Submit to Commissioner.
- September 11 Coaches Meeting [**Mandatory**] (Video Conference).
- September 14 Director and Manager meeting [**Mandatory**] (Video Conference)
- September 16 Criminal Record Checks must be completed.
- September 26 **Registration Data and Team Rosters**
 Roster submitted to HCR (up to 20 players).
 Approved Roster from Hockey Manitoba – Forward Approval to Commissioner.
- September 28 Email copy of team roster (“Game Day Roster”) to Commissioner and league teams (managers).
 Criminal Record Check Template (Managers Section). Submit to Commissioner.
- October 3 Affiliate Player Letter to Parents.
 Special Affiliate Player List. Submit to Commissioner and Hockey Manitoba.
- October 10 **Profile Data**
 Player Profile (use template in Manager Section). Submit to Commissioner.
 Upload Player Profile Data (Including Photos) to league web page. (see Photo Guidelines)
- October 31 League Fee (Second installment of \$1,100.00, if applicable).
- January 10 Deadline for additions / deletions (Hockey Manitoba).
- January 15 Deadline for Affiliate Player additions / deletions (Hockey Manitoba).
- January 24 **League Awards and All-Star Nominations**
 All-Star Nominations (use template in Managers Section). Submit to Commissioner.
 Individual Award Nominations (use template in Managers Section). Submit to Commissioner.
- January 27 League to send out Ballots for Individual Awards and All-Stars.
- February 1 Submit Completed Ballots (Votes) back to League for Awards and All-Stars.
- February 15 Jack Forsyth Memorial Scholarship Applications. Submit to Commissioner.
- March 15 Jack Forsyth Memorial Scholarship Award winner announced.
- PLAYOFFS:**
ROUND 1: March 1, 3, 5, 7, 9
ROUND 2: March 11, 13, 15, 17, 19
CHAMPIONSHIP: March 22, 24, 26, 29, 31



MANITOBA U18 AAA HOCKEY LEAGUE



CONSTITUTION

as amended to April 2023

CONSTITUTION

ARTICLE 1 – NAME

- (a) The league shall be known as the Manitoba U18 AAA Hockey League (the “League”)

April 2019

ARTICLE 2 – OBJECTIVES

- (a) To encourage and foster U18 AAA Hockey.
(b) To promote and encourage the formation of U18 AAA hockey in Manitoba.

April 2008

ARTICLE 3 – MEMBERSHIP

- (a) The League shall be open to one representative team from each of the rural regions, one representative from the City of Brandon, and one representative from each of the AAA zones in the City of Winnipeg. The League may, subject to the permissions of Hockey Manitoba, permit out-of-province U18 AAA teams to compete in the League.
- (b) A region shall be admitted into membership upon meeting the following criteria at the time of its application:
- 1) The applicant tenders a certified cheque for the cost of its membership together with a cheque for its performance bond.
 - 2) The applicant meets all other conditions imposed upon it as a condition of membership.
 - 3) The application is made in writing before the first organization meeting, which will be held no later than July 15 of each year.
- (c) Membership shall be deemed forfeited for any of the following reasons, and as determined by the Board of Directors:
- 1) Actions deemed grossly detrimental to the League.
 - 2) Non-payment of fees or assessment.
 - 3) Failure to comply with the By-Laws.
- (d) Any rural region or city zone whose membership has been suspended shall have no claim to refund for membership costs or performance bonds and such regions affected shall be required to re-apply for membership in accordance with subsection (b) herein.
- (e) A region may leave for a one-year period provided it has requested a leave of absence before September 1st of the year requested, and so advises the league President and the Hockey Manitoba office in writing.
- (f) Any team withdrawing from the league after the schedule has been submitted to the league by the league schedule maker would forfeit all monies paid to the league. In the event the team is re-admitted into the league in accordance with subsection (b), it would have its performance bond doubled for the first season after it returns to the league. If the team remains in good standing after one year and commences the second season, the said team will receive the amount of the increase in its bond by December of the season it returns to good standing.



MANITOBA U18 AAA HOCKEY LEAGUE



CONSTITUTION

as amended to April 2023

ARTICLE 4 – BOARD OF DIRECTORS AND ELECTED OFFICERS

- (a) The Board of Directors of the league shall consist of the Executive Committee (up to six members including president, past-president, vice president, commissioner) and one director from each team. Each member of the Board of Directors shall have one vote, except the president, who shall only vote in case of a tie, and the commissioner, who shall be non-voting.

April 2015

- (a) A Director entitled to vote at a meeting may vote by proxy by appointing in writing a proxyholder, who is not required to be a Director, to attend and to act at the meeting in the manner and to the extent authorized by the proxy and with the authority conferred by it subject to the following: (i) a proxy is valid only at the meeting in respect of which it is given and (ii) a proxyholder has the same rights as the Director by whom they were appointed.

April 2021

- (b) The president and vice-presidents shall be elected at the April meeting to a two-year term.

April 2018

- (c) Directors for each member team shall be appointed by the member team by June 1 of each year.

- (d) The president, vice-presidents, or commissioner shall not be permitted to represent an individual team at any meeting of the league.

April 2011

ARTICLE 5 – MEETINGS

- (a) The Annual Meeting of the league shall take place as determined by the Board of Directors. It shall take place prior to the annual meeting of Hockey Manitoba.

April 1999

- (b) General meetings shall be called by the league president at times and places designated by himself. A minimum of seven days' notice shall be given to all Board Members.

ARTICLE 6 – AMENDMENTS TO THE CONSTITUTION

- (a) The constitution may be amended by submitting notices of motion to the commissioner a minimum of 30 days prior to the league Annual Meeting. The commissioner shall circulate said notices of motion to member directors a minimum of 14 days prior to the Annual General Meeting.

ARTICLE 7 – CONSISTENCY

- (a) Where the provisions of this constitution, by-laws, and/or regulations are inconsistent with the constitution, by-laws and/or regulations of Hockey Canada and Hockey Manitoba, the Hockey Canada and Hockey Manitoba constitution, by-laws and regulations shall prevail.

April 2015



MANITOBA U18 AAA HOCKEY LEAGUE



By-Laws *as amended to April 2023*

BY-LAWS

1. HOCKEY MANITOBA REGULATIONS

BY-LAW 1.01 – HOCKEY MANITOBA REGULATIONS

All regulations contained in the Hockey Manitoba Handbook shall be considered as the regulations of the league and shall apply in their entirety.

(Formerly By-Law 54)

2. MEMBERSHIP

BY-LAW 2.01 - COST OF MEMBERSHIP

- a) The yearly membership fee shall be determined at the annual meeting. For the season, the fee will be \$2200.00, which includes travel subsidy, Jack Forsyth Memorial Scholarship, all-star fees and league fees. The first payment of \$1100.00 must be submitted by Aug 1, the remainder due Oct. 31.

April 2019
- b) A performance bond of \$1000.00 shall be posted by all participating teams by July 15 of the current season. The amount of the performance bond shall be determined at the annual meeting of the league.
- c) A performance bond shall be deemed forfeited in accordance with Article 3(c) of the League Constitution.
- d) A performance bond shall be forfeited if a team fails to appear for a league game without obtaining the Commissioner’s consent as set forth in By-Law 20 herein. The bond shall be forwarded to the non-offending team as compensation for the loss of gate and expenses, less \$100.00 for league administration costs. The offending team shall not be re- instated until the bond has been resubmitted to the league.
- e) In addition to the loss of the bond, a team that fails to attend a league game as set forth in paragraph d) herein, the offending team shall be fined an amount equal to the travel costs it saved by not appearing for the game. The offending team will not be reinstated until the fine has been submitted to the league.
- f) Any team that fails to complete a game after it has started is subject to the loss of its performance bond, after a review of the circumstances by the league.
- g) The league retains the team’s performance bond. The teams will pay the league any out-standing amounts required to bring the performance bond up to the correct amount established by the league by June 1 of the current season.

April 2000
(Formerly By-Law 5)

BY-LAW 2.02 – NEW ENTRIES

There will only be one team per region accepted into the league, with the exception of Winnipeg. New entries are required to have their team name and colours approved by the league management committee prior to use in league play, and have arenas that have proper facilities, including Plexiglas.

(Formerly By-Law 52)



MANITOBA U18 AAA HOCKEY LEAGUE



By-Laws

as amended to April 2023

BY-LAW 2.03 – WITHDRAWAL FROM THE LEAGUE

Any team that withdraws from the league after the final league schedule has been completed and causes extra costs to the teams in the league will be charged with such costs. Those extra costs, which might include but are not limited to, expenses paid to teams affected by such withdrawal, rescheduling costs, special meeting costs or any additional costs related to the withdrawal, may exceed the \$1000.00 team's performance bond. Should the team that withdrew wish to re-enter the league in some future season, then in addition to double the performance bond, the team would be required pay those costs before being accepted back into the league.

September 1995
(Formerly By-Law 53)

3. LEAGUE OFFICIALS & BOARD OF DIRECTORS

BY-LAW 3.01 – LEAGUE OFFICIALS

The league shall appoint the following Officials:

- a) Treasurer for a one-year term.
- b) Commissioner for a one-year term.
- c) Director of Officiating for a two-year term.

April 2020
(Formerly By-Law 47)

BY-LAW 3.02 – DUTIES OF OFFICIALS AND BOARD OF DIRECTORS

- a) **Board of Directors:** The Board of Directors, which consists of the executive and the team representatives, shall have full control of management of all the affairs of the league and shall be empowered to pass all necessary resolutions for the league's operation.
- b) **President:** It shall be the duty of the President to preside at all meetings of the league. The President will perform such further and other duties as pertain to the office of President and generally carry on the business of the league, as well as set agenda for league and executive meetings and league sponsorship.
- c) **Past-President:** It shall be the duty of the Past President to advise the new President and Board of Directors on league matters.
The Past President will head the nominating committee for any vacant positions on the executive.
- d) **Vice-Presidents:** The Vice-Presidents will assume duties in various areas of the league structure, which may include (all-star game, Showcase, POW, POM, record book, bingo, meeting minutes, statistics) and other duties as assigned by the President.

April 2017

- e) **Commissioner:** (League): It will be the responsibility of the Commissioner to assume duties as assigned to him by the Board of Directors, more specifically in the following areas:

- 1) Perform registration duties for the league to ensure all players are duly and properly registered.
- 2) Keep a full record of the names, addresses and phone numbers of the representatives of each club and team directors. Establish an email file for all team reps and directors.
- 3) Perform all aspects of schedule preparation, printing and distribution.
- 4) To see that the statistics are properly uploaded on the new computer program.
- 5) Issue suspensions and administer all fines in accordance with league constitution and by-laws.
- 6) Communicate playoff information to teams, executive and media.
- 7) Co-ordinate playoffs dates.

May 2011



MANITOBA U18 AAA HOCKEY LEAGUE



By-Laws

as amended to April 2023

- 8) Preparation, printing and distribution of profile book and manager's manual.
- 9) Notify directors of the annual and general meetings of the league. Keep Constitution and By-Laws updated and circulate changes to teams and executive.

April 2021

- f) **Commissioner (Finances):** It shall be the duty of the Commissioner to ensure the finances are properly handled through the treasurer and the monthly balance.

- 1) Ensure that accounts are current with deposits and expenditures done through the treasurer.
- 2) Receive all monies of the league.
- 3) Collect all membership fees and monies due to the league.
- 4) Financial services as established by the executive. i.e., tracking fines, scout fees, and non-team monies.
- 5) See that the annual report is prepared.

April 2011

- g) **League Web Design**

- 1) Input all exhibition, league and playoff games onto web page.
- 2) Put all current information onto the notice board.
- 3) Add pictures as necessary.
- 4) Work with web masters in changes in design of the web page.
- 5) Make changes to stats when requested and confirmed by team managers.
- 6) Develop web pages for specific league use.
- 7) Maintain passwords and give specific rights to league teams.
- 8) Provide support and training for team web people.
- 9) Establish profile page for junior teams.
- 10) Password protection for certain pages.

- h) **Treasurer:** The treasurer shall take in monies for deposit and write cheques for expenses incurred by the league, as well as balance the books for the annual audit. The role will be under the direction of the Commissioner and the position will be non-voting.

- 1) Receive all monies of the league and deposit same to the credit of the league.
- 2) Keep a record of all receipts and expenditures and keep current.
- 3) See that all accounts are paid, as authorized by the Commissioner.
- 4) Have all books and vouchers subject to inspection of the President at all times.
- 5) Co-sign all cheques and vouchers with the President, Commissioner or Vice Presidents.
- 6) Prepare the annual reports and statements.

