



# UCMHL By-Laws

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## **BY-LAW I – ADMINISTRATION/PROCEDURE**

### **Section 1.1 - League Fees**

- a) Association and team registration fees will be set at the September meeting each year.
- b) All fees must be received by the Treasurer of the Upper Canada Minor Hockey League (hereinafter referred to as "UCMHL" or the "League") for each registered team no later than that team's first League game.
- c) Failure to submit fees by first League game will result in the suspension of the affected team(s) from further League play until fees paid.
- d) All fees/fines/levies are payable to the "UPPER CANADA MINOR HOCKEY LEAGUE" or "UCMHL", directly to the League Treasurer ONLY, and all debts to be cleared as of the Annual General Meeting (AGM).
- e) Any financial deficit of the League shall be pro-rated among all Associations at the UCMHL AGM each year and shall be payable no later than the next meeting of the UCMHL. Failure to pay this levy shall result in the suspension of the Association from further League/play involvement.
- f) Any Association that has not paid its fees by the November regular UCMHL meeting will not be entitled to vote on any matter pertaining to the operation of UCMHL until such time as its fees are paid in full.

### **Section 1.2 - Procedure/Rules of Order**

- a) Each meeting of the League shall be governed by "Robert's Rules of Order".
- b) Each general meeting of the League shall follow a standard agenda:
  - i Call to order by the President or designate.
  - ii Roll Call.
  - iii Minutes
    - a. Reading of the minutes of the previous meeting(s)
    - b. Errors or omissions in the Minutes
    - c. Motion to adopt the minutes as read, corrected and/or circulated.
  - iv Business arising from the Minutes.
  - v Correspondence.
  - vi Delegation(s).
  - vii Executive Reports.
  - viii New Business.
  - ix Queries from the Membership.
  - x Adjournment.
- c) The AGM of the UCMHL shall be held in May of each year in conjunction with the District 1 AGM.
- d) The Semi-Annual Meeting shall follow the standard UMCHL agenda in Section 1.2 b) and can be held in November of each year if required.

- e) The agenda for the AGM shall include, under Section 1.2 b), New Business, a subsection for amendments to the Constitution and By-Laws - notice of motion(s).
- f) The League shall meet the third Monday of every month NOTE: Further meetings may be called by the President. The following monthly meetings shall focus on:
  - i) September: Team declarations, setting of UCMHL fees, ice allocations, playoff structure (for subsequent request for tender for Awards)
  - ii) October: Association Coaches List is due to the Vice President (must include 2 names, phone numbers and email addresses for each declared team)
  - iii) November: Team movement, Association and league fees deadline
  - iv) January: Selection of contract for awards
  - v) February: Distribution of awards to Division Convenors
  - vi) April: Presentation of awards, constitutional amendments, setting of ice allocation deadline for next season
- g) No proxy or votes inabsentia shall be allowed on any motion tabled at any UMCHL meeting.

## **BY-LAW II - PLAYER & TEAM REGULATIONS**

### **Section 2.1 - Player/Team Registration**

- a) All players must register to play for the Association in whose zone the player resides.
- b) No Association shall knowingly register a player from another zone without necessary approval.
- c) All teams playing in the UCMHL must have their team's lists in the hands of the D1 Registrar prior to their 1st League game of the season. Final team lists are due by October 31<sup>st</sup>.
- a) All overage players allowed to move down one level will be designated with capital letters "OA" beside their name on the game sheet. A HEO form for over-agers (can be found on the HEO website). This form must be filled out and given to the District 1 Chair for presentation to HEO Minor for formal approval. Any Association playing that is not within the boundaries of District 1 must give their form to their respective District Chair. Associations may refer to the HEO Overage Player Policy ([http://www.hockeysternontario.ca/docs/HEO\\_Overage\\_Player\\_Policy.pdf](http://www.hockeysternontario.ca/docs/HEO_Overage_Player_Policy.pdf)) for further information.
- d) All AA or A players returning to teams in the UCMHL shall be assessed by their Home Association and placed on the appropriate skill team at their level. The President of the UCMHL and the appropriate District Registrar are to be made aware of the incoming player and subsequent placement. If no room is available on the appropriate team at their level, the UCMHL shall, after proper consideration, place the player on a team suitable to their abilities at the next higher Rep B or House League level.

