



**Don Johnson
Hockey League**

**Memorandum of Association
Bylaws, Regulations and Rules**

**August 2019
Revision 5.0**

Document Revision Tracking

The official (most recent) version of this document will be posted on the DJHL website. The table below tracks the various revisions and will be used to identify the actual revision of printed copies.

Rev. No.	Date	Description
1.0	July 2012	Original revision J. Casey
1.1	July 2012	Minor revisions L. Hudson
1.2	August 2012	Committee review
1.3	November 2012	Minor edits following August review
2.0	December 2012	Final edits from Dec. 6 th meeting
3.0	August 2014	Change to 6 team pooled divisions
3.1	November 2014	General cleanup, Ice Time Allocation clauses.
3.2	February 2015	Playoff format
3.3	August 2015	Operating Committee Composition
3.4	August 2015	League fees and affiliates
4.0	September 2017	Revisions to Eligibility, Play-offs, Try-out Process, and Inclusion of PMHA where appropriate, etc.
4.1	October 2018	Revision to Regulation 12 on draft process and deletion of mandatory mouth guard clause in Regulation 13.
5.0	August 2019	Addition of AA and C Divisions, Past President Role, Voting clauses, etc.

Tribute



Donald Stewart Johnson 1930 - 2012

The Don Johnson Hockey League was named to honour the long-time hockey volunteer. Don was born in Halifax Nova Scotia in 1930 and moved to his adopted home in Newfoundland in 1959. Upon arriving in St. John's Don quickly became a member of the St. Pat's senior hockey team, having learned his trade as a member of the Fairview Aces of the Halifax Suburban Hockey League. As a player, Don became well known as a stalwart on defence for St. Pat's. During his two seasons with St. Pat's the team won the Boyle Trophy. As an Assistant Coach with the St. John's Capitals Don was a member of three Herder Memorial Trophy championship teams

However, it was in his volunteer roles with the Newfoundland Amateur Hockey Association ("NAHA") and the Canadian Amateur Hockey Association ("CAHA") that Don had his greatest impact on hockey in Newfoundland and Canada.

Don became President of the CAHA in 1976. During his term as President the use of hockey helmets was made mandatory, supporting Don's concern for player safety at all levels of hockey. Don was recognized as a life member of Hockey Canada in 1980.

Whenever he spoke to a group of minor hockey players, Don would always tell the children how lucky they were to be able to participate in such a great game. He would tell the children to make sure they thanked their parents for all they do to allow them to be hockey players. Don was keenly aware of the sacrifices minor hockey families make having supported his own children with their hockey dreams. Don was a great person who inspired many in the Newfoundland & Labrador hockey community.

"Hockey has been good to a great many Canadians while Don Johnson was good to hockey."

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Memorandum of Association

Article 1: NAME

This Association shall be known as the Don Johnson Hockey League (“DJHL” or the “League”), operating as a Minor Hockey League, based out of the Metropolitan St. John’s Area and deriving its authority from Hockey Newfoundland & Labrador (“HNL”).

Article 2: OBJECTIVES

The objectives of the League are as follows:

- To foster and promote the development of young hockey players from participating minor hockey associations within the Metropolitan St. John’s Area through a competitive hockey experience,
- To control and administer the playing of the game of hockey in accordance with the rules, regulations and etiquette of the game, and
- To promote sportsmanship and respect amongst the players, coaches, parents and fans of the League.

Article 3: MEMBERSHIP

Membership in the League shall consist of the eight Metro based minor hockey associations that have historically participated in the League. More specifically:

Avalon Minor Hockey Association
Conception Bay Regional Minor Hockey Association
Goulds Minor Hockey Association
Northeast Minor Hockey Association
Mount Pearl Minor Hockey Association
Southern Shore Minor Hockey Association
St. John’s Minor Hockey Association
Paradise Minor Hockey Association

Affiliate membership will be granted to Bell Island Minor Hockey Association to the extent that its individual players may try-out for pooled division teams (but not enter full teams in any non-pooled divisions). Other teams from outside the Metropolitan St. John’s Area wishing to enter the league must adhere to the procedure outlined in Bylaw 11.

Article 4: GENERAL

The Memorandum of Association (“the MOA”) shall conform to the Articles, By-Laws, and Regulations of HNL, HNL Minor Council and Hockey Canada. In the event any section of the MOA is in conflict with the Articles, By-Laws and Regulations of any of HNL, HNL Minor Council or Hockey Canada, the Executive Committee is empowered to make such changes as are required so that this MOA complies with the Articles, By-Laws and Regulations of HNL, HNL Minor Council or Hockey Canada.

Memorandum of Association

Article 5: OPERATING COMMITTEE

The Operating Committee shall consist of one representative of each of the eight participating minor hockey associations, two members at large, plus the Financial Administrator and the Director of Hockey Operations. Within the Operating Committee will exist an Executive Committee, consisting of a President, Vice President and Treasurer elected from the members of the Operating Committee at the first meeting for the new season. The Past-President shall also sit on the Executive Committee in a voting capacity.

The positions of President, Vice-President and Treasurer are one-year terms. The Administrators cannot hold an Executive Committee position. The members at large are to be nominated by the members of the Operating Committee and appointed for a 2-year term.

Each association shall provide a qualified individual to represent their association on the Operations Committee for the duration of the hockey season. This individual should have responsibilities associated with the operation of the entire all-star program for their association as opposed to only coaching responsibilities with one team.

Article 6: BYLAWS, REGULATIONS AND PLAYING RULES

The Bylaws, Regulations and Playing Rules must be followed by all persons involved in the administration, management and operation of the League, and its teams.

The Bylaws, Regulations and Playing Rules may be modified and added to during normal meetings of the Operating Committee as allowed for in Article 7.