April 2011

(Formerly By-Law 49)



MANITOBA U18 AAA HOCKEY LEAGUE



By-Laws as amended to April 2023

4. TEAMS

BY-LAW 4.01 – TEAM EXECUTIVE

- a) Each region shall, by Sept. 15 of each year, file with the Commissioner of the league the names and address of its team executive.
- b) Any changes in team executive must be reported immediately to Hockey Manitoba and the league Commissioner.

(Formerly By-Law 1)

BY-LAW 4.02 – CRIMINAL RECORD CHECKS

Each team will ensure that all personnel who are in contact with players have an up-to-date (renewed every four years) criminal record checks. This is to be completed by Sept. 15 of each season. The team will provide a form to the league listing the personnel and status of their criminal record checks by Sept. 30 of each season. Teams are required to keep a copy of the criminal record checks.

Note: Any team personal not having their record checks submitted by the above date will not be allowed on the bench and the teams will be subject to a \$25.00 fine per individual.

April 2017
(Formerly By-Law 6)

BY-LAW 4.03 – SWEATERS

- a) All teams must have two sets of sweaters (light and dark) to be worn as follows:
 - For regular season games before the Christmas Break, the home team shall wear dark sweaters and the visitors shall wear light sweaters.
 - For regular season and playoff games after the Christmas Break, the home team will wear light sweaters and the visitors will wear dark sweaters.

April 2023

- b) Sweater numbers shall be the same for the home and away sweaters. *September 1990*

- c) All players must have names on the back of all sweaters, both home and away. *April 2018*

- d) Any team that allows its players to change their sweater numbers after the first weekend of the season must get approval from the Commissioner.

- e) All sweaters must display WHL logos.

Fines:

 - First offence - warning from the Commissioner;
 - Second offence - \$25.00 fine;
 - Third and subsequent offences - \$50.00 fine.*April 1997*

- e) Players uniforms must sport a minimum of a 4-inch number on the shoulder sleeve corresponding to the number worn on the back of the jersey. *April 1999*

- f) Teams requesting name or sweater colour changes must have all such changes approved by the league prior to the changes being permitted. *(Formerly By-Law 7)*



MANITOBA U18 AAA HOCKEY LEAGUE



By-Laws *as amended to April 2023*

BY-LAW 4.04 – PRIVACY ACT

Teams will submit a roster type sheet for players with approval to use personal data for the Profile Book and League Statistics. Parents must sign the Profile Privacy form before the player will be included in the profile book. The original copy is to be sent to the league Commissioner.

August 2004
(Formerly By-Law 43)

5. PLAYERS

BY-LAW 5.01 – LEAGUE REGISTRATION AND PLAYER ELIGIBILITY

- a) League registration of players must be submitted through Hockey Manitoba's executive director for registration approval prior to the first league game.
- b) Players shall be selected from each region as prescribed by Hockey Manitoba regulations including those applicable to the transfer of players from open zones as contained in the Hockey Manitoba handbook.

(Formerly By-Law 2)

BY-LAW 5.02 – AFFILIATION LISTS

The team must submit its affiliation player list to the Commissioner and Hockey Manitoba prior to any of its affiliate players participating in a league game. Any additions or deletions to a team's affiliate player list must be emailed to the Commissioner and Hockey Manitoba prior to any player playing.

“Special” Affiliate Players: A team may sign up to five (5) APs from within its region who have not registered for their own team for the upcoming season. Once they are registered with their seasonal team, they are added to the league's affiliation list and come off this temporary list. This arrangement concludes Oct. 31. Any AP playing after this date must be on a team roster registered within the region.

Affiliate players may play 10 games as an affiliate during the regular season. Players playing more than 10 games will be deemed “ineligible” and the appropriate penalties will apply. After an affiliate player's team has concluded its season, he may play unlimited games.

April 2016

To be eligible to affiliate to a AAA Manitoba U18 team for playoffs leading to a provincial champion, a player must have played a minimum of 50 per cent of their rostered teams league games (excluding exceptions such as long-term injury).

That an affiliate player cannot replace a rostered player in the lineup unless the rostered player is unable to play due to injury, illness or other legitimate reason.

April 2018
(Formerly By-Law 3)

BY-LAW 5.03 – PLAYER MOVING TO ANOTHER TEAM

A player who remains unsigned on Oct. 1 may move to another team. The intent is that if a player is not signed, he can move. However, the option is not for a player to refuse to sign in order to move to another team in another region. The player must have a release from his home region prior to participating in a practice or game.

(Formerly By-Law 4)

BY-LAW 5.04 – U15 AGE PLAYERS

No U15-aged player will be allowed to participate in the Manitoba U18 AAA Hockey League as a registered player. Member teams will be allowed to use second-year AAA U15-aged players as part of their 19-player affiliate player list.

April 2020
(Formerly By-Law 8)



MANITOBA U18 AAA HOCKEY LEAGUE



By-Laws as amended to April 2023

6. GAME OFFICIALS

BY-LAW 6.01 - REFEREE AND GAME OFFICIALS

- a) The game officials for each league game shall consist of one referee and two linespersons or two referees and two linespersons, a timekeeper, scorekeeper, penalty box attendants and on-line scorer. Furthermore, the home team shall be responsible for the employment of the timekeeper, scorekeeper and penalty box attendants and online scorer, all positions shall be filled by adults. The four man system will be used for all games whenever possible.
- b) All teams must have officials in home and away penalty boxes during all regular season and playoff games. *April 2015*
- c) The Director of Officiating will be responsible to ensure that certified referees are assigned to all league games. *April 2013*
- d) The host clubs shall pay the referees their fees as adopted by the league regulations. The rate will be \$90.00 for referees and \$70.00 for linespersons. Mileage will be paid at Hockey Manitoba rate. *April 2022*
- e) The league will provide central assigning of officials for all games The league may utilize out-of-region officials if required to provide the best officials for any or all games. *April 2013*
- f) That the Director of Officiating be appointed at the league’s annual general meeting.
- g) To allocate \$3,000 towards referee development for the 2019-20 season. Furthermore, that each team pays an additional \$200 in fees for the 2019-20 season towards this incentive. *April 2019*
- h) Referees will be required to observe all warm-ups. *April 2015*
- i) All names of on-ice officials to be entered on the online scoring. *April 2019*
- j) All teams in the Manitoba U18 AAA Hockey League are required to pay all referees and linespersons assigned to any preseason, regular season, tournament, or playoff game prior to the start of the third period for each assigned game. *April 2020*
(Formerly By-Law 58)

7. LEAGUE FORMAT

BY-LAW 7.01 – REGULAR SEASON FORMAT

The League format shall be determined at the league’s annual meeting as required by the league Constitution. The league will play a 48 game schedule in one division, playing four games against each team, two at home and two away.

Teams include: Brandon Wheat Kings, Central Plains Capitals, Eastman Selects, Interlake Lightning, Kenora Thistles, Norman Northstars, Parkland Rangers, Pembina Valley Hawks, Southwest Cougars, Winnipeg Bruins, Winnipeg Thrashers, Winnipeg Wild, Yellowhead Chiefs.

April 2017
(Formerly By-Law 60)



MANITOBA U18 AAA HOCKEY LEAGUE



By-Laws

as amended to April 2023

BY-LAW 7.02 – NORMAN ROTATION

Since the league schedule is now balanced, this by-law is redundant. Should it be rein- stated, this is the order that shall be the priority for starting: Yellowhead; Southwest; Pembina Valley; Brandon.

April 2008

(Formerly By-Law 63)

BY-LAW 7.03 – PLAYOFF FORMAT

The playoff format shall be determined at the league’s annual meeting as required by the league Constitution

a) The playoff format for all rounds will be a best of five.

April 2015

b) The top eight teams will make the playoffs, which will use the following format: 1 vs 8, 2 vs 7, 3 vs 6 and 4 vs 5.

April 2013

c) For the semi-finals, the teams will be re-seeded, with 1 vs 4 and 2 vs 3, based on regular season point standings.

d) In the finals, the team with the most points will get the extra home game.

e) When the two teams are within a two-hour drive or where the teams would not normally stay overnight, the first, third and fifth games shall be at the home of the team finishing standings.

f) When teams must stay over-night, the first two games will be played at the home of the higher place team either Friday-Saturday or Saturday-Sunday. The second weekend, the third and fourth games will be played Friday and Saturday at the home of the lower place team. The fifth game will be played Sunday at the home of the higher place team. Any changes to this format must have the approval of the Commissioner.

g) The higher placed team in the standings hosts the first, third and if necessary fifth games. The lower place team hosts, the second and fourth game.

h) In the case of Norman, the higher placed team has the option of first three games at the home of the higher place team, or first two games on the road with final three games at home.

April 2014

i) No game shall start after 8:00 p.m.

April 2019

(Formerly By-Law 34)

BY-LAW 7.04 – PLAYOFF TIE BREAKING FORMULA

The league will adopt the following tie-breaking formula for determining playoff spots following the regular season league play:

- 1) Team with the most wins
- 2) Team with most points in games between the tied teams.
- 3) Team with fewest goals scored against
- 4) Team with most goals scored
- 5) A coin toss

However, in the event that teams tie for the final playoff spot, a single elimination game may be played at the home team that would have qualified if the formula had been followed, with the exception if Norman is involved in the tie, the formula will be used, due to financial and time constraints.

April 1997

(Formerly By-Law 33)



MANITOBA U18 AAA HOCKEY LEAGUE



By-Laws *as amended to April 2023*

SCHEDULING

BY-LAW 7.05 – SUNDAY GAMES

- a) No regular-season Sunday game may start after 3:00 pm. The exception to this motion would be the acceptance of the visiting team of a later start time and the approval of the Commissioner.
- b) No regular-season Sunday game which involves the visiting Norman Northstars may start after 1:30 pm. The exception to this motion would be the acceptance of Norman Northstars of a later start time and the approval of the Commissioner.
- c) No league game will start before 12:30 pm unless both the league and the opposition have agreed on an earlier start.

April 2019

April 2020
(Formerly By-Law 21)

BY-LAW 7.06 – BACK-TO-BACK GAMES INVOLVING SAME TWO TEAMS

For back-to-back games involving the same two teams at the same location, the second game must be started no later than 1:30 pm unless other arrangements are agreed upon by both teams. When the visiting team is playing a third game the following day the 1:30 pm start time is not in effect.

April 2018
(Formerly By-Law 20)

BY-LAW 7.07 – SCHEDULE CHANGES

For any change of locations after the schedule has been established there will be a fee of \$50.00 assessed to the home team. The exception to this regulation would be malfunction at the arena were the game was originally scheduled or a change due to the weather.

April 2011
(Formerly By-Law 61)

BY-LAW 7.08 – GAME POSTPONEMENTS

- a) There shall be no league games postponed for the purpose of exhibition games.
- b) There will be no rescheduling or relocation of league games permitted without the consent of the Commissioner. Any request for postponement or relocation shall be referred to the Commissioner at least seven (7) days prior to the rescheduling or relocation. Any notice less than seven (7) days must be referred to the management committee for decision.
- c) **Rescheduling games:** Any game that is postponed must be rescheduled within seven (7) days after the originally scheduled date. Further, the game must be played prior to the final date of the league schedule. Failure to reschedule the game within the prescribed time will result in a \$100.00 fine to one or both teams.

April 2011

Note: In the event that a team gives the Commissioner at least seven (7) days' notice of the proposed change, the Commissioner shall decide whether the change will be permitted. If the change is permitted and a team fails to appear, its bond will be forfeited as well as the two points. In the event the Commissioner does not permit the change, the game will be considered as a postponed game and will be rescheduled. In the event that the team fails to reschedule, the league will set the time, date and place for said game. This would apply when a team had lost its ice for the scheduled time. In the event that the notice is less than seven (7) days, the above interpretation applies, except that the decision will be made by the management committee.



MANITOBA U18 AAA HOCKEY LEAGUE



By-Laws *as amended to April 2023*

- d) When a game is cancelled due to any other reason than inclement weather or rink problems, the team cancelling the game must reimburse the opposition for any additional expenses. Expenses must be approved by the league.
- April 2015*
- e) Unless covered by By-Law 7.08 – Game postponements, teams failing to attend a scheduled game shall forfeit said game; opposing team will be awarded a 1-0 win and two points in the standings.
- f) Per Hockey Canada Rule 2.2 section (a), a minimum of six eligible players in uniform (not necessarily a goaltender) is considered the necessary roster complement to participate in a game. To maintain a level of competitiveness, a minimum of eleven eligible players in uniform (not necessarily a goaltender) will be deemed as a roster fit to participate in a scheduled game.
- g) Teams forfeiting their participation in a scheduled game must reimburse the opposition for any expenses (i.e. game ice, administrative items, game officials, travel costs, etc.). Expenses must be approved by the league.
- h) Teams forfeiting their participation in a scheduled game must reimburse the opposition for lost revenues (where applicable) at a standard rate of \$250 (lost gate and 50/50 revenues).
- i) Teams forfeiting their participation in a scheduled game will be assessed a fine of not less than \$250.00 and not more than the league performance bond.