## **Section 2.2 - Team Movement**

- a) Consideration will be given to moving teams up or down based on the request of an Association President. The UCMHL Executive will decide based on statistics provided by the Division Convenor.
- b) A team moving up or down will have its games and points reviewed by the Convenor of that level.

Example:

- 1. The team moving up/down has played 10 games.
- 2. The team does not take any of their points with them from those 10 games.
- 3. Out of the 14 remaining games this team wins 8, loses 6 and ties 0.
- 4. The teams total for the 14 games at the higher level is 16 points.

End of Season Points Calculation

- 1. The 16 points are divided by the 14 games played to get the average points earned per game.
- 2. The average is  $16/14 = 1.14$  points per game
- 3. Multiply the points per game 1.14 times 24 games = 27 points for the 24 game season.

## **Section 2.3 - Player Regulations – Affiliation**

2.3 a) See HEO Policy 6.59 Affiliated Players

## **Section 2.4 – Discipline**

### Subsection 2.4.1 – Discipline Committee

- a) The UCMHL will have a Discipline Committee comprised of the President, 1<sup>st</sup> Vice, and two (2) UCMHL Executive Members or Division Convenors and/or Association Presidents.
- b) The UCMHL Discipline Committee shall have the power to suspend, discipline or expel any team, team member, bench member, or any member of an Association from participation in the UCMHL when the above mentioned people fail to observe the Code of Discipline as set out by HEO, or whose conduct, in the opinion of the Discipline Committee, is detrimental to the proper conduct of hockey within the League.
  - (i) The UCMHL Discipline Committee shall have the power to suspend an Association within the UCMHL if the Association fails to observe the Code of Discipline as set out by HEO. Or whose conduct, in the opinion of the Discipline Committee, is detrimental to the proper conduct of hockey within the League.
- c) All decisions of the UCMHL with regard to discipline may be appealed to District 1. District 1 Chair will determine if there are sufficient grounds for appeal as per HEO rules. Every effort will be made to convene such a hearing in a timely fashion. Requests for appeals must be brought forward to District 1 by the President of the Association.

- d) Each Association requesting an appeal shall submit such request in writing to the District 1 Chair and/or their delegate within 72 hours of the UCMHL hearing and shall include with their written request a cheque, cash or money order in the amount of \$150.00 payable to District 1.
- e) Refund of an appeal fee will be based on HEO rules and expense fees.

#### Subsection 2.4.2 – Appeals

- a) Appeal procedures shall be as set in accordance with HEO Code of Discipline.
- b) Appeals which are overturned or ruled against at Rules and Discipline Committee level may only be appealed to the District One through its Chairman. The League as a whole may appeal any Rules and Discipline Committee decision to the HEO Appeals Committee person.
- c) Communication regarding appeals MUST come from the Association ONLY. No individuals, team officials or players shall be permitted to file appeals. Communication regarding the outcome of an appeal hearing shall be with the Association President ONLY.
- d) Every effort will be made by the Rules and Discipline Committee to stage appeal hearings within one week of the incident. This requires that Associations notify the District One Chairperson of Rules and Discipline through their President that they will be requesting a hearing as soon as possible so that proceedings may be started. 48 hours written notice by way of an “Official Protest Form” is still required despite telephone notification of a hearing.