Article 7: AMENDMENTS

All proposed amendments to the Memorandum of Association and Bylaws will require a two-thirds majority vote of the Operating Committee members in attendance at the meeting where the vote is taking place.

A minimum notice of 7 days is required for a meeting where an amendment to the Memorandum of Association or Bylaws will be discussed and voted upon. The agenda for the meeting and the proposed amendment must be provided at least 3 days in advance of the meeting.

All proposed amendments to the Regulation and Playing Rules, or the Duties of the Administrators, will require a greater than 50% majority vote of the Operating Committee members in attendance at the meeting where the vote is taking place.

Article 8: MEETINGS

Regular meetings of the Operating Committee will be held as required. Meetings will be called by the either of the Administrators, at the request of two or more members of the Operating Committee. Meetings of the Operating Committee will be chaired by the President, and in his/her absence the Vice President.

Attendance at Operating Committee meetings is mandatory. A meeting quorum will be 7 (seven) members of the Operating Committee, including the meeting chairperson and the Administrators.

Memorandum of Association

Matters discussed at meetings of the Operating Committee are sometimes confidential in nature. Further discussion of these confidential matters by Operating Committee members is restricted to subsequent discussion held at executive meetings of the member's home association. Executive members of the member's home association are also expected to respect the confidential nature of these matters.

Any member of the Operating Committee missing three consecutive meetings, without having an alternate representative in attendance, will be asked to remove themselves from the Operating Committee. The President, at the request of the Operating Committee, will seek a replacement representative from the sponsoring association.

Meetings of coaches and team managers with members of the Operating Committee will be held as required.

Bylaws

Bylaw 1: OPERATING COMMITTEE

The Operating Committee shall consist of one representative of each of the eight (8) participating minor hockey associations, two members at large, the Past President, along with the Financial Administrator and the Director of Hockey Operations. Players come to the pooled program from member minor hockey associations. If parents or players have concerns to be addressed by the Operating Committee, they must contact the representative of their home minor hockey association who will bring their concern to the Operating Committee.

Bylaw 2: EXECUTIVE COMMITTEE

The Executive Committee shall consist of a President, Vice President and Treasurer elected for a one year term from the members of the Operating Committee. The immediate Past President will also sit on the Executive Committee in a voting role. The Executive Committee will be elected at the first meeting of the Operating Committee for the current season only.

The President's role will be to act as the chairperson of League meetings and as the public spokesperson for the League. The President will also act as the liaison with HNL.

The Vice President will support the President in his role by filling in whenever the President is unavailable to fulfill their duties.

The Treasurer role will be to act as the Chief Financial Officer of the League. The Treasurer and the Financial Administrator will prepare an annual budget for the League upon which player fees will be set. The Treasurer will present regular financial and annual statements to the Operating Committee.

The Past President role will be to provide advice to the Executive Committee on current League matters and to provide corporate history on past League business when necessary.

By-Law 3: DISCIPLINE COMMITTEE

The League will convene a three-person Discipline Committee when required, under the direction of the Vice President. The members of the discipline committee will be selected for their hockey knowledge, familiarity with the League, and experience with minor hockey.

Other members of the Operating Committee and members of team management are prohibited from serving on the Discipline Committee. The exception being, if the Vice President is believed to be in a conflict of interest, the Operating Committee will select another member from within their ranks to act as chairperson of the Discipline Committee in place of the Vice President for those investigations where a conflict of interest may exist.

The Discipline Committee will make recommendations to the Operating Committee, who in turn will be responsible for imposing a disciplinary action upon a player, coach, parent, staff members of teams, or other person referred to the Discipline Committee for consideration.

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By-Law 4: PROTEST COMMITTEE

The League will convene a three person Protest Committee when required, under the direction of the Director of Hockey Operations. The other members of the Protest Committee shall include a member of the Operating Committee deemed to not be in a conflict of interest and a hockey volunteer outside of the Operating Committee selected for their hockey knowledge, familiarity with the League, and experience with minor hockey.

If the Director of Hockey Operations is believed to be in a conflict of interest, the Operating Committee will select another member from within their ranks to act as chairperson of the Protest Committee for those investigations where a conflict of interest may exist.

The Protest Committee will make recommendations to the President, who, in turn, will be responsible for ensuring those recommendations are carried out within an appropriate timeframe.

By-Law 5: VOTING

All members of the Operating Committee, with the exception of the Administrators, will have one vote for all matters under consideration at meetings. This should result in 11 votes on all matters, 1 vote from each association and 1 vote each from the Members at Large and the Past President, if all 8 associations are represented at the meeting where the vote is taking place.

When a vote is called, all members of the Operating Committee are required to vote, with the exception of a member who has declared a conflict of interest with respect to the matter at hand. There will be no abstentions. Abstentions will be considered to be a vote against the motion. An abstention may be granted by the Chairperson for any member who is in a conflict of interest with respect to the matter voted upon. Abstentions granted by the Chairperson for a conflict of interest will not be considered as a vote against the motion.

In the event of a tie, the Chairperson for the meeting will cast a final deciding vote.

The DJHL Operating Committee recognizes that on matters related to the basic divisional structure of the League (for example whether a Bantam AA division exists or not) it will defer any voting decisions to the Presidents of its member Minor Hockey Associations.

Associations Reps will not be permitted to vote on matters pertaining to any non-pooled division in which their home Association does not have a team.