(Formerly By-Law 20)

8. ADMISSION

BY-LAW 8.01 – ADMISSION TO GAMES

The maximum admission charge for any league game is \$10.00 for adults and \$5.00 for students and seniors. Children under 10 free admittance.

April 2023

(Formerly By-Law 59)

9. GAME PLAY & SCORING

BY-LAW 9.01 – CONDUCT OF A GAME

- a) There will be a grace period of 30 minutes allowed before a game is called on default, unless an accident or other serious reason is given for the delay.
- b) Games shall be played in accordance with the Hockey Canada and the National U18 special regulations.

April 2011 (Formerly By-Law 1)

BY-LAW 9.02 – GAME TIMEING & COUNT DOWN SYSTEM

The league will use the countdown system (time on the clock). The following fine structure is in place should teams not use this system in recording time for goals and penalties on the game sheet.

Fines:

- First offence - Written warning from the League;
- Second Offence - \$25.00 fine;
- Third Offence - \$50.00 fine;
- Subsequent offences - \$100.00 fine

May 1995 (Formerly By-Law 12)



MANITOBA U18 AAA HOCKEY LEAGUE



By-Laws

as amended to April 2023

BY-LAW 9.03 - GAME PUCKS & WARMUPS

- a) The home team shall be responsible for providing sufficient pucks for use of each team during warm up. Each team shall confine itself to its respective side of the center ice red line during the warm-up, and any player, coach or team official who instigates any incident by crossing the center ice red line, or creates an incident by verbal abuse shall be subject to league discipline, which can include fines and suspensions for actions detrimental to the league.
- b) **Warm up Procedures:** The clock shall be run for the warm-up. At the conclusion of the 15-minute warm-up, ALL players from both teams must be off the ice. The exception is that the home team should have NO MORE than three players on the ice who are responsible to pick up pucks. A team's failure to comply with this rule will result in a minor penalty being assessed, the penalty to be served by the team captain. Referees are expected to strictly enforce this rule. There is no room for discretion in the interpretation.

April 2013

(Formerly By-Law 11)

BY-LAW 9.04 – PERIOD BREAKS

Fifteen minutes will be set on the clock for period breaks.

April 2004

(Formerly By-Law 10)

BY-LAW 9.05 - ICING AND PENALTY FACE-OFF LOCATION

In every instance where a referee or linesperson calls (1) an icing or (2) a penalty resulting in a powerplay, the non-offending team shall choose the face-off location within the offending teams' defensive end.

April 2023

BY-LAW 9.06 – FACE-OFF POSITION AFTER A PENALTY

When players are penalized at a stoppage of play, so as to result in penalties to be placed on the penalty time clock to one team, the ensuing face-off shall be conducted at one of the two face-off spots in the offending team's end zone.

Exceptions:

- a) When a penalty is assessed after the scoring of a goal. (face-off at center ice)
- b) When a penalty is assessed at the end (or start) of a period. (face-off at center ice)
- c) When the defending team is about to be penalized and the attacking players enter the attacking zone beyond the outer edge of the end zone face-off circle. "Must keep two (2) men back of face-off circle on a scrum." (face-off in neutral zone)
- d) When the team not being penalized ices the puck. (face-off in the neutral zone outside the blue line of the team icing the puck).

April 2013

(Formerly By-Law 13)

BY-LAW 9.07 – TEAM ICING THE PUCK

When the offending team ices the puck, the team shall not be allowed to change the players "on the ice." Determination of players "on the ice" will be made when the puck leaves the offending player's stick.

Exceptions:

- a) If a penalty is called on a play that is a no-change icing that causes one team to be short-handed, both teams are permitted to make a line change.
- b) Should a team elect to utilize its team time-out at the stoppage of play of a no-change icing situation, both teams are permitted to make any substitution.

April 2014

(Formerly By-Law 14)



MANITOBA U18 AAA HOCKEY LEAGUE



By-Laws

as amended to April 2023

BY-LAW 9.08 – CLEARING THE PUCK OVER THE GLASS

When the defending team clears the puck over the glass while in its own end-zone, it will not be allowed to make a player change. Should the puck deflect off a player or the glass on its way out, a change is permitted.

Exception:

- a) Should the goaltender clear the puck over the glass, the goaltender would still be assessed a minor penalty for delay of game.

April 2013

(Formerly By-Law 15)

BY-LAW 9.09 – SKATING PAST BENCH AFTER A GOAL

Any team that has a player(s) skate past an opponent's bench after that team has scored a goal shall be penalized with a bench minor.

April 2000

(Formerly By-Law 17)

BY-LAW 9.10 – TIME OUT

Teams shall be permitted one 45-second time out during the course of each game. The clock shall be set for the time period. This means one time out during the entire game. (Formerly By-Law 16)

BY-LAW 9.11 – OVERTIME / SHOOT-OUT

During league play, if at the end of regulation time, the score is tied, the teams will play an additional five (5) minutes of sudden-victory overtime. The overtime shall be played at numerical strength of 3 on 3, plus goaltenders.

April 2018

Additional penalties to be assessed will be consistent with rules in regulation time.

The overtime period will commence immediately following a two-minute (2) rest period during which time the players shall remain on the ice. The teams will not change ends for the overtime period.

Penalties carrying into overtime

If there is a manpower advantage situation that carries over from regulation time, the following criteria will be applied at the start of overtime. Accordingly, if at the end of regulation time, the teams are 5 on 4, overtime begins with 4 on 3.

When the regulation time ends with an on-ice manpower strength of 5 on 3, teams will commence the overtime with a strength of 5 on 3. With the expiration of penalties, due to continuous action, player strength may get to 5 on 4 or 5 on 5. At the first stoppage of play following, player strength must be adjusted to 4 on 4 or 4 on 3.

If at the end of regulation time, teams start 3 on 3, overtime starts 3 on 3. Once player strength reaches 5 on 4 or 5 on 5, at the next stoppage of play player strength will be adjusted to 4 on 3 or 4 on 4.

If at the end of regulation time, teams are 4 on 4, with player or players in the penalty box serving non-coincidental penalties, overtime starts with 4 on 4 and players exit the penalty box as normal to 5 on 4 or 5 on 5. At the first stoppage of play, teams will adjust to 4 on 3 or 4 on 4 as appropriate.

Penalties in overtime

If a team is penalized in overtime, teams play 4 on 3.

If a team is penalized in overtime, such that a two-man advantage is called for, then the offending team will remain with three (3) skaters, while the non-offending team will be permitted a fifth skater.

At the first stoppage of play after the two-man advantage is no longer in effect, the numerical strength of the team will revert back to either a 4 on 4 or a 4 on 3 situation as appropriate.



MANITOBA U18 AAA HOCKEY LEAGUE



By-Laws

as amended to April 2023

Shootout

If the game remains tied after the overtime period, a shootout to break the tie will be held. The shootout will consist of three shooters from each team. The home team will have the option of shooting first or having the visiting team shoot first. Thereafter, the teams will rotate shooters. All players are eligible to participate in the shootout unless they are serving a 10-minute misconduct at the conclusion of overtime, or have been ejected from the game.

Each team will name its three shooters and give the information to the referee.

Should the game remain tied, each team will have one more shooter until the tie is broken. Players may shoot more than once after the initial shootout, but there must be at least one other shooter participating between each player's turn for his team.

April 2011

(Formerly By-Law 18)

BY-LAW 9.12 - SHAKING HANDS

Players will shake hands at the conclusion of regular-season games. Handshakes to continue as current practice for teams at the conclusion of a playoff series.

April 2016

(Formerly By-Law 24)

BY-LAW 9.13 - GAMES CALLED BEFORE REGULATION TIME EXPIRES

a) In the case where a game is called before the end of regulation time, the team(s) causing the game to be incomplete will be assessed a fine of not less than \$250.00 and not more than the league performance bond. The league management committee will review the game and determine whether the game results will stand as played to that point, the game should be replayed or any other result. The league management committee will determine the amount of the fine based on the above guidelines.

May 1995

b) In the case where a team leaves the ice at any time other than the conclusion of a period, a team will be assessed a fine of not less than \$250.00 and not more than the league performance bond. Should the team not return to complete the game, the league will review the game and determine whether the game results will stand as played to that point, the game should be replayed or any other result. The Commissioner will determine the amount of the fine based on the above guidelines. The team that is fined may appeal the decision to the league management committee.

April 1997

(Formerly By-Law 23)

BY-LAW 9.14 - GAME STATISTICS

Teams must ensure both the game sheet and the online scoring are done correctly and accurately. The game sheet and online scoring must be reconciled immediately after the game (preferably after each period).

Fines: First offence – written warning from the league.

Second and subsequent offences - \$25.00.

April 2015

(Formerly By-Law 19)

BY-LAW 9.15 – EMAILING GAME SHEETS

All game sheets must be emailed to the Commissioner and statistician immediately following the game. Should game sheets not be received by the designated time, the following fine structure would apply.

Fines: 1st offence - written warning

2nd offence - \$25.00 fine

3rd offence and subsequent offences - \$50.00 fine.

April 1996

(Formerly By-Law 9)



MANITOBA U18 AAA HOCKEY LEAGUE



By-Laws *as amended to April 2023*

10. SUSPENSIONS & FINES

BY-LAW 10.01 – PLAYER SUSPENSIONS

- a) Any players suspended in league play must serve the full suspension during league play in addition to any suspension in accordance with the Hockey Canada rules.

May 1995
- b) Any affiliate player who plays with a league team and is suspended in league play must serve the full suspension with the league team he is affiliated with, in addition to any suspension he must sit out with the team he is registered with in accordance with the Hockey Manitoba rules.

May 1995
- c) **Suspension Guidelines:** The league management committee shall be empowered to assess additional penalties depending on the circumstances, especially for players with repeated major infractions.

(Formerly By-Law 31)

BY-LAW 10.02 – FIVE-MINUTE MAJOR RULE

Should a player incur a major penalty and game misconduct for any offence, at any time in the game, the player will be suspended for one game. Should this occur in the last 10 minutes or overtime, then the player would incur a second game suspension. (Same as the hit from behind rule.)

April 2013
(Formerly By-Law 28)

BY-LAW 10.03 - MATCH PENALTY SPECIAL RULES

A team shall lose one spot on its 20-man roster for each player who is sitting out a suspension due to a match penalty. The spot will be reinstated upon the completion of the suspension or a loss of that specific spot for three games, whichever comes first.
Note: This means that if a player has been suspended for five (5) games, the team can only dress 19 players until the team has played three games since the date of the infraction. This only applies to MATCH PENALTY SUSPENSIONS. This applies to league and playoff games.

April 1996
(Formerly By-Law 29)

BY-LAW 10.04 – PENALTY MINUTES

- a) Any player who accumulates in excess of 100 minutes in penalties shall incur an automatic suspension using the following:
 1. In excess of 100 minutes (101 minutes) - 1 game suspension
 2. Each additional 25 minutes over 100 minutes (126, 151) - 1 game suspension
- Note 1:** All major penalties, including gross and match penalties, will count in accumulation totals.

April 2015
- Note 2:** At the start of playoffs, all penalty minutes are reset to zero.

April 2017
(Formerly By-Law 27)

BY-LAW 10.05 - MISCONDUCTS AND GAME MISCONDUCTS

- a) Players incurring multiple misconducts (including misconducts, game misconducts, match penalties, and gross misconducts) shall be suspended as follows:
 - On the 4th misconduct a player shall receive a one (1) game suspension
 - On the 5th misconduct a player shall receive a one (1) game suspension
 - On the 6th misconduct a player shall receive a two (2) game suspension
 - On the 7th misconduct a player shall be suspended indefinitely until his case is reviewed, but will be suspended no less than three (3) games.
- Note:** At the start of playoffs, all misconducts are reset to zero.

April 2017 (Formerly By-Law 27)



MANITOBA U18 AAA HOCKEY LEAGUE



By-Laws *as amended to April 2023*

BY-LAW 10.06 - FIGHTING SUSPENSIONS

a) **Fighting Majors.** Players and team officials incurring a Fighting Major shall be suspended as follows:

- First Offence: 1 Game
- Second Offence: 2 Games
- Third Offence: 3 Games
- Forth and Subsequent Offences: Indefinite Suspension

April 2013

b) **Two fights at same stoppage of play**

(i) If there are two fights at the same stoppage of play, the Commissioner will review the incident with the referee and any other pertinent witnesses. All players may receive a one- game suspension, over and above any other suspensions that the player may incur due to the accumulation of penalties, time of the incident, etc.