#### Subsection 2.4.3 - Suspensions

- a) All suspend able offences must be reported to the D1 Rules & Discipline Director immediately following the game, but no later than 12 hours following the incident.
- b) The Head Coach shall choose who he/she wants to liaise with the D1 Rules & Discipline Director keeping in mind that the Head Coach is responsible for all aspects of his team. (HEO ruling)
- c) The HEO Code of Discipline shall form the basis of all minimum discipline with the play governed by the UCMHL.
- d) The D1 Rules & Discipline Director will rule on the offence in terms of appropriate discipline as set out in guidelines by HEO. Suspensions may not be lowered but at the discretion of the D1 Rules & Discipline Director may be increased depending on the circumstances.
- e) It shall be the decision of the Head Coach who he/she determines shall be responsible to report such offences to the D1 Rules & Discipline Director. It should be kept in mind that the Head Coach is responsible for all aspects of his team.
- f) ALL suspensions of players or team officials must be recorded on the face-side of the HEO Game Sheet. For example: John Doe, Serving 1 of 5 INITIALLED BY THE REFEREE.
- g) Any issues of Risk and Safety shall be reported to the District 1 Chairperson and District 1 Risk & Safety Director who in turn will contact the appropriate Association.

- h) ALL complaints to the League must be in writing before they will be acted upon.
- i) If a referee/official is a player and/or bench staff and is suspended, then that suspension shall be reviewed by the D1 RIC to determine if the player/bench staff will also be suspended from officiating.

### BY-LAW III - GAME REGULATIONS

#### Section 3.1 – Team Declarations

- a) All Associations are to use sound judgement and accepted practices when declaring teams and follow the below options;

# of Teams		Rep	B House	C House
1		0	1	0
2	OPTION 1	1	1	0
	OPTION 2	0	1	1
3		1	1	1
4	OPTION 1	1	2	1
	OPTION 2	1	1	2
5	OPTION 1	1	2	2
	OPTION 2	1	3	1
6	OPTION 1	1	3	2
	OPTION 2	1	2	3

- b) If an Association has 7 (seven) or more teams at any level, they must follow the guidelines for 6 (six) team declaration and then place additional team(s) according to playing ability and skill level of their members.

#### Section 3.2 – Game Length and Structure

Division	Pathways (as applicable)	Game Length	Game Structure
U9	HEO U9 Pathways will be followed by UCMHL. UCMHL will offer Tier2, Tier 3 and Tier 4.	<ul style="list-style-type: none"> <li>50-minute half ice consisting of: <ul style="list-style-type: none"> <li>2-minute Warmup and Divider placement,</li> <li>Half Ice</li> <li>22 minute 30 second of continuous 4 on 4 with a buzzer or whistle every ninety seconds,</li> <li>minute half time,</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Officials: One official as per HEO U9 Pathways.</li> <li>Puck: Standard Black 6-ounce puck to be used</li> </ul>

		<ul style="list-style-type: none"> <li>○ 22 minute 30 second of continuous 4 on 4 with a buzzer or whistle every ninety seconds,</li> <li>○ 1-minute handshake.</li> <li>● Full Ice (if offered) <ul style="list-style-type: none"> <li>○ Warmup: 2 minutes,</li> <li>○ First Period: 10-minute stop time,</li> <li>○ Second Period: 10-minute stop time,</li> <li>○ Third Period: 12-minute stop time,</li> <li>○ Handshake.</li> </ul> </li> </ul>	
U11	U11 Hockey Pathways will be followed by UCMHL. UCMHL will offer Competitive B, Recreational B and Recreational C.	<ul style="list-style-type: none"> <li>● 50 minute curfewed time full ice consisting of: <ul style="list-style-type: none"> <li>○ Warmup: 2 minutes,</li> <li>○ First Period: 10-minute stop time,</li> <li>○ Second Period: 10-minute stop time,</li> <li>○ Third Period: 12-minute stop time,</li> <li>○ Handshake.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Puck: Standard Black 6-ounce puck to be used</li> </ul>
U13	UCMHL will offer Competitive B, Recreational B and Recreational C.	<ul style="list-style-type: none"> <li>● 80 minute curfewed time full ice consisting of: <ul style="list-style-type: none"> <li>○ Warmup: 3 minutes,</li> <li>○ First Period: 15-minute stop time,</li> <li>○ Second Period: 15-minute stop time,</li> <li>○ Third Period: 18-minute stop time,</li> <li>○ Handshake.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Puck: Standard Black 6-ounce puck to be used</li> </ul>
U15	UCMHL will offer Competitive B, Recreational B and Recreational C.	<ul style="list-style-type: none"> <li>● 80 minute curfewed time full ice consisting of: <ul style="list-style-type: none"> <li>○ Warmup: 3 minutes,</li> <li>○ First Period: 15-minute stop time,</li> <li>○ Second Period: 15-minute stop time,</li> <li>○ Third Period: 18-minute stop time,</li> <li>○ Handshake.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>● Puck: Standard Black 6-ounce puck to be used</li> </ul>
U18	UCMHL will offer Competitive B, Competitive Minor B (when there is a minimum of five teams), Recreational B.	<ul style="list-style-type: none"> <li>● 80 minute curfewed time full ice consisting of: <ul style="list-style-type: none"> <li>○ Warmup: 3 minutes,</li> <li>○ First Period: 15-minute stop time,</li> <li>○ Second Period: 15-minute stop time,</li> <li>○ Third Period: 18-minute stop time,</li> </ul> </li> <li>● Handshake.</li> </ul>	<ul style="list-style-type: none"> <li>● Puck: Standard Black 6-ounce puck to be used</li> </ul>