By-Law 6: LEAGUE STRUCTURE

The League will operate with the following divisions of minor hockey as established by Hockey Canada:

- Pooled Bantam AA
- Pooled Bantam A
- Pooled Peewee AA
- Pooled Peewee A
- Atom A (Association based teams)
- Atom B (Association based teams)
- Atom C (Association based teams)

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- Atom D (Association based teams)
- Pee wee B (Association based teams)
- Pee wee C (Association based teams)
- Bantam B (Association based teams)
- Bantam C (Association based teams)

By-Law 7: ASSOCIATION BASED TEAMS

The DJHL will operate leagues for association based teams in the Atom A, Atom B, Atom C, Pee wee B, Pee wee C, Bantam B, and Bantam C divisions. Participation at the B level requires the association to also participate at the pooled program at the division level where a B and/or C team will be entered. Each association can enter a maximum of 1 team per division at all levels outside of the pooled program offered exclusively in Bantam and Pee wee

Associations with one Atom team must identify the division in which they prefer to enter the team. The Operating Committee will determine which division is most appropriate for the team. Where practical, a pre-season tournament or a series of exhibition games may be used to determine the appropriate division for the Atom teams from each association.

Prior to the start of the season, Associations must provide the Operating Committee with the list of Association based teams they wish to enter in each division. Final Association based team rosters must be on file with the League on or before November 15th of each season.

The Operating Committee reserves the right to reassign Atom teams after the season has commenced. The transfer of teams between divisions will occur if the teams in question are not of a comparable calibre to the other teams in the division. Regulation 19 covers the procedure involving team transfers.

By-Law 8: POOLED TEAMS

Prior to the start of the season, the DJHL will complete a comprehensive tryout process to identify players for participation in the Pee wee and Bantam pooled program.

The pooled program for both Pee wee and Bantam will feature AA and A divisions and each division will have four (4) pooled teams.

By-Law 9: PLAYOFFS

At the end of the regular season there will be playoffs in every division to declare a champion. All teams in each division will advance to the playoff round.

The Operating Committee will agree upon the format for the elimination and consolation rounds in the required divisions and post a playoff tree at least 2 weeks before the end of the regular season.

By-Law 10: SCHEDULE

Each team will play a balanced schedule of approximately 25 games per season, with the exception of teams at the C and D levels. Teams at the C and D level can anticipate playing about

Bylaws

18 regular season games. There may be some overall variation depending upon the number of teams per division, and the overall duration of the hockey season.

Establishing the League regular season and playoff schedule will be the responsibility of the Director of Hockey Operations. The League schedule will be posted to the League website and maintained daily.

The objective of the League regular season schedule is to minimize the number of schedule conflicts on a weekly basis. With the exception of C Divisions (one bi-weekly time slot) each Association will provide one (1) weekly game time slot for every Association based team participating in the League. The Director of Hockey Operations will determine which game slot is best assigned to which team.

Each Association will provide ice time to the League to schedule practices and games for the pooled divisions. The ice time commitment from each Association will recognize (i) the number of players participating from that Association and (ii) the availability of ice time in the Association's home rink or rinks.

The ice time allotment for the pooled teams will typically be 2 games and 2 practise hours per week.

By-Law 11: ENTRANTS FROM OUTSIDE METRO ST. JOHN'S

Other minor hockey associations wishing to enter association based teams in the DJHL must file a letter of application with the League President prior to August 15th of the year in which the team requests entry. The letter of application is to include a list of available ice time and the division of entry for the team. Applications are for one season only. Teams will be accepted with a two-thirds majority vote of the associations competing in the division in which entry is sought.

Applications for the Pee wee and Bantam pooled divisions will not be accepted from associations outside the Metropolitan St. John's area.

By-Law 12: SPONSORSHIP AND NAMING RIGHTS

The League will offer naming rights for the League and individual teams to sponsors interested in supporting minor hockey. Sponsors must be appropriate for the age of the children participating in the League and on sponsored teams. The amount and term of League and team sponsorship will be determined by the Operating Committee. There will be no individual player sponsorship allowed.

By-Law 13: LEAGUE WEB SITE

The League will maintain a website to act as the primary communication channel between the League and its teams. The website will provide schedule, standings, results, rosters, documentation and news in a timely and accurate manner.

Regulations

Regulation 1: PURPOSE

The purpose of the League Regulations is to clearly define the operation of the League and the teams participating in the League. Players, parents, team management and the Operating Committee should be familiar with the League's Regulations.

Regulation 2: AMENDMENTS TO THE REGULATIONS

All proposed amendments to the Regulations will require a greater than 50% majority vote of the Operating Committee.

A notice of motion can be made at a regularly scheduled meeting of the Operating Committee that an amendment to the Regulations will be discussed and voted upon at the next regularly scheduled meeting of the Operating Committee. The motion wording must be included in the minutes of the meeting where the notice was given, and the discussion and vote identified on the agenda of the meeting where it will take place.

Regulation 3: TEAM ROSTERS

Teams will consist of a minimum of fifteen skaters and two goalies. Team rosters must conform to Hockey Canada Rule 2.2(a) and HNL rules for maximum number of players.

The minimum number of players required for a League game is established in Rule 5

Regulation 4: TEAM COLOURS

Association based teams should have both dark and light coloured jerseys. The home team is to wear the dark coloured jersey and the visiting team is to wear the light coloured jersey.

Home team is to change colours in the event of a conflict of colours.

Regulation 5: FINANCES

The management of League finances is the responsibility of the Treasurer. The Treasurer will present a Budget to the Operating Committee prior to the start of each hockey season. The Treasurer will prepare financial statements and present them at meetings of the Operating Committee.

The financial year will be from June 1st to May 31st each season. A year-end financial statement as of May 31st will be presented to the Operating Committee each season.

The League will maintain a consolidated bank account at a recognized financial institution. Signing Authority for League accounts will be the President, Vice President, Treasurer and the Financial Administrator. Two signatures are required for every cheque issued for payment.