April 2009

(ii) **Fine:** Any team involved in a situation where two fights occur at the same stoppage of play, an automatic \$50.00 will be a minimum fine assessed to each team. If it is a second or third occurrence for that team, the team will receive a minimum of \$150.00 fine. After that it doubles.

a) **Three or more fights at same stoppage of play**

(i) Any player who is involved in a fight at the same stoppage of play where more than two fights occur, the players will be suspended for one game, over and above any other sus- pensions that the player may incur due to the accumulation of penalties, time of the incident, etc.

(ii) Any player who is involved in more than one fight at the same stoppage will receive a three-game suspension over and above and other suspensions that the player may have incurred due to these penalties.

(iii) **Fine:** Any team that is involved in a situation where three or more fights occur at the same stoppage of play, an automatic \$200.00 will be a minimum fine assessed to each team. If it is a second occurrence for that team, there will be a minimum of \$500.00 fine. After that it doubles

April 2009

Second fight in the same stoppage of play: Rule 59 c) from the Hockey Canada rule book. Any player joining in a fight, acting as a peacemaker or taking part in another fight during the same stoppage of play, will be assessed a Game Misconduct penalty plus any other penalty the offender occurs under the rules. Thus if a player is involved in a fight during the same stoppage of play as an initial fight, that player will receive a fighting major, a game misconduct for the fight and a second game misconduct under the rule above. That is a 25-minute penalty plus suspension. Make your players aware of this rule.

Note: this rule gives every player fighting in a multiple fight situation, a one-game suspension plus any of the other penalties.

April 2009

(Formerly By-Law 27)

BY-LAW 10.07 – DOUBLE HEADER SUSPENSION RULES

In double header games, (which are defined as consecutive games played by the same teams on the same weekend with the same home team), players suspended may not be re- placed by affiliate players.

April 2013

(Formerly By-Law 30)



MANITOBA U18 AAA HOCKEY LEAGUE



By-Laws *as amended to April 2023*

BY-LAW 10.08 - INELIGIBLE PLAYERS

Any team using an ineligible player or team official shall forfeit all games in which such ineligible person was used and the coach(es) responsible for the offense shall be automatically suspended. There will also be a minimum \$200 fine. Ineligible players include: suspended players, players over maximum penalty minutes or misconduct totals, players over the maximum affiliate player games, players not rostered properly plus any other reason a player is deemed ineligible.

April 2016
(Formerly By-Law 27)

BY-LAW 10.09 – TEAM FINES AND SUSPENSIONS

Teams shall be fined for the following reasons:

- a) Failure to attend league meetings - \$250.00
- b) Failure to respond to league directives or meet league deadlines - \$25.00. Continued failure will result in a doubling of the fine. Third failure will continue in doubling of fines.
- c) Any team failing to show up for a scheduled game may be fined by the management committee.
- d) Should a team be suspended in playoffs, the series will be automatically forfeited.
- e) All suspensions incurred in any playoff series shall be examined individually.
- f) The collection of fines will be submitted one time — at the April meeting.

(Formerly By-Law 26)

BY-LAW 10.10 - ACTIONS DETRIMENTAL TO THE LEAGUE

Conduct deemed to be detrimental to play in the league will be fined as follows:

- a) For each suspension handed down by league officials to any team members or officials, a team fine of a minimum of \$100.00 and, depending on the severity of the action, may be as high as the team’s performance bond.
- b) For each succeeding suspension to the same team member or official, the fine will be doubled, i.e. \$200.00, \$400.00, etc.

April 2013
(Formerly By-Law 25)

BY-LAW 10.11 – COLLECTION OF FINES

The collection of fines will be submitted one time – at the April meeting.

April 2013
(Formerly By-Law 35)

11. AWARDS

BY-LAW 11.01 – ALL-STAR NOMINATIONS

All teams must nominate a complete slate of players on the team’s all-star nomination form. A \$50.00 fine would apply if the form is not completed in its entirety. A complete slate is defined as – 3 forwards, 2 defencemen, and 1 goaltender.

April 2013
(Formerly By-Law 36)

12. FINANCIALS

BY-LAW 12.01 – BANKING

- a) The league shall maintain its accounts in a Chartered Bank and/or Credit Union
- b) The treasurer shall submit a financial statement at the end of the fiscal year.
- c) That an audit be done prior to the appointment of a new treasurer.

April 2011



MANITOBA U18 AAA HOCKEY LEAGUE



By-Laws *as amended to April 2023*

(Formerly By-Law 46)

BY-LAW 12.02 – STIPENDS

President - \$1,000.00
Vice-Presidents - \$500.00
Director of Officiating - \$4,000.00

April 2022

(Formerly By-Law 48)

BY-LAW 12.03 – LEAGUE MANAGEMENT COMMITTEE EXPENSES

Milage (\$0.45 per kilometer both ways) and meal allowances (\$50.00 per day based on \$10.00, \$15.00, \$25.00) shall be paid as per Hockey Manitoba guidelines.

(Formerly By-Law 50)

BY-LAW 12.04 – TRAVEL SUBSIDY

The subsidy to travel to Norman for playoffs be \$3,000.00, all other conditions remain the same. Norman is ineligible for the travel subsidy for the preliminary round only.

April 2004

(Formerly By-Law 42)

BY-LAW 12.05 – OUT-OF-PROVINCE TRAVEL

- a) The President, or his designate, shall accompany teams competing in Regional or National Championships, with his expenses being paid by the league.
- b) Any Team travelling out of province for the Hockey Canada Regional U18 Tournament will receive \$3,000.00. This will be derived from the league and from a Hockey Manitoba bingo.

January 2000

(Formerly By-Law 38)

BY-LAW 12.06 – ALL-STAR GAME / SHOWCASE EVENT

The host committee of these events may receive a grant of up to \$5,000.00.

April 2015

(Formerly By-Law 37)

BY-LAW 12.07 – BINGOS

The league will apply for a full evening bingo through Hockey Manitoba each season.

April 1997

(Formerly By-Law 41)

BY-LAW 12.08 – PLAYOFF ASSESSMENT

For each home game a team has during the playoffs, there will be a \$50.00 assessment.

September 1990

(Formerly By-Law 35)

13. MISCELLANEOUS

BY-LAW 13.01 – LEAGUE PASSES

That the league will provide league passes for league executive, sponsors, scouts (if they buy a package) and league coaches.

Teams are to keep their passes and pass them on to new team personnel.

April 2019

(Formerly By-Law 62)

BY-LAW 13.02 – SCOUT PACKAGES

That the Scout Packages fees be established as follows:

- Package A: \$150.00 Three league passes and online profile book
- Package B: \$125.00 Two league passes and online profile book



MANITOBA U18 AAA HOCKEY LEAGUE



By-Laws *as amended to April 2023*

- Package C: \$100.00 One league pass and online profile book
- Package D: \$60.00 Online profile book

(Formerly By-Law 39)

BY-LAW 13.03 – WEB SITE POLICY

- a) The team links on the website must be hockey appropriate in relation to other sites linked to it.
- b) Contents of the website are to be positive in nature. There are to be no personal comments relating to players, coaches or referees, or anyone who has a relationship to the Manitoba U18 AAA Hockey League or Hockey Manitoba.
- c) No Manitoba U18 AAA Hockey League team will have a chat room for any commentary.
- d) Violations of this policy may result in a \$200.00 fine.

April 2008
(Formerly By-Law 44)

BY-LAW 13.04 – TROPHIES RETURNED

The fine for not returning the trophies by the designated time be \$50.00

April 1997
(Formerly By-Law 40)

BY-LAW 13.05 – HOSTING REGIONAL CHAMPIONSHIPS

On the years that Hockey Manitoba hosts the Western Regional AAA Championship and the host team wins the league championship, then the league runner-up will be the Manitoba representative to the Western Regional Championship.

April 2006
(Formerly By-Law 45)

BY-LAW 13.06 – AMENDMENTS TO THE BY-LAWS

- a) The by-laws may be amended by the submission of a notice of motion to the Commissioner a minimum of 30 days prior to the league annual meeting. The Commissioner shall circulate said notices of motion to the members a minimum of 14 days prior to the annual meeting.
- b) The giving of notice hearing may be waived by a two-thirds majority vote of those present and eligible to vote.

(Formerly By-Law 53)

14. APPEALS & PROTESTS

BY-LAW 14.01 – PROTESTS

- a) Protests and all evidence in support thereof must be in duplicate and signed by the President and the secretary or manager of the protesting club. Protests and evidence in support thereof must be in the hands of the league within 48 hours of the advertised time of the match and must be accompanied by a deposit of \$250.00 which sum shall be forfeited to the league should the management committee, whose decision shall be final, disallow the protests. Should the protest be allowed, \$150.00 of the deposit will be returned to the protesting team. Service in all cases herein may be made by facsimile transfer or by email.
- b) A copy of said protest and the evidence thereof must be served upon the protested club within 48 hours after the said match. The club protested shall be allowed 36 hours to file a defense and evidence with the President, which must be accompanied by a deposit of \$250.00 to be forfeited to the league, should the management committee, whose decision is final, allow the protest. A copy of the defense must also be sent to the protesting club. Should the protest be disallowed, \$150.00 of the deposit will be returned to the club protested against.

April 2008

April 2002



MANITOBA U18 AAA HOCKEY LEAGUE



By-Laws

as amended to April 2023

- c) A reply to the said defense may be entered by the protesting club, provided a copy thereof is served upon the protested club at least 12 hours before the time fixed for hearing the protest by the management committee.
- d) Personal service on any of the recognized officers of a club, or service by post on either the president or secretary of a club shall be deemed to be sufficient service in any case and the protest is to be considered if it is shown that the evidence has been sent by post in time to reach the protested club within the time limit fixed by the rules. Each of the clubs interested may be represented at the hearing of the protest and no member of the management committee who is affiliated with any of the teams involved may sit on any protest meeting. The meeting may be held by conference call.
- e) No protest can be considered over a referee's decision as to fact, such as the scoring of goals.

(Formerly By-Law 55)

BY-LAW 14.02 – APPEALS

Any player, coach, manager or team shall have the right to appeal in regards to any decision of the management committee, providing the following conditions are met:

- a) An appeal is sent to the President within 24 hours of the decision of the management committee outlining all reasons for said appeal which is to be dealt within four (4) days. Service in all cases herein can be made by email.
- b) All appeals must be accompanied with a non-refundable cheque in the amount of \$250.00 payable to the league.
- c) The President shall appoint an appeal board of three (3) directors or executive members which shall render its decision within four (4) days.

May 1995

(Formerly By-Law 56)

BY-LAW 14.03 – RECOURSE TO HOCKEY MANITOBA

Any recourse to Hockey Manitoba of any jurisdiction by any member, before all rights of appeal and all the rights of remedies of the Constitution and By-Laws of the Association shall have been exhausted, shall be deemed to be a violation and breach of these By- Laws, and a violation and breach of the league management decisions, and shall result in the automatic indefinite suspension of such member from league activities and games.

- a) Any member team, manager, coach, player who has sought Hockey Manitoba action before exhausting all proper procedures of appeal will be liable for any expenses and disbursements incurred by the league.
- b) Until all expenses are paid, at the discretion of the President, the right of membership of the said party will be suspended.
- c) Any team, manager, coach or player who having exhausted the appeals procedures within the league and proceeds with an appeal to the Hockey Manitoba will be liable for all league expenses, which are incurred by the league as a result of said appeal to the Hockey Manitoba, should Hockey Manitoba rule in favour of the league prior to reinstatement of said party's membership with the league.

September 1995

(Formerly By-Law 57)



MANITOBA U18 AAA HOCKEY LEAGUE



POLICY

as amended to April 2023

POLICY

CONFLICT OF INTEREST POLICY

POLICY

The Manitoba U18 AAA Board of Directors and Elected Officers, League appointments and Team Directors are expected to place the public, parents and participants interests first in carrying out their duties. This involves avoiding, or effectively resolving conflict of interest situations where their personal interest improperly influences, could reasonably be perceived to improperly influence, or could reasonably be foreseen to improperly influence the performance of their duties and responsibilities. Ultimately these situations must be in the best interest of the public, parents and participants interests.

APPLICATION OF THE POLICY

This Policy applies to all members of the Board of Directors and Elected Officers, League appointments and TEAM Directors.

For those listed above they must not directly or indirectly:

- Place themselves in a situation in any official matter where there is a private or personal interest where they cannot be objective in their actions or decisions.
- Undertake a business transaction or other private arrangement for personal profit or have any financial or other personal interest that is in conflict with their duties or responsibilities as a volunteer or in receipt of an honorarium within the organization.
- Seek or receive personal or private gain by granting preferential treatment to any persons while performing their duties.
- Seek or accept personal or private gain from the use of information acquired during the course of their duties that is based on confidential information.