### **Section 3.3 – Time of Match**

- a) A stopwatch or running clock is started at the start of the warm-up. This applies in all regular and playoff games.
- b) It shall be the member association's responsibility to ensure that all timekeepers are provided with copies of the Appendix A – Timekeepers' Instructions.
- c) The coach may have his captain or alternate captain request to be informed of the time remaining in the game once, without receiving a minor penalty for "delay of game".
- d) The timekeeper (minor official) will buzz the game complete when the allotted time for the game has expired in accordance with Section 3.2.
- e) No time outs will be allowed in regular or playoff games.
- f) It shall be the responsibility of member Associations to inform their timekeepers of the provisions of this section and to ensure that they are complied with for all League games.
- g) If a penalty shot has been called by the referee the shot will be completed in the event the running clock has expired after the shooting play has started.
- h) Game is considered complete if 2 full periods have been played. If 2 periods have not been played the game will be rescheduled.
- i) The League will decide if a game is to be re-played due to extenuating circumstances during that game.

### **Section 3.4 - Game Postponements**

- a) Any team not showing up for a scheduled league or playoff game without notification to the Division Convenor shall be responsible for payment of all Game Officials and cost of ice. Further disciplinary action may also be taken.
- b) All games postponed for the convenience of the team (i.e., tournaments) MUST be "re-scheduled" in advance of the originally scheduled date and time OR a date must be picked that is agreed on by both teams involved as well as the Division Convenor before postponement is allowed.
- c) Tournaments will not be played during play-offs UNLESS Division Convenor gives approval and the play-off series is not compromised.
- d) Twenty-four hours (24) notice must be given to the Division Convenor of any league or playoff games being postponed. (24 hours prior to scheduled game time).
- e) In the case of a team showing up for a game with less than six (6) players then the game will not proceed. A game sheet MUST be filled out and signed by the Officials. The Discipline and Appeals Committee will investigate the circumstances surrounding the lack of players. It will be determined by this Committee if the game is to be re-played or if points will be awarded to the non-offending team. The Discipline and Appeals Committee will also determine if the team that didn't have enough players will be informed that they are responsible for the Officials fees and ice costs.

f) **Game Cancellation Due to Weather**

- Minimum Cancellation is 4 hours before puck drop. This will allow players with long distance travel to be advised as well as officials.
- Cancellation should come from the travelling team.
- Both teams need to be in agreement of the change. If both teams cannot agree, then the UCMHL Division Convenor, in consultation with the President or Vice-President will make the final decision.
- Once both teams agree, the HOME team must advise the UCMHL Division Convenor of the cancellation. An email including details of the game including game number, home and visiting team.
- Home team is responsible for notifying Game Officials as well as their own Association President and ice allocator.
- An alternate date can be arranged with the cancellation.
- If an alternate date cannot be arranged the day of the cancellation, the teams will have 72 hours to agree on a new date/time/location or Division Convenor will step in to help mediate.
- Game Officials need to be confirmed once a new date has been agreed upon by the teams and Division Convenor.