Regulations

Regulation 6: FUNDRAISING

All fundraising for teams in the pooled program require the approval of the Operating Committee. Fundraising involving lottery licenses require the signature of the League President and one other member of the Operating Committee. Teams will normally only be allowed to apply for one lottery license per season. The League will provide teams with a detailed fundraising policy at the start of each season.

Regulation 7: LEAGUE REGISTRATION FEES

League Registration Fees apply to those associations registering association-based teams in all non-pooled divisions. League Registration Fees will consist of an association base fee plus an additional fee for each team entered in the DJHL. The association base fee and additional per team fee will be set each season and included within the budget approved each season by the Operating Committee.

The Financial Administrator will issue an invoice to each Association after the start of the season. There will be no refunds issued for teams withdrawing from the League after the initial invoice has been paid. All invoices must be paid in full 15 days following the presentation of the invoice to the Association, unless the Financial Administrator opts to deduct the registration funds owing from ice time invoices submitted by the respective Association to the DJHL.

Regulation 8: POOLED DIVISION TRYOUT FEES

Each season the League will hold tryouts to identify players that will participate on pooled League teams. The Operating Committee will determine a tryout fee to be paid by all players participating in the tryouts, including those players who have been granted an exemption from actually attending on-ice sessions. The tryout fee will be established based upon the following principles:

- All tryout fees are to be paid in advance of attending the tryout
- The fee will be based upon recovering all costs from those players registered for the tryouts
- Costs to be recovered include ice time, officials, evaluator fees and jersey laundry costs

Regulation 9: POOLED DIVISION PLAYER REGISTRATION FEES

The Operating Committee will determine a registration fee to be paid by all players participating in the pooled program. The registration fee will be established based upon the following principles:

- Every player in the same division will be charged the same registration fee
- The registration fee will be based upon recovering all applicable operating costs from pooled program players on an annual basis
- Registration fees for affiliated players will also be set out in the annual budget.
- Registration fees are to be paid in full following the announcement of team rosters at a deadline set by the League. There will be **NO REFUNDS** after this deadline.

At the discretion of the Financial Administrator, players with outstanding fees following League Registration Day will be removed from team rosters following written notification from the League.

Regulations

Refunds on a pro-rated basis may be considered in cases of season ending injury supported by written confirmation from a medical doctor.

Regulation 10: POOLED DIVISIONS - PLAYER EVALUATIONS

During the tryout process, the League will use a group of external evaluators to provide a ranked list of players to be included in the team selection process, and to identify those players being released to return to their home association. The evaluators will also be present and assist in the team selection process.

The external evaluators will not produce an evaluation of the skills deficiency of individual players or the reason why the player was ranked where they were or the reason why the player was returned to their home association. Copies of player evaluations will *not* be provided to the parents of released players.

Dedicated goalie evaluators will rank the performance of the goalies in consultation with the Head Evaluator.

The Operating Committee will assign Coordinators to oversee the evaluation and try-out process for both Bantam and Pee wee pooled divisions.

Regulation 11: POOLED DIVISIONS - TRYOUT PROCESS

Each season will start with a tryout process to identify players for the pooled teams. All Associations will advertise the tryout process to their membership through their website and any other registration advertising they are undertaking. Only those players in good standing with their minor hockey association will be permitted to participate in the pooled league tryout process.

The each of the four team pooled Pee wee and Bantam divisions will require 60 players and 8 goalies for a total of 68 players per division. In seasons where the number of players registered for the tryouts exceeds the required number, the Operating Committee may organize the tryouts with multiple phases of on-ice sessions to evaluate the players. For example a 2 phased approach with a phase 1 Rookie Camp for new players to the division and a phase 2 Main Camp for returning players and graduates from Rookie Camp could be undertaken. Each season, in advance of the tryout registration process, the Operating Committee will prepare a detailed description of the tryout process and communicate it to the eligible players.

Players can be released to return to their association anytime following the 3rd on-ice tryout session.

Players requesting an injury exemption from the tryouts must do so in writing prior to the 1st on-ice session. Where practical, written justification from an attending medical doctor or other medical professional should accompany the written request submitted by the parent. Players injured during the tryout process will be automatically considered for injury exemption. The Operating Committee will review each request individually and if an exemption is granted, place the player in the appropriate position on the ranked list of players. Players requesting an injury exception must have a realistic expectation of returning to play early in the season.

Regulations

Once the DJHL posts an announcement of the players selected to play in any of the particular pooled divisions, none of those players will be permitted to decline the offer and play in a lower DJHL division at the Association-based level.

Regulation 12: POOLED DIVISIONS - TEAM SELECTION PROCESS

League teams in the Pooled Program will be selected through a draft process. Prior to the player draft, the evaluators will provide the League with ranked lists of players in a manner directed by the Director of Hockey Operations, as pre-approved by the Operating Committee.

In attendance at the draft per each division will be the Head Coaches and one other team staff member, the Director of Hockey Operations (who will conduct the draft) and one Operating Committee member without a child participating in the draft.

The order of selection for the draft will be determined by a random draw. The order of selection will alternate from round to round in a sequence determined by the Operating Committee. Teams will be selected by the Head Coach with input from the evaluators. If the Head Coach has not yet been selected, then an evaluator will select the team.

The draft will proceed by position, with players eligible for selection in the various rounds restricted to a set of players of similar rank. However, the coach left with the final pick from a set of players has the option to select a player from the following set of players.

At the Pee wee A and Bantam A level, teams will also draft affiliated players after the main draft and use the same format to do so. Each team will draft one goalie, two defensemen and three forwards to fill their AP roster. Drafted affiliated players' names will not be announced until after all Association-based B Division teams have been selected. (Bantam AA and Pee wee AA teams will each be assigned an affiliate A Pooled team from which to draw APs when needed.)