PROCESS

1. Should a member of Board of Directors and Elected Officers, League appointments and Team Directors suspect they are, may be reasonably perceived to be, or may reasonably foresee being in a conflict of interest situation, they must immediately disclose.
2. An Agenda item of "Conflict of Interest" will be added to every League meeting. Members will be asked individually if they have any Conflicts to declare. The disclosure and disposition will be recorded in the meeting minutes.
3. All other disclosures will be made to the Commissioner of the league in a written form outlining the potential or perceived Conflict.
4. The Commissioner may request additional information.
5. The Commissioner will render a decision in writing advising that a conflict does or does not exist related to the policy and if so, give direction on how the Conflict is to be resolved.
6. If there is a disagreement with the decision and direction of the Commissioner there can be an appeal outlining the reasons for the appeal to the President of the League.
7. The decision of the President will be final.



MANITOBA U18 AAA HOCKEY LEAGUE



POLICY

as amended to April 2023

VIDEO REVIEW POLICY

POLICY

Team Officials (Directors, Managers or Head Coaches) shall be permitted to request video review for the purpose of correcting an on-ice penalty (Called or Not Called).

All video shall be permitted, whether through the HockeyTV broadcast or otherwise.

Procedure:

1. Within 24 hours of the conclusion of the game, a Team Official shall submit Video Review Requests to the Commissioner by email specifying the (1) the date of game; (2) the specific time of the Broadcast on HockeyTV, or if another video is submitted, the time on that video; (3) the infraction at issue; and (4) any additional commentary.
2. The Commissioner shall forward the request along with a clip of the incident to the Director of Officiating.
3. The Commissioner and Director of Officiating shall review the incident independently.
4. The Director of Officiating shall provide a brief written opinion of the incident to the Commissioner that includes (1) his/her opinion as to the correctness of the call on the ice; (2) his/her opinion of the correct call; and (3) a recommendation as to the number of games the player should be suspended, if any.
5. The Commissioner shall review the opinion of the Director of Officiating and issue suspensions or fines in accordance with the Duties of the Commissioner.



MANITOBA U18 AAA HOCKEY LEAGUE



POLICY

as amended to April 2023

DISCRIMINATION, HARASSMENT, BULLYING AND ABUSE POLICY

Version 1.1

1. ADOPTION OF HOCKEY CANADA PRINCIPLES AND PRACTICES

With appropriate modifications to address legislative and related requirements in this province, the Manitoba U18 AAA Hockey League (hereafter referred to as “**MB U18 AAA**”) has committed to adopting and implementing a policy to address the unacceptable behaviors of discrimination, harassment, bullying and abuse that reflects the principles and practices established by *Hockey Canada’s Bullying, Harassment and Abuse Prevention Policy*.

2. MB U18 AAA’S COMMITMENT

As promotor and operator of minor hockey within in jurisdiction, MB U18 AAA recognizes:

- a. A duty to act in a manner consistent with existing legislation, in particular the *Manitoba Human Rights Code*, the *Workplace, Safety and Health Regulation* and *The Child and Family Services Act*;
- b. The importance of establishing fair play and sportsmanship, including ensuring the maintenance of a climate of respect for all participants in its programs, including all MB U18 AAA players, team officials, game officials, and members;
- c. The importance of providing hockey opportunities for all people regardless of background; and
- d. That all MB U18 AAA players, members, and personnel have a right to participate, learn, work, and play in an environment that promotes equal opportunities and prohibits discriminatory, harassing, bullying and abusive practices.

MB U18 AAA is therefore committed to providing a positive and respectful hockey experience for all hockey participants in a safe and sportsmanlike environment where individuals or groups of individuals are free from discrimination, harassment, bullying and abuse. MB U18 AAA is equally committed to providing a safe and respectful work environment for its employees. Unacceptable conduct, as defined by this Policy, in any form, will not be tolerated. MB U18 AAA will make every reasonable effort to respond quickly and effectively to complaints or disclosures of unacceptable conduct.

3. SCOPE AND APPLICATION OF POLICY

This Policy applies to all individuals participating in the activities, programs, events, or business of MB U18 AAA including, but not limited to, players, coaches, team managers, trainers, game officials, persons elected or appointed as officers or officials under the bylaws and/or constitution of MB U18 AAA or its Area Associations, MB U18 AAA employees and volunteers. This Policy also applies to the parents and/or guardians of MB U18 AAA players insofar as they are expected to make every reasonable effort to uphold a respectful hockey environment for those players and the individuals participating in MB U18 AAA activities, programs, events or business with them.

This Policy applies to discrimination, harassment, bullying and abuse that occurs during the course of all MB U18 AAA business, programs, activities and events, including, but not limited to, the administration of the game competition, team practices, training camps, exhibitions, meetings and travel associated with these activities. Unacceptable conduct arising during the business, activities, programs and/or events of other organizations not affiliated with MB U18 AAA shall be dealt with using the policies and procedures of those organizations.



MANITOBA U18 AAA HOCKEY LEAGUE



POLICY

as amended to April 2023

Note: The Kenora Thistles are covered by the Policies of the Hockey Northwestern Ontario Association. Complaints regarding Abuse and Harassment. On ice matters such as Racial Slurs may be dealt by the League if the complaint was as result of an on-ice League game.

4. **RIGHTS AND RESPONSIBILITIES OF ALL PERSONS PARTICIPATING IN ACTIVITIES, PROGRAMS OR BUSINESS OF MB U18 AAA**

4.1 All person participating in the activities, program, events, or business of MB U18 AAA:

- a. are entitled to participate, learn, work and play in a respectful environment free of discrimination, harassment, bullying and abuse;
- b. have the responsibility to treat each other with respect and to refrain from any form of unacceptable conduct, and to speak up if they, or others to whom this Policy applies are being subjected to unacceptable conduct, as defined by this Policy;
- c. have the responsibility to take all reasonable steps to safeguard the welfare and well-being of MB U18 AAA's participants and members and protect them from any form of unacceptable conduct, as defined by this Policy; and
- d. are responsible for reporting to MB U18 AAA any complaint of unacceptable conduct;
- e. have a responsibility to cooperate in the investigation of a complaint made pursuant to this Policy. Anyone who gives evidence in an investigation or who is otherwise involved in the complaint process must keep this information confidential, except when it is necessary to deal effectively with the complaint or if disclosure is otherwise required by law.

5. **MB U18 AAA'S RESPONSIBILITIES**

5.1 MB U18 AAA is responsible for:

- a. ensuring as much as is reasonably practical, that no individual or group participating in the activities, programs, events or business of MB U18 AAA is subjected to unacceptable conduct, as defined by this Policy;
- b. making every reasonable effort to act promptly and effectively to deal with complaints or disclosures of unacceptable conduct;
- c. taking corrective action against anyone under their direction who subjects an individual or group participating in the activities, programs, events or business of MB U18 AAA to unacceptable conduct; and
- d. keeping confidential information regarding the identity of persons involved in a complaint or disclosure of unacceptable conduct as well as the circumstances of such complaint or disclosure, unless release of such information is required to investigate a complaint, take corrective action as a result of a complaint or otherwise by law. This shall not preclude publication of the final outcome of any matter, where a sanction imposed under this Policy includes publication



MANITOBA U18 AAA HOCKEY LEAGUE



POLICY

as amended to April 2023

6. DEFINITIONS – UNACCEPTABLE CONDUCT

Unacceptable conduct is defined under this Policy to include:

6.1 Abuse

- a. **Abuse** means any form of physical, emotional and/or sexual mistreatment or lack of care which causes physical injury or emotional damage to a child. For the purposes of this definition, “child” is defined as a person under the age of 18 years who is a MB U18 AAA member/participant. Physical Abuse is when a person in a position of power or trust purposefully injures or threatens to injure a child. This may take the form of slapping, hitting, shaking, kicking, pulling hair or ears, throwing, shoving, grabbing, hazing or excessive exercise as a form of punishment.
- b. **Emotional Abuse** is a chronic attack on a child’s self-esteem. It is psychologically destructive behaviour by a person in a position of power, authority or trust. It can take the form of name-calling, threats, ridiculing, berating or intimidating comments, isolation, hazing or ignoring a child’s needs.
- c. **Sexual Abuse** occurs when a child is used by an older child, adolescent or adult for his or her own sexual stimulation or gratification with or without the child’s consent. Sexual Abuse may involve physical contact (such as fondling or forced intercourse) or may involve no physical contact at all (such as being shown pornography or being subjected to sexually intrusive questions or comments).
- d. **Neglect** is chronic inattention to the basic necessities of life such as clothing, shelter, proper supervision, medical and dental care, etc. Neglect may occur in the hockey setting where there is chronic inattention to the needs of a player such as when a player is made to play with injuries, equipment is inadequate or unsafe, or road trips are not properly supervised.

6.2 Discrimination

Discrimination means, except where bona fide and reasonable cause exists, or where it is based upon bona fide and reasonable requirements or qualifications, the differential treatment, whether intended or not, of an individual or group of individuals based on:

- a. an individual’s actual or presumed membership in or association with some class or group of persons, rather than on the basis of personal merit; or
- b. any of the following categories:
 - i. An ancestry or place of origin,
 - ii. race,
 - iii. color,
 - iv. nationality or national origin,
 - v. ethnic background,
 - vi. religion or religious belief, creed, association or activity,



MANITOBA U18 AAA HOCKEY LEAGUE



POLICY

as amended to April 2023

- vii. age,
- viii. sex,
- ix. gender-determined characteristics,
- x. gender identity,
- xi. sexual orientation,
- xii. marital or family status,
- xiii. source of income,
- xiv. political belief, political association or activity,
- xv. physical size or weight,
- xvi. physical or mental disability or related characteristics or circumstances.

Examples of discrimination may include, but are not limited to:

- a. Behaviour stating or implying actual or perceived abilities or inabilities based on any characteristic referred to in 6.2.b;
- b. Applying stereotypes or generalizations based on any characteristic referred to in 6.2.b;
- c. Unreasonable refusal to work with, play with or share facilities with a person or persons based on any characteristic referred to in 6.2.b.

6.3 Harassment (human rights-based)

Harassment is a form of discrimination. It is any objectionable or inappropriate conduct, comment, display, action or gesture by a person and made on the basis of any of the characteristics set out in section 6.2.b above.

6.3.1 Examples of harassment may include, but are not limited to:

- a. Unwelcome jokes, innuendos or teasing about a person's body, appearance, race, sexual orientation, etc.
- b. Racial or ethnic slurs;
- c. Displaying or circulating pictures, cartoons, or other offensive material;
- d. Unwanted or unnecessary physical contact including touching, patting or pinching;
- e. Any form of hazing (a humiliating and degrading initiation rite);
- f. Unwanted conduct, comments, gestures or invitations of a sexual nature which are likely to cause offence or humiliation or which might on reasonable grounds be perceived as placing a condition of a sexual nature on employment or on any opportunity for participation, training or advancement;
- g. A reprisal or threat of reprisal for rejecting a sexual solicitation or advance;
- h. Leering, ogling or other suggestive or obscene gestures; or
- i. Physical or sexual assault.



MANITOBA U18 AAA HOCKEY LEAGUE



POLICY

as amended to April 2023

6.4 Personal Harassment (Bullying)

Personal harassment or what is sometimes referred to as “bullying” is offensive behaviour that is not connected to any human rights-based characteristic. It is any conduct, comment, display, action or gesture that adversely affects a person’s psychological or physical well-being and:

- a. As a result of the behaviour being repeated, could reasonably cause the person to be intimidated or humiliated; or
- b. If only a single incidence, could reasonably have a lasting, harmful effect on the person.

6.4.1 Examples of bullying may include, but are not limited to:

- a. Personal ridicule (put-downs / teasing) or malicious gossip;
- b. Repeated or continuous incidents of inappropriate yelling, screaming or name-calling;
- c. Malicious or uncalled-for interference with another person’s work or role;
- d. Interfering with or vandalizing/damaging a person’s personal property;
- e. Physical or verbal abuse/violence, threats or intimidation;
- f. Insulting or derogatory comments, jokes or gestures;
- g. Repeated unjustified threats to remove or restrict opportunities or privileges;
- h. Shunning or ostracizing a person; or
- i. Any form of hazing.

6.5 What constitutes Harassment and/or Bullying – additional factors for consideration:

6.5.1 Harassment or bullying may involve individuals or groups and either peer or power relationships. Harassment can be physical or psychological in nature. It can occur between males and females and members of the same sex.

6.5.2 If behavior has the effect of creating a negative, hostile or uncomfortable environment, even if not directed at anyone in particular, the behaviour may still be considered harassment or bullying.

6.5.3 In extreme forms, harassment or bullying may be an offense under Canada’s Criminal Code and may require a report be made to the Police. Depending on the nature of the behaviour, it may also constitute abuse resulting in a triggering of the Duty to Report Abuse provisions set out below

6.5.4 Reasonable conduct of a person to whom this Policy applies in respect of the management and direction of MB U18 AAA employees or the management, direction and guidance of players and/or members is not harassment or bullying.