**Section 3.5 - General Game Regulations**

- a) All Associations playing in UCMHL must have a white jersey and a coloured jersey, .Each Association shall declare their colours to the UCMHL President at the beginning of each season. If these colours are accepted, they may not be changed during the season without the approval of the League President. In inter-branch competition, it will be the responsibility of the Home Team to change its sweaters and socks if the colours of the competing team conflict. The decision in this matter shall be left to the Referee in charge of the game.
- b) All players participating in UCMHL games must wear protective equipment in accordance with Hockey Canada.
- c) Team handshakes, when used in League regular season or play-off game situations, shall occur at the END OF THE GAME.
- d) All games at the Rep Level of U15, U16, U18 will be played with body checking. All House Level will be played with NO body checking.
- e) The first copy of the game sheet is kept by the Home team. The second and third copies are given to the Home and Away coaches. The fourth copy is kept by the referee.
- f) All game results A scanned copy of the game sheet will be e-mailed by both the home and visiting team coach to their Division Convenor and D1 Rules & Discipline Director within 12 hours. (A coach can appoint someone else to report results keeping in mind that the coach is ultimately responsible for his team).
- g) If the D1 Rules & Discipline Director does not receive the game sheet within 12 hours after a game is played, disciplinary action may result.

## **BY-LAW IV – GAME OFFICIALS – REFEREES/LINESMEN/OFF-ICE OFFICIALS**

### **Section 4.1 - General Regulations**

- a) All UCMHL games hosted in Canadian venues must be officiated by HEO registered and crested officials who are in good standing and have been certified for the current hockey season.
- b) A team official for the Home Association **MUST** verify that all on-ice officials have arrived for the game 20 minutes prior to game time. If not, the team official should be contacting the Association and/or D1 RIC.
- c) If less than the minimum number of required **assigned** officials (in accordance with the District 1 Constitution, Article 9 b) Game Officials) show up for a game, BOTH COACHES must agree to play the game. If they agree to play the game, the game is played and **CANNOT** be protested. If they **DO NOT** agree, the game will not be played. Game will be re-scheduled.
- d) c) All Game Officials shall authorize all game sheets by printing their names on ALL game sheets.
- e) d) If there are not at least two (2) officials available on the ice ready to drop the puck, ten (10) minutes after the scheduled starting time, then the game is to be rescheduled.
  - 1. If this happens, the incident is to be reported immediately to the District 1 Referee-in-Chief as well as the President of the Association.
  - 2. Disciplinary action can be taken by both the Association and the District depending on circumstances surrounding the no-show.
- f) The Referee-in-Chief of any Association may apply to the District One Referee-in-Chief for relief from Section 4.2 of By-Law IV where special circumstances exist.
- g) All Associations Referee-in-Chiefs shall ensure that their officials are registered in the assigning system including updating their Hockey Canada ID number.

### **Section 4.2 - Regular Season Games**

- a) All regular season games shall be refereed by Level II Officials in the U11, U13 and U15 Divisions. Level I officials are permitted to officiate these levels if approved by the D1 RIC based on ability. This decision must be able to be substantiated by prior supervisions.
- b) All regular season games shall be refereed by Level III Officials in the U15, U16/U18 and U21 Divisions, when available.
- c) From U13 and up, a three-man system will be scheduled, when possible.
- d) The home team shall supply all Game Officials for regular season games, including Minor Officials, notwithstanding that the visiting team may exercise the right to provide a Minor Official.

### **Section 4.3 - Play-off Games**

- a) All play-off games will be officiated by a three-man system, when possible. Championship series will be assigned neutral referees.
- b) In the event that a three-man system cannot be utilized for a game, Hockey Canada regulations governing this situation will apply.
- c) A coach, through his Association President, may request neutral officials at their own expense (applicable to play-off games and regular season games). If there are extenuating circumstances regarding officiating, for any play-off game or regular season game, the Association is to contact the District 1 Chair. District 1 Chair will consult with Referee-In-Chief to investigate validity of the complaint.
- d) The neutral referees shall be assigned by the D1 Referee-in-Chief.
- e) The home team will provide both linesmen unless otherwise agreed to by the teams/associations involved.