Team rosters will be posted to the League website following the team selection process.

Regulation 13: POOLED DIVISIONS - UNIFORMS

The DJHL will provide appropriate team uniforms (game jerseys and socks). Game jerseys remain the property of the DJHL and players will be responsible for the cost of any damage incurred while the uniform is in their possession. Socks will remain the property of the player.

Game jerseys are to be worn only at approved team functions. Game jerseys may only be worn during games and not during practice sessions. Players are to carry their game jerseys in garment bags. Game jerseys are not to be carried in the player's equipment bag.

Team uniforms shall be returned to the Director of Hockey Operations by the Team Manager no more than 7 days following the final date of the Provincial Tournament. The Operating Committee reserves the right to impose financial penalties on players or teams should uniforms or uniform bags are lost or damaged.

Any player, who causes unnecessary damages to a team uniform or other loaned equipment, as determined by the Director of Hockey Operations, shall be suspended from all activities, including future tryouts, until the replacement cost has been paid.

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Players may wear a name bar on their jersey, which must be purchased through the Team Manager and be sewn on jerseys (not glued or heat applied). The Team Manager will ensure that name bars are applied by a professional seamstress. The cost of placing the name bar on the jersey and the cost of removing the name bar from the jersey, which is in addition to the League registration fee, must be paid to the Team Manager at the start of the season.

Players are required to wear DJHL approved hockey socks so that they match the jerseys. One set of socks will be provided at the start of the season. Additional cost for replacement socks are the responsibility of the player.

Coaches are required to ensure all protective equipment is being worn by all players participating in games and practices. Players must wear all the equipment as specified and required by Hockey Canada and Hockey Newfoundland and Labrador while on the ice or bench. Equipment worn must be certified by the Canadian Standards Association if there is an applicable CSA equipment standard required by Hockey Canada. All neck guards must be BNQ certified. The BNQ certification must be visible on the neck guard. Neck guards are to be worn at all games and practices. Players may be suspended from their next scheduled game for attending practice without a certified neck guard.

Regulation 14: POOLED DIVISIONS - PLAYER/PARENT AGREEMENTS

Players and parents will complete a Parent/Player Agreement to demonstrate their commitment to the League and to abide by the League's standard of conduct and sportsmanship. Following team selection, the Team Manager will provide each family with the current version of the agreement. Executed copies of the agreement must be returned to the Team Manager in a timely manner. The Team Manager will return all executed agreements to the Financial Administrator.

Regulation 15: POOLED DIVISIONS – TEAM STAFF SELECTION

People interested in the positions of Head Coach, Assistant Coach and Team Manager must complete the current version of the volunteer application included in Appendix C. Selection of coaches and other team staff positions will be completed by the Operating Committee.

Minimum qualification for the Head Coach position is Development 1 and Coach Stream for the Assistant Coach positions. All staff members must complete the Respect in Sport for Volunteers on-line course and the screening process as determined by HNL and the League. One member of the coaching staff must have the Hockey Canada Safety Person qualification.

The League encourages all coaches to advance their development through additional training. The League will pay all pre-approved coach training costs.

Team staff must reflect values and expectations which are appropriate for the age of the children under their charge. The Operating Committee will explain how coaches are expected to develop all players at a coaches meeting at the start of each season. **All team staff members will be required to sign a Code of Conduct agreement with the DJHL prior to the start of the season.** The Operating Committee can remove staff members from their duties for just cause.

Regulations

Regulation 16: PROVINCIAL TOURNAMENTS

Pooled program teams will attend the annual HNL provincial tournaments. Attendance for players and coaches at provincial tournaments is mandatory. Players or coaches failing to honour the commitment to attend the annual HNL provincial tournaments will be refused participation in the League for the following season. Bantam players moving on to Midget who fail to honour the commitment to attend the annual HNL provincial tournaments will be refused participation in the Doug Marshall League for the following season.

If requested by HNL, the League will host provincial tournaments in the Pee wee AA, Pee wee A, Bantam AA, and Bantam A divisions. Member associations will share the responsibility of providing ice time on a rotating basis to allow the League to host the annual HNL provincial tournaments. If necessary, the cost associated with hosting provincial tournaments for pooled program divisions will be recovered through player surcharges (if not already adequately included in budgeted player fees up front at start of season) to ensure the viability of each event.

Regulation 17: AFFILIATES

Teams in the pooled divisions will be assigned a set of affiliated players (APs) as outlined in Regulation 12. Teams will rotate opportunities for game call-ups amongst their pool of affiliated players. Where appropriate, affiliated players should participate in practices with the pooled team prior to participating in games. In Pee wee A and Bantam A, if a drafted affiliated player declines an offer to join a pooled team at the start of the season, then the team will be provided another player from the list of players who tried out for the pooled program but were not selected in the draft process. No APs will be activated after a date as determined by the Operating Committee.

Affiliates are expected to play with the pooled teams when requested, but they are not to be pressured to do so. Should there be a scheduling conflict with the affiliated player's regular team it is recommended that the pooled team game take precedence over their association based team. The affiliated player's association based B team is obligated to fill their roster from their respective C team or house league. Games take precedence over practices in all cases.

Regulation 18: OFFICIALS

Associations will arrange for all on ice and off ice officials for all League games played in their home arena. In all divisions, the standard 3-man system will be used.

Regulation 19: TRANSFERRING TEAMS BETWEEN DIVISIONS

Under Bylaw 7, the Operating Committee reserves the right to transfer an association based Atom team to another division if they are not of a comparable calibre to the other teams in their original division.

When a team is transferred to a new division they will start with 0 points. There will be no points transferred from the original division.

All games involving the transferred team in the division from which the team was transferred will be removed from the game results for that division. It will be as if the team never played in the original division from the perspective of divisional standings.