7. RESPONSE AND REMEDIES

7.1 MB U18 AAA recognizes that not all incidents of unacceptable conduct are equally serious in their consequences. Unacceptable conduct, as defined by this Policy, covers a wide spectrum of behaviours and the response to such conduct must be equally broad in range, appropriate to the behaviour in question as well as the persons involved and capable of providing a constructive remedy. There must



MANITOBA U18 AAA HOCKEY LEAGUE



POLICY

as amended to April 2023

be no summary justice or hasty punishment. The process of investigating and/or resolving any complaint of unacceptable conduct must be fair to and respectful of the rights of all parties.

- 7.2 Minor incidents of unacceptable conduct (e.g. inappropriate jokes) should be corrected promptly and informally, taking a constructive approach with the aim of bringing about a change in the negative attitudes and behaviour
- 7.3 More serious incidents of unacceptable conduct (e.g. a course of repeated taunting, any form of physical or sexual assault) or minor incidents of unacceptable conduct that are not corrected through informal action as set out in section 7.2 should be dealt with pursuant to the Procedures that apply to this Policy.
- 7.4 Persons to whom this Policy applies who are found to have violated the Policy may be subject to one or more of the following forms of discipline:
 - a. Requirement of verbal or written apology;
 - b. Letter of reprimand;
 - c. Referral to counselling or appropriate educational training;
 - d. Loss of certain privileges of membership or employment;
 - e. Suspension;
 - f. Demotion;
 - g. Fine or levy;
 - h. Dismissal or expulsion;
 - i. Publication of the details of the sanction; or
 - j. Any other sanction or disciplinary action which may be deemed appropriate.
- 7.5 In making a determination regarding appropriate discipline, consideration will be given to:
 - a. The nature of the relationship between the persons involved in the incident(s);
 - b. the age of the complainant;
 - c. the nature and severity of the behaviour committed;
 - d. whether the behaviour was an isolated incident or part of an ongoing pattern;
 - e. whether the offender had been involved in and/or disciplined for previous incidents of unacceptable conduct;
 - f. whether the offender admitted responsibility and expressed a willingness to change;
 - g. whether the offender retaliated against the complainant for filing a formal complaint;
 - h. whether any other form of penalty has been awarded against the offender for the incident(s) under MB U18 AAA's Rules and Regulations. A player who has received a penalty for conduct during a game that may also violate the Policy may still be subject to additional discipline under the Policy. A determination will need to be made as to whether the prior penalty is sufficient to also address the underlying purpose of this Policy and, in particular, sections 4 and 5;
 - i. whether any specific form of penalty for the behavior in question has been established by Hockey Canada; and/or
 - j. any other factor which may be deemed relevant in the circumstances.
- 7.6 Any person who makes a complaint which is determined to be clearly false, malicious or frivolous will be subject to discipline pursuant to section 7.4.
- 7.7 Anyone who retaliates or threatens to retaliate in any way against a person who has complained of unacceptable conduct, reported unacceptable conduct, participated in the investigation of a complaint



MANITOBA U18 AAA HOCKEY LEAGUE



POLICY

as amended to April 2023

of unacceptable conduct, or determined to have committed unacceptable conduct will be considered to have committed unacceptable conduct and be dealt with accordingly.

- 7.8 Interference with the conduct of an investigation into a complaint of unacceptable conduct by any person to whom this Policy applies may result in appropriate action being taken against that person by MB U18 AAA pursuant to this section;
- 7.9 Intentional or unnecessary breaches of confidentiality by any person to whom this Policy applies may be subject to appropriate action being taken by MB U18 AAA pursuant to this section.

8. DUTY TO REPORT ABUSE

Where any MB U18 AAA member (including team officials, game officials, MB U18 AAA officers or directors), any MB U18 AAA employees or volunteers and/or any parent/guardian of a participant has information that leads him or her reasonably to believe that in the course of MB U18 AAA business, activities, programs or events a child is or may be suffering or may have suffered abuse, that person shall immediately report the information to an Agency of Manitoba Child and Family Services and/or the Police. MB U18 AAA's Commissioner must be advised of the intent to report or that the matter has been reported.

MB U18 AAA will take no further action until such time as the Agency and/or Police have concluded their investigation(s), unless there is cause for taking action to protect the child from further harm, such as ensuring the alleged perpetrator is prevented from having contact with the child until the completion of the investigation.

If available, the report(s) of the investigation(s) carried out by the Agency and/or Police may be utilized as required by MB U18 AAA in order to appropriately administer the provisions of this Policy.

9. AWARENESS AND EDUCATION

- a. Training related to understanding discrimination, harassment, abuse and bullying and appropriate response to same for persons charged with responsibilities under this Policy;
- b. Providing educational materials and/or programs to members, participants, parents/guardians, volunteers, team officials, game officials and employees

10. DEVELOPMENT AND PROCEDURES

MB U18 AAA will develop procedures to give effect to this Policy, including:

- a. the appointment of appropriate personnel for receiving, investigating and resolving complaints made pursuant to the Policy;
- b. provisions to enable the informal resolution of complaints;
- c. provisions to address the investigation and disposal of formal complaints and any appeals relating to the disposal of such complaints.



MANITOBA U18 AAA HOCKEY LEAGUE



POLICY

as amended to April 2023

11. MONITORING

MB U18 will periodically monitor this Policy and all matters relating to it and make adjustments when they are determined to be needed. Any suggestions or concerns about this Policy should be brought to the attention of MB U18 AAA's Commissioner.

12. OTHER OPTIONS AVAILABLE

Whether or not a complaint is made under this Policy, any individual participating in the activities, programs, events or business of MB U18 AAA retains all other legal rights available to them, including but not limited to the ability to make a complaint to the Manitoba Human Rights Commission, or to Manitoba Workplace, Safety and Health or the Policy.

PROCEDURE

Version 1.1

a) Application

Procedure applies to all matters falling under the provisions of MB U18 AAA's Discrimination, Harassment, Bullying, Abuse Policy. These procedures have been adopted by MB U18 AAA in order to establish mechanisms that will enable individuals participating in the activities, programs, events or business of MB U18 AAA to participate, learn, work and play in a respectful environment free of discrimination, harassment, bullying and abuse

b) Definitions

For the purpose of these Procedures:

- 2.1. A Complainant is a person who discusses a concern or makes a complaint (an allegation, whether verbal or written) of unacceptable conduct, as that conduct is defined by the Policy;
- 2.2. A Respondent is a person against whom a concern is raised about or a complaint has been made;
- 2.3. An Official is any individual occupying a position of authority with MB U18 AAA, including limited to MB U18 AAA executive, directors, officers, team officials and game officials;
- 2.4. Organization is the MB U18 AAA Hockey League or regional team;
- 2.5. The Commissioner is the Commissioner of MB U18 AAA or his/her designate; and
- 2.6. The President is the President of MB U18 AAA or his/her designate.

c) Minor Instances of Unacceptable Conduct

Nothing in this Procedure prevents an Official or Organization or other appropriate person having authority from taking immediate informal and corrective disciplinary action in response to behaviour that, in their view, constitutes a minor incident of unacceptable conduct, as defined by the Policy.

d) Instances where Immediate Response may be Required

Complaints deemed unacceptable conduct arising during game competitions may be dealt with immediately, if deemed necessary, by an Official, provided the individual being disciplined is advised of the nature of the infraction and has an opportunity to provide information concerning the incident. In such situations, sanctions shall be for the



MANITOBA U18 AAA HOCKEY LEAGUE



POLICY

as amended to April 2023

duration of the competition only. Further sanctions may be applied but only after review of the matter in accordance with MB U18 AAA's Discrimination, Harassment, Bullying, Abuse Policy and this Procedure.

In the event that an alleged offense is so serious as to possibly jeopardize the safety of others, an Official may immediately remove the alleged offender from a MB U18 AAA activity, program or event pending an investigation of the complaint in accordance with this Procedure.

e) **Reporting Unacceptable Conduct**

- 5.1. A person who experiences, witnesses, or has reason to believe that unacceptable conduct has occurred is encouraged to make it known to the alleged offender as soon as is practicable that the behaviour is unwelcome, offensive and contrary to MB U18 AAA's Discrimination, Harassment, Bullying, Abuse Policy.
- 5.2. If confronting the alleged offender is not possible, or if after confronting the alleged offender the unacceptable conduct continues, the matter should be reported to the Commissioner immediately.

f) **Informal Resolution**

- 6.1. Once contacted by a Complainant, the Commissioner will serve in a neutral, unbiased capacity to receive information regarding the incident(s) and, where appropriate, assist in the informal resolution of the matter. If the Commissioner considers that he or she is unable to act in this capacity, the Complainant will be referred to a suitable member of MB U18 AAA's Executive.
- 6.2. If an informal resolution acceptable to the Complainant and Respondent is reached, then the Commissioner will:
 - a. Send a written communication to both parties, setting out the understandings and/or agreement. Receipt of this written communication must be acknowledged by both the Complainant and Respondent;
 - b. Assist in bringing about whatever administrative or other action is needed to implement the resolution;
 - c. Ensure that an appropriate record of the informal resolution is documented in MB U18 AAA's general files.

g) **Formal Complaint**

- 7.1. If the matter is not resolved informally, or if the unacceptable conduct continues or reoccurs, or if the Complainant chooses not to attempt to resolve the matter informally, the Complainant has the option to file a formal complaint.
- 7.2. The formal complaint shall:
 - a. Be in writing in a form acceptable to or which may be prescribed by MB U18 AAA;
 - b. Set out the particulars of the allegations, including, where possible, the dates, times and nature of the allegations, the persons involved, and the names of any witnesses to the behaviour;



MANITOBA U18 AAA HOCKEY LEAGUE



POLICY

as amended to April 2023

- c. Be signed and dated by the Complainant; and
- d. Be submitted to the Commissioner.

7.3. A complainant may request the assistance of the Commissioner to draft the formal complaint.

7.4. Persons who wish to file formal complaints are encouraged to do so at their earliest opportunity. It should be noted, however, that to be considered under the Policy all formal complaints must be filed within six months from the date of the most recent alleged violation of the Policy unless, in the discretion of the Commissioner, extenuating circumstances would warrant an extension of time.

h) **Applicability of the Complaint**

8.1. Upon receipt of the formal complaint the Commissioner, with advice from appropriate persons or professionals as needed, will review the allegation(s) to determine:

- a. Whether the alleged conduct falls within the definitions of unacceptable conduct established by the Policy;
- b. The nature of the complaint, including an initial assessment as to the seriousness of the alleged conduct; and
- c. Who the complaint involves.

8.2. If it is determined that the allegation(s) does not fall under the definitions set out in the Policy or that the complaint does not involve any person to whom the Policy applies then the Complainant shall be advised accordingly and no further action will be taken on the formal complaint. The Commissioner may recommend that other avenues be pursued by the Complainant in order to resolve the matter at issue.

8.3. If it is determined that the complaint does not involve any individual participating in the activities, programs, events or business of MB U18 AAA but may involve a member/participant of Hockey Manitoba or if the complaint raises issues within the exclusive jurisdiction of Hockey Manitoba, the Commissioner shall refer the complaint to Hockey Manitoba.

8.4. If it is determined that the complaint involves a person or persons to whom the Policy applies and the complaint is initially assessed as minor in nature, and if agreed upon by the parties, resolution may be attempted through mediation for such period of time that the Commissioner considers reasonable. Any such resolution may provide for withdrawal of the complaint or a portion thereof. Should mediation be unsuccessful or if at any time one or both of the parties decline to participate further with the resolution process, the Commissioner shall proceed to handle the matter pursuant to section 8.5.

8.5. If it determined that the complaint involves a person or persons to whom the Policy applies and the complaint is initially assessed as serious in nature, or if the Commissioner otherwise decides to proceed to handle a complaint pursuant to this section, the Commissioner shall advise the President and in consultation to determine how the investigation will be conducted.