## **BY-LAW V - REGULAR SEASON STRUCTURE**

### **Section 5.1 - General Regulations**

- a) The UCMHL shall consist of three divisions of play U9 to U18 as follows:
  - B Rep/U9 Tier 2
  - House League B/ U9 Tier 3
  - House League C/U9 Tier 4
- b) Entry into any Division is available to any League Association; however, minimum entry requirements are documented in By-Law III, Section 3.1.
- c) All Associations shall register their teams at the September meeting of the League.
- d) Ice Allocation will be submitted electronically (template will be supplied) by August 31 of each year to the Vice President. A minimum number of ice time allotments are mandatory based on game allotments for the season. It is recommended that at least three ice times be given that are not usual ice times so that if the Division Convenor has Associations that all play on the same day there is room for adjustment.

### **Section 5.2 - Schedule Structure**

- a) The regular season shall consist of a total games per below. All levels regardless of number of teams will play in one division, crowning one Regular Season Champion and one Sportsmanship Award.
  - As it is determined by HEO for that season for U9 to U15

- b) The regular season schedule shall begin and end as outlined based on the season schedule voted upon at the August UCMHL monthly meeting. All games, including makeup games, must be completed between these specified dates.
- c) During any stipulated dates that the UCMHL have deemed there be no games scheduled, coaches may still use these dates may to make up previously cancelled games or rescheduled games due to tournaments as long as BOTH coaches AGREE to this.
- d) The Vice President will call a Division Convenor meeting before the start season scheduling. The Division Convenor meeting will review:
  - Schedule format for each division.
  - Discuss travel concerns (distant associations play games early in the season, while local associations play later in the season).
  - Information to be disseminated to all UCMHL teams.
- e) The UCMHL President or their designate will hold a MANDATORY division meeting with team representatives for all teams within that division to discuss:
  - 1) UCMHL Regular Season and Play-off Schedule Review
  - 2) UCMHL By-law Review
  - 3) Introduction of the Division Convenor
  - 4) Rules and Discipline Reporting Information
  - 5) Team list deadlines
  - 6) Affiliation guidelines
  - 7) UCMHL website link for schedules, results, constitution etc.
  - 8) Game times, as follows:
    - i Week-nights - 6 pm to 9 pm (start times)
    - ii Week-ends - 9 am to 9 pm (start times)
  - 9) Schedules will be posted to the UCMHL website the Thursday before the regular season starts.

### **Section 5.3 - Order of Finish - Regular Season - All Divisions**

- a) Each team shall receive two points for a win and one point for a tie.
- b) The greater the number of points the higher the finish and the order of finish in each Division shall be declared using the highest to the lowest point accumulations.
- c) Resolution of two-way and three-way ties after the conclusion of regular season play to determine regular season finish placing:
  - 1) Team with the most wins will be declared the higher seed.
  - 2) If still tied, then the team with the least losses will be declared the higher seed.
  - 3) If still tied, then the team who had the best record, head-to-head will be declared the higher seed.
  - 4) If still tied, then the team with the least goals against will be declared the higher seed.
  - 5) If still tied, then the team with the most goals scored will be declared the higher seed.
  - 6) If still tied, then the team with the least penalty minutes will be declared the higher seed.

- d) The team finishing with the highest number of points shall be declared the League Regular Season Champions and all other placing can be determined.