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When the transferred team is added to the schedule in the new division, on a go forward basis the transferred team will play the same number of games against each team in the new division.

Regulation 20: PROTESTS

Protests of the interpretation of a League rule may be made in writing to the Director of Hockey Operations within 24 hours of the initial interpretation of the rule. Protests are to be accompanied by a \$100 fee that will be refunded if the protest is successful. The \$100 fee will be credited to the League bank account for all unsuccessful protests.

Below the Pooled Divisions, all protests must be filed by the Association's Operating Committee representative. Coaches below the Pooled Divisions cannot file a protest directly. However, Head Coaches from the Pooled Teams can file protests directly.

Regulation 21: APPEALS

Appeals of any decision regarding a protest or disciplinary matter can be made to the HNL Appeals Committee. All appeals to the HNL Appeals Committee must conform to the regulations established in the HNL constitution, By-law 6, Section 610, available from the HNL website.

Regulation 22: POOLED DIVISIONS - AWARDS BANQUET

Each season will conclude with an awards banquet for the pooled program divisions. The awards banquet cost for players and coaches will be included in the player registration fees.

Regulation 23: POOLED DIVISIONS - AWARDS

The League will present both team awards and championship trophies at an annual awards banquet for all teams participating in its Pooled Program. Most Valuable Player and Most Dedicated Player will be given out for each team. In addition, the League will identify an all-star team (Goalie, 2 Defense, and 3 Forwards) for each pooled division based on voting by Head Coaches.

The Pee wee AA Championship Trophy will be known as the Shellie Dawe Trophy.
The Bantam AA Championship Trophy will be known as the Rosemary Marshall Trophy.

Playing Rules

Rule 1: PURPOSE

The purpose of the League Playing Rules is to clearly define any additions or deviations from the official playing rules established by Hockey Canada or HNL which are unique to the League. Players, parents, team management and the Operating Committee should be familiar with the League's Playing Rules.

Rule 2: AMENDMENTS TO THE PLAYING RULES

All proposed amendments to the League's Playing Rules will require a greater than 50% majority vote of the Operating Committee. Notice is *not required* to be given in advance of a meeting where an amendment to the Playing Rules will be discussed and voted upon.

Rule 3: LEAGUE PLAY

The League will play both a regular season and a playoff in each division to select the Division Champion.

Each team will play a balanced schedule of approximately 25 regular season games per season. There may be some variation depending upon the number of teams per division, and the overall duration of the hockey season.

A playoff series, as described in Rule 14, will follow the regular season.

Rule 4: GAME DURATION

Games in all non-pooled divisions will be of 30 minutes duration with 3 periods of 10 minute stop time duration scheduled in a 50 minute time slot.

Games in the pooled divisions will be of 45 minutes duration with 3 periods of 15 minute stop time duration with a 80 minute provision of ice time. Host Associations will schedule back-to-back games in the pooled divisions in a 3 hour time slot. In back-to-back games the ice will be resurfaced between the second and third period of the 1st game and between the first and second period of the 2nd game.

The referee may instruct the minor official to run the time clock in order to ensure the game will be concluded on schedule. However, there shall be no running of the clock for the last minute of the game. No additional time can be added to the game clock at the conclusion of the game.

Playing Rules

Rule 5: DEFAULTS

As a minimum, teams must ice fourteen (14) skaters plus one (1) goalie. The minimum number of players must be dressed and on the team bench before the start of the second period. Teams without the minimum number of players will forfeit two points to the opposing team. Games will be played to their conclusion with all penalties and suspensions applying as if the minimum number of players participated. A game will be halted if the Hockey Canada minimum player requirement as established in Playing Rule 2.2 is not met or if in the opinion of the referee it is unsafe for the players to proceed.

A default shall be recorded as a 7-0 result for team standing purposes.

Any Association based team that defaults three (3) games shall be reviewed by the Operations Committee to determine whether or not the team should stay in the league.

Rule 6: GAME RESULTS

Each team will identify a representative who will be responsible for uploading game results on the League website. The Association's Operating Committee representative will provide the Director of Hockey Operations with a list of association based team representatives immediately prior to the first game of the season.

The home team is responsible for uploading game results to the league website. The Director of Hockey Operations will assign a user id and password to the team representative responsible for uploading game results.

All game results are to be updated the same evening as the game was played.

Rule 7: TOURNAMENTS AND TRAVEL PERMITS

Association based teams traveling for tournaments or exhibition games must follow HNL regulations with respect to travel permits. Association based teams are responsible for advising the Director of Hockey Operations of any scheduling changes required to accommodate the team's travel plans. The maximum travel period must not exceed the actual days of tournament play and 1 travel day prior to and 1 travel day following the actual days of tournament play. The Director of Hockey Operations is not obligated to accommodate travel requests. Teams are requested to provide as much notice as possible to improve the likelihood of their travel request being approved. Association based teams traveling without League approval may have missed games defaulted, or the team can be suspended from League play for the remainder of the season.

Pooled teams traveling to tournaments and exhibition games must follow HNL rules, with all travel requests signed by the League President. Similar notification to the Director of Hockey Operations as discussed above for association based teams is also required.

Rule 8: SANCTIONING ADDITIONAL ON-ICE & OFF-ICE ACTIVITY

Teams in the pooled divisions can offer optional on-ice and off-ice activities that are in addition to the League scheduled activities. Teams must clearly advise players and parents that these activities are optional. Teams cannot make these additional activities mandatory and there can be no repercussions for players that chose not to attend. These activities include, but are not limited

Playing Rules

to, tournaments, exhibition games, extra practices, team building events, team meals, workouts, and dry land training. The League recognizes the value of these activities, and encourages team staff to be sensitive when approaching players and parents regarding these activities.