MANITOBA U18 AAA HOCKEY LEAGUE



POLICY

as amended to April 2023

i) **MB U18-instituted investigation**

- 9.1. The Commissioner or President, in consultation with appropriate professionals and/or the Executive of MB U18 AAA, may request that an investigation be conducted in the absence of a formal complaint and in circumstances where s/he deems it appropriate to do so. The Procedures applicable to the investigation of a formal complaint and post-investigative response will apply, adapted as necessary to meet the particular circumstances.
- 9.2. Where the Commissioner believes there is sufficient evidence to warrant the Complainant making a formal complaint but the Complainant does not wish to do so, the Commissioner, in consultation with MB U18 AAA's Executive, may make a formal complaint on behalf of MB U18 AAA and proceed in accordance with these Procedures.

j) **Investigations**

- 10.1. Upon an investigation being launched, the following will apply:
 - a. Notify the Respondent that a complaint has been received and that an investigation is being commenced. The Respondent shall be provided with a signed copy of the formal complaint and copies of MB U18 AAA's Discrimination, Harassment, Bullying, Abuse Policy and Procedures;
 - b. Provide the Respondent with a reasonable opportunity to consult with a representative if to do so is desired;
 - c. Request the Respondent provide a written response to the complaint within a reasonable time;
 - d. Investigate the complaint, including interviewing the Complainant and the Respondent, and any other person deemed relevant to the investigation;
 - e. re-interview the parties to the complaint, as needed, in order to provide them with a full opportunity to respond to all pertinent information gathered during the investigation;
 - f. Carry out the investigation in a timely manner.
- 10.2. Upon the completion of the investigation, a written report which will set out:
 - a. The allegation(s);
 - b. All relevant information obtained during the course of the investigation;
 - c. An analysis of that information on a balance of probabilities; and
 - d. A recommendation that either:
 - i. No further action be taken because no breach of the Policy has been found to have occurred; or
 - ii. The complaint has merit and should be referred to the U18 AAA Review Committee; or
 - iii. The complaint has been shown to be clearly false, malicious or frivolous and should be referred to the U18 AAA Review Committee.

k) **Actions to be Taken Post-Investigation**

- 11.1. Upon receipt of a report from the investigator recommending that no further action be taken, the President will advise the Complainant and Respondent accordingly and may choose to provide them with a copy of the written report. The matter shall then be considered concluded.



MANITOBA U18 AAA HOCKEY LEAGUE



POLICY

as amended to April 2023

- 11.2. Upon receipt of a report recommending that the complaint should be referred to the U18 AAA Review Committee as it either has merit or has been shown to be clearly false, malicious or frivolous, the President shall advise the Complainant and Respondent of the findings of the investigator. The President will provide the Complainant and Respondent the opportunity to respond in writing to the investigator's findings. The President may establish such time frames for the provision of the written submissions as s/he deems necessary and reasonable.
 - 11.3. A Complainant or Respondent who has been provided with a copy of an investigator's report at the conclusion of the investigation into a complaint under this Procedure must not discuss, circulate, copy or otherwise disseminate any part of the report except as is necessary to seek advice and/or direction regarding the report from their representative, advisor or support person.
 - 11.4. Upon receipt of a written submission provided by either or both the Complainant or Respondent, or if no submissions are received by the time frames established by the President for their receipt, the President shall immediately appoint three individuals to serve as the U18 AAA Review Committee ("the Committee") and shall appoint one of these persons to serve as Chair of the Committee.
 - 11.5. The President shall forward a copy of the investigator's report and any written submissions received from the parties to the Committee which will then be responsible for deciding whether a breach of the Policy has occurred and determining the appropriate remedy in response to the complaint should such a breach be found as set out in sections 7.4 to 7.9 of the Policy.
 - 11.6. The Committee shall meet at such times and at such places as are necessary to come to a determination regarding remedy. In relation to matters involving a breach of the Policy by an employee of MB U18 AAA, the Committee will consult, as appropriate, with the Commissioner and/or the President in order to determine the proper disposition.
 - 11.7. A quorum of the Committee shall be all three Committee members appointed by the President. Decisions of the Committee shall be by majority vote.
- l) **Decision of the U18 AAA Review Committee**
- 12.1. Within 10 business days of the receipt of the investigator's report and any written submissions by the parties or as soon as is possible thereafter, the Committee will deliver its written decision to the President as well as the Complainant and Respondent. The written decision shall contain:
 - a. A summary of the facts, referring as necessary to the report;
 - b. A conclusion as to whether or not the Policy has been breached;
 - c. The disciplinary action, if any, to be taken against the Respondent for any breach of the Policy found to have occurred;
 - d. If determined to be necessary, measures to remedy or mitigate the harm or loss suffered by the Complainant, for any breach of the Policy found;
 - e. Any other measures that may be necessary to properly dispose of the complaint.
 - 12.2. Unless the Committee decides otherwise, any disciplinary sanctions determined to be taken against either the Complainant or Respondent shall take effect immediately.



MANITOBA U18 AAA HOCKEY LEAGUE



POLICY

as amended to April 2023

12.3. Failure by a member to comply with a sanction as determined by the U18 AAA Review Committee shall result in an automatic suspension of membership in MB U18 AAA until such time as the sanction is fulfilled.

m) **Appeals**

13.1. Both the Complainant and Respondent shall have the right to appeal the decision of the U18 AAA Review Committee . A notice of intention to appeal, along with the grounds for appeal, must be provided to the Commissioner within 5 business days of the Complainant or Respondent, as applicable, receiving the Committee's written decision. The notice must include the grounds upon which the decision is being appealed as set out in section 13.2;

13.2. Appeals may only be made on the following grounds:

- a. Members of the U18 AAA Review Committee did not follow the Procedure applicable to administering the Discrimination ,Harassment, Bullying, Abuse Policy;
- b. Members of the U18 AAA Review Committee reached a decision that could not be supported by the evidence;
- c. Members of the U18 AAA Review Committee reached a decision on remedy that was grossly unfair or unreasonable in all of the circumstances

13.3. The other party will be notified if a notice of appeal is received. The party will be provided with the grounds of the appeal and the opportunity to submit a response to the notice;

13.4. The appeal shall be heard by MB U18 AAA's Appeal Committee;

13.5. The Chairperson of the Appeal Committee shall, within 7 business days of receipt of a written appeal, arrange a date for the appeal hearing and give notice of the date to the Complainant and Respondent;

13.6. Representations are limited at an appeal hearing to those persons requested to, or approved to, appear by the Chairperson of the Appeal Committee;

13.7. The Appeal Committee has discretion to govern the hearing of the appeal in the manner it deems appropriate, provided that it adheres to section 13.8;

13.8. The decision of the Appeal Committee will be based on a review of the documentation regarding the complaint, including the complaint and any reply by the Respondent, the report of the investigator, any submissions made by the parties in response to the investigator's findings, the decision of the U18 AAA Review Committee , the notice of appeal and any representations in response to the appeal permitted by the Appeal Committee;

13.9. In deciding the appeal, the Appeal Committee may uphold the decision of the U18 AAA Review Committee , substitute its decision for that of the U18 AAA Review Committee or it may modify;

13.10. A ruling by the Appeal Committee with respect to an appeal filed pursuant to this section is final and binding on all parties.



MANITOBA U18 AAA HOCKEY LEAGUE



POLICY

as amended to April 2023

n) **Record Keeping and Confidentiality of Records**

- 14.1. Once a formal complaint has been disposed of pursuant to these Procedures, the Commissioner shall keep a secure record of all relevant documents including, but not limited to:
 - a. The formal written complaint;
 - b. Any written reply to the complaint received by the Respondent;
 - c. Any informal or mediated resolutions (set out in writing and agreed to by the parties);
 - d. Investigator's report;
 - e. Any responses received by the parties to the investigator's report;
 - f. Decisions of the U18 AAA Review Committee;
 - g. Notice of appeal (if any) and related documentation;
 - h. Decisions of the Appeal Committee; and
 - i. Any other related correspondence.
- 14.2. MB U18 AAA recognizes the sensitive nature of matters falling within the Discrimination, Harassment, Bullying, Abuse Policy and these Procedures and, in particular, the difficulties associated with coming forward with a complaint of unacceptable conduct and with being accused of unacceptable conduct. MB U18 AAA recognizes the interests of both the Complainant and Respondent in keeping any matter being dealt with under the Policy confidential;
- 14.3. However, no absolute guarantee of confidentiality of the information and/or documentation provided to or obtained by MB U18 AAA pursuant to these Procedures can be provided. Disclosure of such information and/or documentation may be required to appropriately investigate a complaint, take corrective action as a result of a complaint or otherwise by law.



MANITOBA U18 AAA HOCKEY LEAGUE



POLICY

as amended to April 2023

SOCIAL MEDIA POLICY (HOCKEY MANITOBA)

1. INTRODUCTION

For the purpose of this Social Media and Networking Policy, the policy will encompass public communications through such internet mediums and websites as Twitter, Facebook, Instagram, LinkedIn, Foursquare and any other social media network that allows users to communicate online.

The policy will be applicable to all members of the HOCKEY MANITOBA Community, including Directors, Teams, HOCKEY MANITOBA members and staff, on-ice and off-ice officials, billets, players, players' family members and supporters.

HOCKEY MANITOBA recognizes and appreciates the value of social media and the importance of social networking to all of its stakeholders. HOCKEY MANITOBA also respects the right of all Teams and Association personnel to express their views publicly. At the same time we must be aware of the dangers social media and networking can present.

The purpose of this policy is to educate the HOCKEY MANITOBA Community on the risks of social media and to ensure all Teams and Association personnel are aware that conduct deemed to be inappropriate may be subject to disciplinary action by the Team, the Minor Hockey Association, League and/or HOCKEY MANITOBA.

2. SOCIAL MEDIA GUIDELINES

a) HOCKEY MANITOBA holds the entire HOCKEY MANITOBA Community who participates in social media and networking to the same standards as it does for all other forms of media including radio, television and print.

b) Comments or remarks of an inappropriate nature which are detrimental to a Team, the Association or an individual will not be tolerated and will be subject to disciplinary action.

c) It should be recognized that social media comments are on the record and instantly published and available to the public and media. Everyone including Association and/or Team personnel, players, corporate partners and the media can review social media communications. You should conduct yourself in an appropriate and professional manner at all times.

d) Refrain from divulging confidential information of a personal or team related nature. Avoid revealing business or game strategy that could provide another team or individual a competitive advantage. Furthermore, do not discuss injury information about any player. Only divulge information that is considered public.

e) Use your best judgment at all times – pause before posting. Ultimately, you are solely responsible for your comments and they are published for the public record.

f) If requested to participate in an online network, as a direct result of your affiliation with or participation in HOCKEY MANITOBA, HOCKEY MANITOBA recommends that you request approval from the Team or the Association.

g) Players or hockey operations staff are not permitted to participate in social media or networking two (2) hours prior to the start of a HOCKEY MANITOBA game and at least one (1) hour following the completion of a HOCKEY MANITOBA game.



MANITOBA U18 AAA HOCKEY LEAGUE



POLICY

as amended to April 2023

3. SOCIAL MEDIA VIOLATIONS

The following are examples of conduct through social media and networking mediums that are considered violations of the HOCKEY MANITOBA Social Media and Networking Policy and may be subject to disciplinary action by the **Team, Minor Hockey Association, League and/or HOCKEY MANITOBA.**

- a) Any statement deemed to be publicly critical of Association officials or detrimental to the welfare of a member Team, the Association or an individual.
- b) Divulging confidential information that may include, but is not limited to the following:
 - player injuries;
 - trades or other player movement;
 - game strategies; or
 - any other matter of a sensitive nature to a member Team, the Association or an individual.
- c) Negative or derogatory comments about any of the Team, Minor Hockey Association, League and/or HOCKEY MANITOBA staff, programs, stakeholders, players or any member of a HOCKEY MANITOBA Team.
- d) Any form of bullying, harassment or threats against players or officials.
- e) Photographs, video or comments promoting negative influences or criminal behavior, including but not limited to:
 - drug use, hazing, alcohol abuse, public intoxication, sexual exploitation, etc.
- f) Online activity that contradicts the current policies of HOCKEY MANITOBA or any of its member Associations.
- g) Inappropriate, derogatory, racist, or sexist comments of any kind, in keeping with the HOCKEY MANITOBA policies and regulations on these matters.
- h) Online activity that is meant to alarm other individuals or to misrepresent fact or truth.

4. DISCIPLINE

The Team, Minor Hockey Association, League and/or HOCKEY MANITOBA will investigate reported violation(s) of this policy in the manner set out in the HOCKEY MANITOBA Handbook for other types of violations. If the investigation determines that a violation has occurred, the Team, Minor Hockey Association, League and/or HOCKEY MANITOBA will impose an appropriate suspension. Any appeal of the suspension will be dealt with as set out in a Minor Hockey Association, League and/or HOCKEY MANITOBA Handbook for other types of suspensions.

5. SUMMARY

When using social media and networking mediums, the HOCKEY MANITOBA community should assume at all times they are representing HOCKEY MANITOBA and/or its member Associations or Teams. All members of the HOCKEY MANITOBA community should remember to use the same discretion with social media and networking as they do with other traditional forms of media. Should the identity or image of any member of the HOCKEY MANITOBA Community be used in Social Media and Networking without the Individual, Team or Association authorization, this is considered to be identity theft. Please notify your HOCKEY MANITOBA Team Management or the HOCKEY MANITOBA Office immediately. Any use of a player or team member's image or likeness without the written consent of HOCKEY MANITOBA is strictly prohibited.