## **BY LAW VI - PLAYOFF STRUCTURE**

### **Section 6.1 - General Regulations**

- a) A team must complete 100% of their regular season scheduled games to be eligible for playoffs. Failure will result in disqualification from any playoff hockey. (Extenuating circumstances will be looked at by League Executive)
- b) The score for each playoff game must be called in or e-mailed to the UCMHL Division Convenor immediately following the game by the home coach. The next series may need to be scheduled. The game sheets must be mailed to the District 1 R&D.
- c) Playoff structures will be decided on and voted by UCMHL Presidents by end of November and published as an Appendix for the current season
- d) In any game in which overtime is required, the following rules shall govern play in the overtime.
  - 1) Coach must name 3 shooters at the beginning of game
  - 2) 4 on 4 skaters plus goalie for 5 minutes, stop time.
  - 3) If still tied 3-3 for 5 minutes, stop time.
  - 4) If still tied the first three shooters will shoot.
  - 5) If still tied each team will send out a shooter in a sudden death format. No repeat shooters (first three may not shoot till all other team members have shot).
  - 6) No one who is in penalty box at end of 3-3 will be allowed to shoot in the shoot out.
- e) In the deciding game of a play-off series where there is a provision for overtime, the curfew clock will not apply. When the game clock expires, the game will then be considered complete. If the score is tied, the game will go into sudden death by following the overtime rules. In the deciding game of a play-off series where there is a provision for overtime, the curfew clock will not apply. When the game clock expires, the game will then be considered complete. If the score is tied, the game will go into sudden death by following the overtime rules.

## **BY LAW VII - AWARDS**

### **Section 7.1 - Regular Season**

- a) At the end of the regular season, the first-place team of each Division shall be awarded an award with each registered team member's name on it. Award will be decided by the League on a yearly basis.

### **Section 7.2 - Playoffs**

- a) UCMHL Division Convenor or their designate will represent the League at any deciding playoff championship games(s) to present awards to the participating teams at the conclusion of game. All other awards, including Regular season champions and Sportsmanship awards will be presented to their team by their home Association President and/or designate)
- b) The winning team shall be awarded a 12 x 9 plaque or banner inscribed Playoff Champion. Each registered member of the winning team shall be awarded an individual award as determined by the UCMHL on a yearly basis. Each registered member of the Finalist team shall be awarded an individual award as determined by The League on a yearly basis.

### **Section 7.3 - Sportsmanship Award**

- a) The Sportsmanship award shall be given in each Division at every level of play to the team which has the lowest penalty minutes over the regular season.
- b) A team must have played 100% of their scheduled regular season games in order to be eligible for the sportsmanship award.
- c) The Sportsmanship Award shall consist of an award with each registered team member's name on it.

## APPENDIX A– TIMEKEEPER’S INSTRUCTIONS

1. Once the Zamboni doors are closed and both teams have stepped onto the ice, the 2 or 3-minute warm up will commence on the game clock. This marks the official start time to the game (either 50 minutes or 80 minutes). This time shall be recorded on the game sheet as the official start time.
2. A stopwatch and the running clock (if the arena is equipped with a running time clock) are to be started at the same time as the game clock (see step 1).
3. In order for someone to qualify to be a scorekeeper they must be a minimum of 14 years of age and have completed a timekeeper’s clinic or they must be 16 years of age. Age & qualifications shall be respected as per the HEO Handbook. Game sheets must be filled out correctly and completely.
4. In ALL REGULAR AND PLAY-OFF GAMES, both the visiting and home teams provide one volunteer for the timekeeper’s box. By not providing a volunteer in the timekeeper’s box, then that team forfeits their ability to protest the game to the UCMHL Rules and Discipline Committee
5. In ALL REGULAR AND PLAY-OFF GAMES, both the visiting and home teams each provide a penalty box attendant for their penalty box. The volunteer in the penalty box cannot engage in any type of disruptive discussion with on ice officials or persons in the scorekeeper’s box regarding the game. The volunteer in the penalty box, running the clock and scorekeeper must remain neutral and cannot comment on any official call. **Off ice Officials must remain NEUTRAL. On Ice Officials have the right to remove anyone that is disrupting the game and there could be a penalty assessed to the team that the volunteer comes from for delay of game.**
6. It shall be the responsibility of member Associations to inform their timekeepers of the provisions of this section and to ensure that they are complied with for all regular and playoff games.
7. In the event that a penalty shot has been called by the referee and the running clock expires, the penalty shot will be allowed to be completed.
8. The coach may have his captain or alternate captain request to be informed of the time remaining in the game once, without receiving a minor penalty for “delay of game”.
9. Any time related changes to the game sheet must be initialed by both coaches. If this directive is not complied with, no protests will be accepted by the UCMHL Rules & Discipline Committee.