Rule 9: ICE TIME ALLOCATION

The League follows HNL's Ice Time Allocation guidelines. These guidelines are intended to provide every player an equal opportunity to develop their skills as a hockey player. In the spirit of player development all players are to be treated fairly and given the opportunity to contribute to team success.

Atom Divisions:

Games in their entirety are to be coached based on the principle of *equal ice time* for all players. It is recognized that equal ice time is not possible absent a buzzer system for line changes. However, coaches are expected to roll their lines in all 5 on 5 situations, and to continue to rotate players in all special teams (penalty kill and power play) situations. All players are to be given the opportunity to play in *all* game situations. At no time will a coach shorten their bench or change line combinations late in the game or for special team situations.

Peewee and Bantam Divisions:

In the 1st and 2nd periods all games are to be coached based on the principle of *equal opportunity* for all players. Coaches are expected to roll their lines in all 5 on 5 situations and to continue to rotate players in all special teams (penalty kill and power play) situations. All players are to be given the opportunity to play in *all* game situations.

In the 3rd period coaches have the *discretion* to play selected players in all special team situations and in the last three (3) minutes of the third period and throughout overtime. Prior to using special teams in games situations coaches must include special teams training for all players in their practises.

Goaltenders

Goaltenders have the option of (i) changing during the mid-way point of each game or (ii) play full games. Besides the overall season, throughout the course of any tournament, and each and every league playoff series, the team's 2 goaltenders must have equal game time. The Championship Game in a provincial tournament is excluded from this equal ice time requirement and the Head Coach can choose in this case to play either goaltender.

DJHL-specific Rule: When an AP goalie is called up for a second time and has not appeared for at least one full period in the first call-up game, then that goalie must play at least two full periods of the second call-up game, regardless whether it is a play-off game or not. The scoring of five goals on the AP goalie in the second call-up game is the only way the two period rule can be disregarded.

Any coach who is found upon investigation not to be following the ice time allocation rule will be subject to the following disciplinary action:

1. A **First Offence** warrants a written warning from the President, a copy of which will be sent to HNL to be placed on file.
2. A **Second Offence** warrants a one (1) month suspension from the date of the offence, with not less than a five (5) game duration.

Playing Rules

3. A **Third Offence** warrants a one (1) year suspension from the date of the offence.
4. A **Fourth Offence** warrants an indefinite suspension upon further review by HNL.

Rule 10: TIME OUTS

No timeouts are allowed in any division during the regular season. In the Peewee and Bantam pooled divisions only, one 30 second timeout per game is permitted during the playoffs.

Rule 11: SCHEDULES

The role of Scheduler will be undertaken by the Director of Hockey Operations. League schedules will be completed in advance of the season and released in stages through the League web site.

All games are scheduled to start no earlier than 5:30pm weekdays, and must be concluded by 10:00pm, with the exception of the Atom divisions where games must be concluded by 9:00pm.

Changes to home game schedules require a minimum of 7 days notice with the exception of games being postponed due to adverse weather conditions or the unavailability of the host facility. Requests for schedule changes are to be made to the Director of Hockey Operations *only* by the Operating Committee representative for association based teams or for the association providing the ice time for pooled league games and practices. *Coaches and managers cannot request changes to League schedules.*

The Director of Hockey Operations will determine if any schedule change request is bona fide and, if approved, will work with the two affected Associations to reschedule the game. Otherwise, the scheduled game must stand and if not played two points must be awarded to the opponent.

Postponed games must be added to the schedule as soon as possible after the original scheduled time. Typically there will only be two (2) weeks allotted at the end of the season to provide an opportunity to reschedule games.

Rule 12: PLAYOFFS

All teams make the playoffs. A playoff series to select League champions and divisional bronze medal winners (where there are five teams or more) will commence at the conclusion of the regular season. The League playoffs are to start no later than two (2) weeks after the end of the regular schedule for a particular division.

The Director of Hockey Operations shall ensure that there is normally a minimum of 6 weeks available for playoff games prior to Easter Sunday. Extending the season past Easter Sunday will require the approval of the Operations Committee.

In any play-off series using a 2 game total goal format, a tie will be allowed in the 1st game of the 2 game total goal series. If the teams are tied in goals at the end of the 2nd game, a shootout as per Rule 14 will decide the series winner.

The minimum number of players required for playoff games is the same as during the regular season.

Playing Rules

The League will present gold, silver and bronze medals in all divisions with five or more teams. Only gold and silver medals will be awarded in four team divisions.

Rule 13: PLAYOFF SEEDING

Playoff seeding will be based upon the final standings at the end of the regular season.

Ties for seeding purposes will be decided by the following:

1. Record against each other
2. If still tied, most overall wins in regular season
3. If still tied, goals for and against percentage in games involving the tied teams as per HNL tie breaking rules
4. If still tied, lowest penalty minutes in games involving the tied teams

Rule 14: SHOOTOUTS

If the teams are tied at the end of regulation time in a playoff game, the game will be decided by shootout.

The shootout procedure is as follows:

1. Initially each team identifies 3 players to participate in the shootout
2. Home team shoots first
3. The team with the most goals after each has taken 3 shots is the winner
4. If the score is tied after 3 shots, each team will proceed to alternate shots until a winner is declared
5. No player can shoot twice until every player has taken a shot
6. If a player was in the penalty box at the end of regulation time they will not be allowed to participate in the shootout

Rule 15: PLAYOFF SCHEDULE

The first two games of each playoff series will be scheduled according to the regular schedule of ice time used throughout the regular season. Thus the higher placed team may not always have the first game, but each team will host one game before either team hosts 2 games. If the higher placed team can provide ice time earlier in the week, before the regularly scheduled ice time for the lower placed team, then the first game will held at the earlier time. Forty-eight hours notice and the approval of the Director of Hockey Operations will be required for the higher placed team to request to reschedule the first game.