MANITOBA U18 AAA HOCKEY LEAGUE



ADMINISTRATION *as amended to April 2023*

ADMINISTRATION

A. FILLING OUT GAME SHEETS

1. Lineups

- Neatness is imperative. It's much easier to ensure player statistics are accurate when all the information is legible.
- Game sheets must have first and last names for all players, coaches, managers, etc. List goaltenders first, then all players in numerical order, followed by coaches, managers, etc.
- Home team will fill in its roster on the game sheet prior to handing it to the visiting team to fill out and circle its starters. Once visiting team has filled in its roster, the home team can circle its starters.
- Make certain all players listed on the game sheet participate in the game. If a player is listed, but does not participate, make sure his name is stroked out.
- Make certain captains, assistant captains and all affiliated players are correctly identified.

2. Recording Goals and Assists

- Goals – player number in goal column
- Assists – player numbers in assist columns
- No Assists – leave column blank or fill in blank with an (/)
- When changes are made, make sure the changes are readable. Enter the information on a new line if necessary.
- In the column titled 'Type,' identify the type of goal by inserting E (even), PP (power-play), SH (short handed), EN (empty net) or PS (penalty shot) in the space.

3. Recording Goaltender Stats

- Record goaltender statistics as indicated in the example below:

Visiting Team Goaltenders

No.	Goaltender Name		1st	2nd	3rd	OT	Total
1	Smith	Min	20:00	7:24			20:74
30	Jones	Min		12:36	19:22	3:18	35:16
Shots faced by visiting goaltender(s)			12	4 / 9	14	6	43

Home Team Goaltenders

No.	Goaltender Name		1st	2nd	3rd	OT	Total
30	White	Min					
31	Black	Min	20:00	20:00	20:00	3:18	63:18
Shots faced by home goaltender(s)			16	11	6	2	35

4. Recording Penalties

- General**
 - Do not use 2:00, 5:00 or 10:00 for the duration of a penalty. Use 2, 5 or 10.



MANITOBA U18 AAA HOCKEY LEAGUE



ADMINISTRATION

as amended to April 2023

- When recording penalties, the 'Off' column is for the time the penalty was called; the 'Start' column is the time the penalty actually starts (different from 'Off' only in a delay situation or a double minor) and the 'On' column is the time the player returns to the ice (could be more or less than 2 minutes in a delay situation or when a goal is scored).
- If the player assessed the penalty also serves the penalty, it is not necessary to write his number in both columns.

Per	No	Serv	Offence	Min	Off	Start	On
1	19	-	Rgh	2	18:40	18:40	:40

b) Bench Penalties

- A bench minor penalty is charged against the team, not the player serving the penalty. (In the second column, please enter BM for bench minor and in the third column, enter the player's number who is serving the penalty.)

Per	No	Serv	Offence	Min	Off	Start	On
1	BM	4	TMM	2	12:34	12:34	10:34

c) Double Minor Penalties

- Double minor penalties, unless they are coincidental, must be entered as two separate penalties:

Per	No	Serv	Offence	Min	Off	Start	On
1	19	-	HC	2	7:12	7:12	5:12
1	19	-	HC	2	7:12	5:12	3:12

d) Stick Infractions

- Keep track of stick infractions by putting a check mark (✓) beside the player's name for each stick infraction. When a player receives his third stick infraction, it is recorded on the score sheet as "game ejection." Stick infractions include cross checking, high sticking, slashing; spearing and butt ending.

Note: a double minor counts as one (1) stick infraction.

e) Penalty Abbreviations

- Infractions are to be abbreviated using the following:

Bench Minor - BM	Int
Boarding - BRD	Gross Misconduct - Gross
Butt End - BE	Handling the Puck - HP
Charging - CHG	High sticking - HS
Cross Checking - CC	Holding - HD
Checking from Behind - CFB	Holding the Stick - HOS
Checking to the Head - CTH	Hooking - HK
Delay of Game - DOG	Interference - INT
Elbowing - ELB	Kneeing - KN
Fighting - FGT	Match Penalty - Match
Game Ejection - G Ejec	Penalty Shot - PS
Game Misconduct - GM	Roughing - RGH
Goaltender Interference - G	Roughing After the Whistle - RAW
	Slashing - SL



MANITOBA U18 AAA HOCKEY LEAGUE



ADMINISTRATION

as amended to April 2023

Spearing – Spear
Tripping - TR
Too Many Men - TMM

Unsportsmanlike Conduct - USC
10-minute Misconduct - Misc

f) **Misconduct Penalties**

- All misconduct, game misconduct, gross misconduct and match penalties must be entered on separate lines.
- All misconducts, game misconducts and gross misconducts are 10-minute penalties.
- If a player receives a match penalty, there is no additional game misconduct.

5. **Conclusion of the Game**

- a) Make certain all referees, linesmen, scorers and timekeepers sign the sheet.
- b) A reminder that once the referee signs the game sheet, no changes can be made. If a team requests any changes after the referee has signed the sheet, the team must submit the request to the league.
- c) The game sheet and online scoring must be reconciled following the game. The game sheet and online must be identical before the sheet is scanned and emailed to the league.

B. ONLINE SCORING

1. **Lineups:**

- a) Make sure all checked players are dressed and are listed with the correct number.
- b) Make sure all player names and numbers are the same as what is recorded on the game sheet.
- c) Make sure the correct goaltender is checked as the starter.
- d) Do not use the 'Select All' function.

2. **Goals**

- a) Make sure the correct period and time are entered.
- b) Make sure the correct goaltender is selected.
- c) On all goals, indicate the type — even strength, power play, short handed.

3. **Penalties**

- a) Double minor penalties, unless they are coincidental, must be entered as two separate penalties.
- b) On all minor and major penalties, indicate whether it results in a power play or no power play.
- c) A bench minor penalty is charged against the team, not the player serving the penalty. Under skater, select "bench" and under served by, enter the name of the player who is serving the penalty.
- d) All misconduct, game misconduct and gross misconduct penalties must be indicated as 10-minute penalties.

4. **Shots**

- a) Shots are to be entered at the end of each period. Make sure the clock reads 0:00. Remember that goals are already counted, so subtract the number of goals scored from the actual shots taken. For example, if a team took 15 shots on goal and scored three times, the goaltender would be credited with facing 12 shots.

5. **Changing goaltenders**

- a) **When a goaltender switch is made:**
 - Click on "Goalie Change."
 - Click on the appropriate team.



MANITOBA U18 AAA HOCKEY LEAGUE



ADMINISTRATION

as amended to April 2023

- Under “New Goalie” select the goaltender entering the game.
 - Make sure the correct period and time is entered.
 - Click “Next Play.”
 - b) **When a goaltender is pulled in favour of an extra attacker:**
 - Click on “Goalie Change.”
 - Click on the appropriate team.
 - Under “New Goalie” click “Empty Net.”
 - Make sure the correct period and time is entered.
 - Click “Next Play.”
 - c) **When the goaltender returns to the net:**
 - Click on “Goalie Change.”
 - Click on the appropriate team.
 - Under “New Goalie” click the goaltender entering the game.
 - Make sure the correct period and time is entered.
 - Click “Next Play.”
6. **Entering a Penalty Shot**
- Select “Penalty.”
 - Select team being called for the infraction.
 - Select player and infraction under “Bench” and “Select an Option.”
 - Make sure period and time are entered correctly.
 - Select “Penalty Shot.”
 - Select the team and player taking the penalty shot.
 - Make sure the correct goalie is selected.
 - Check either “Succeeded” or “Failed.”
 - Check “Next Play.”
7. **Shootout procedure**
- At the end of the first overtime period, click “Start New Period.”
 - Click Next Play.
 - Click “Shootout” then select the team that is shooting.
 - Click on the shooter’s name.
 - Click goal or save.
 - Click Next Play.
 - Repeat step 2 until a winner is determined.
 - Click Shootout Won and select winning team.
 - Click next play.
 - Finalize as you would normally.
8. **Overtime in Playoffs**
- During the regular season, the overtime period is 5 minutes, but in playoffs, the first over- time is 10 minutes, followed by 20-minute overtime periods until a winner is deter- mined. It is necessary to do a manual adjustment of the length of overtime. To make the change, do the following:
- At the end of regulation, “Start New Period.”
 - Click on the “Menu” button at the top left corner of the screen.
 - Click on “Game Settings” to go back to your “Game Details Page.”
 - Change the first overtime period from 5 minutes to 10 minutes.
 - Click on “Save Game Details.”
 - Click OK



MANITOBA U18 AAA HOCKEY LEAGUE



ADMINISTRATION

as amended to April 2023

- Click “Score Live” and you should be able to continue as usual.
- If the game continues past the first overtime period, follow the above procedure to change to length of overtime from 10 minutes to 20 minutes. Check the “Game Details Page” to make sure all further periods are 20 minutes.

9. Editing

- a) Do not do any editing using “edit stats.” Anything entered or changed in “edit stats” does not link with Scorelive. All editing must be done in Scorelive.

10. Finalizing the game

- a) It is imperative that the scoresheet and the online version agree. Take a few minutes at the end of each period and/or the conclusion of the game to reconcile the scoresheet and the online version.
- b) In the space provided for “Referee sign off,” please enter the scorer’s name and either an email address or a telephone number at which the scorer can be contacted.

C. ALL STAR INFORMATION

1. Team Selection

- a) There will be a first and second all-star team selected. Each team will consist of 1 goal- tender, 2 defensemen and 3 forwards.
- b) Each team nominates six players — 1 goaltender, 2 defensemen and 3 forwards.
- c) Nominations must include player names spelled correctly and jersey number to the Commissioner by the deadline.
- d) Teams DO NOT vote for players from their own team.

D. SHOWCASE HOST APPLICATION/REQUIREMENTS

1. Ice Time Required:

- | | |
|-------------------|---------|
| • 4 pm – 10:30 pm | 3 Games |
| • 11 am – 10 pm | 6 Games |
| • 10 am– 4 pm | 5 Games |

2. Facility/Facilities Required:

- 2 ice surfaces.
- 8 dressing rooms.
- Scout room – seating and tables for approximately 20 people.

3. Personnel Required:

NOTE: You are basically running 14 home games the same as you would be running your normal league games with all the usual league requirements. In addition, the fol- lowing personnel needs to be in place:

a) Overall Convenor(s)

- Responsible for the organization of the Showcase and to liaise with the assigned league executive member.
- Provide teams with hotel information.
- Provide the league with a budget.
- Provide the league with financial statement following the Showcase.
- This person **MUST** be part of the team personnel of the league team hosting the tournament or be working closely with the host team.
- Provide teams with information including gate admissions, any special events, where to go upon arrival, etc.



MANITOBA U18 AAA HOCKEY LEAGUE



ADMINISTRATION

as amended to April 2023

- b) **Rink Supervisors for each rink with duties to include:**
- Guide teams to dressing room and storage if available.
 - Fill out game sheets and forward them to online scorers, then game scorekeepers.
 - Pucks on ice and ready for warmup.
 - Warm-up time on the clock.
 - Generally be the “go to” person for teams in each rink.
 - It would be nice if these people could be recognizable with some sort of apparel.

E. JACK FORSYTH MEMORIAL SCHOLARSHIP

Jack Forsyth was one of the founding fathers of the Manitoba U18 AAA Hockey League. He was commissioner of the league for 25 years and was instrumental in making the Manitoba AAA League one of the best in the country. His dedication and commitment to the league remained strong until his passing in 2011. In his memory, the member teams of the league have established this scholarship fund. Jack was also an educator and principal for many years, so the criteria reflects all of his passions.

1. **Award Details:**
 - \$600.00 award
 - Recipient will receive the award upon successful completion of the first semester at a post-secondary institution.
2. **Criteria for Application:**
 - Player has played a minimum of one season in the Manitoba U18 AAA Hockey League.
 - Player is enrolled in a post secondary education institution for the fall of the current year.
 - Player has shown leadership, dedication and ability over the course of his AAA career.
 - Player has maintained a high degree of success in school.
3. **Application must include the following:**
 - Statistics from Manitoba U18 AAA Hockey League play.
 - Letter of support from coaches or team management.
 - Current transcript of high school marks.
 - Cover letter outlining qualifications for the scholarship.
 - Completed application form.

Please submit all of the information to your team manager who will in turn verify and forward onto the league. Deadline for applications is July 1.

F. LEAGUE AWARDS

1. League individual player awards
 - i. Top Scorer
 - ii. Top Goaltender
 - iii. Top Defenceman
 - iv. Hockey Ability and Sportsmanship
 - v. Most Valuable Player
 - vi. Rookie of the Year
 - vii. Coach of the Year
 - viii. Playoff Most Valuable Player