Typically the odd numbered games in any series shall be played at the home rink and time slot provided by the higher placed team. The lower placed team will normally host the even numbered games in each series.

Rule 16: SUSPENSIONS

Players and coaches in the League are subject to the HNL Suspension Guidelines as the basis for suspensions. In addition to the HNL Suspension Guidelines, the League may add 1 additional game for suspensions given for fighting infractions.

Playing Rules

Immediately following the completion of any game which included a suspension, gross misconduct or match penalty, the home team is responsible for sending a copy of the official game sheet to the Director of Hockey Operations. A scanned copy of the official game sheet should be forwarded to the Director of Hockey Operations' email account as cited on the League web site.

When a game includes a suspension that will carry over to future games, the home team is responsible for sending an email to the Director of Hockey Operations immediately following the conclusion of the game advising of the nature of the suspension. This requirement is in addition to the transmission of the official game sheet to the Director of Hockey Operations.

The Operating Committee, through the Executive Committee, reserves the right to increase the duration of HNL suspensions where the situation warrants this action.

Any suspension received in the DJHL must be served in the DJHL. House league, exhibition, tournament or high school games cannot be used to serve a suspension issued in a DJHL game. However, HNL sanctioned tournaments and exhibition games scheduled prior to the awarding of a suspension, in which the player's DJHL team is previously scheduled to participate can be used to serve a DJHL suspension.

Serving suspensions that carry beyond the end of the playoffs will be addressed by the Operating Committee.

The onus is on coaches to ensure that all players on the game sheet are participating in the game and are permitted to play and are not currently under suspension. Any coach who uses a suspended player will be subject to the following disciplinary measures:

1. Two (2) game suspension to the Head Coach for a first offence,
2. Suspension of the Head Coach the duration of which to be determined by the Discipline Committee for subsequent offences, and
3. Games where a team uses a suspended player will be forfeited to the opposing team.

Rule 17: GAME EJECTION

Players receiving 3 penalties (separate infractions) in any League game will receive a game ejection for the remainder of the contest. There is no carryover from the game ejection to the player's next game.

Rule 18: CALL-UP PLAYERS

Teams must use call-up players to ensure the minimum number of players, as established in Rule 5 – Defaults, are available for each game.

With exception, pooled teams must call-up from their respective pool of affiliated players. Association based teams will follow the rules established by their home association.

For further guidance please see Regulation 17 – Affiliates.

Playing Rules

Rule 19: COMMITMENT

As part of the player's commitment to their team, all pooled program players are required to attend all practices, games and team functions unless excused in advance by the coaching staff. Players are required to advise the coaching staff of his/her absence in advance of team functions. Excessive demands on players' time and expense will be arbitrated by the Operating Committee.



Appendix A
Duties of League Staff



Duties of the Director of Hockey Operations

GENERAL

The Director of Hockey Operations will be responsible for the day to day operation of the League. The Director of Hockey Operations will answer to the Operating Committee and will work closely with the Executive Committee.

APPOINTMENT

The Director of Hockey Operations will be appointed for a 2-year term that can be renewed with no limit on the number of terms served. The honorarium paid to the Director of Hockey Operations will be set in the annual League budget, as agreed upon by the Operating Committee.

The Operating Committee can use any method it wishes to identify candidates for the position of Director of Hockey Operations. The appointment must be made prior to the start of the hockey season.

DUTIES AND RESPONSIBILITIES

The duties and responsibilities of the Director of Hockey Operations include:

- Calling meetings on behalf of the Operating Committee as required
- Calling meetings on behalf of the Executive Committee as required
- Acting as recording secretary for all meetings
- Scheduling and uploading League games to the DJHL web site
- Maintain and circulate on a weekly basis a record of any/all suspensions
- Support the President to fulfill the role as media spokesperson
- Other duties as assigned

AUTHORITY

The Director of Hockey Operations has the authority to act on behalf of the Operating Committee and the Executive Committee in the following matters;

- Interpretation of League rules and regulations
- Purchasing of items in the approved budget
- Notify players of suspensions through the appropriate Operating Committee representative
- Negotiating changes to the League schedule
- Negotiating sponsorships



Duties of the Financial Administrator

GENERAL

The Financial Administrator will be responsible for the financial operation of the League. The Financial Administrator will answer to the Operating Committee and will work closely with the Executive Committee.

APPOINTMENT

The Financial Administrator will be appointed for a 2-year term that can be renewed with no limit on the number of terms served. The honorarium paid to the Financial Administrator will be set in the annual League budget, as agreed upon by the Operating Committee.

The Operating Committee can use any method it wishes to identify candidates for the position of Financial Administrator. The appointment must be made prior to the start of the hockey season.

DUTIES AND RESPONSIBILITIES

The duties and responsibilities of the Financial Administrator include:

- Work with the Treasurer to establish an annual League budget
- Determine the tryout fee based upon a cost recovery position
- Determine the annual registration fee for players
- Managing the DJHL bank account
- Oversee the League web site and Twitter account
- Negotiate sponsorship deals in collaboration with Director of Hockey Operations
- Register all pooled division players in the Hockey Canada Registry
- Maintain and circulate on a monthly basis a statement of League accounts
- Conduct the daily financial business of the League (pay bills, purchasing, bank deposits, etc.)
- Manage the uniform return/team allowance process
- Support the Treasurer to fulfill their role
- Other duties as assigned

AUTHORITY

The Financial Administrator has the authority to act on behalf of the Operating Committee and the Executive Committee in the following matters;

- Payment of bills
- Purchasing of items in the approved budget