Yellowknife Rec Hockey League

League By-Laws

Amendments/Updates:

Date	**Applicable Section**	**Reason for Amendment/Update**
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Article I – Name & Purpose

1. The name of this organization shall be the **Yellowknife Rec Hockey League**.
2. The purpose of the League is to promote competitive and recreational hockey in a safe, inclusive, and respectful environment.
3. The League shall foster sportsmanship, fair play, and community engagement.

Article II – Membership

1. Membership is open to individuals or teams who:
    1. Pay the required fees, and
    2. Abide by the by-laws and rules
2. Membership categories:
    1. **Teams** – official league participants.
    2. **Players** – must be registered with a team.
    3. **Affiliates** – referees, City Staff, timekeepers, volunteers, and coaches.
        - *Individuals can be in multiple membership categories*
3. All members must be in good standing (no outstanding fees or suspensions).

Article III – Governance

1. **League Executive** should consist of:
    1. President (1)
    2. Vice-President (1)
    3. Treasurer (1)
    4. Registrar (1)
    5. Scheduler (1)
    6. Disciplinary Head (1)
    7. Referee-in-Chief (1)
    8. Executive Members at Large

2. League executive must consist of at least a President, Treasurer, Scheduler, and one representative per team.
3. Executive members shall be elected annually at the League AGM by majority vote of the members present.
4. Executive members can be removed prior to the end of their term by unanimous vote of the remainder of the executive.
5. All Executive members are expected to attend board meetings, participate in board discussions, relay information to the league as required by their role, and take on additional tasks as needed and able.
6. Specific responsibilities:
    1. **President:** Act as spokesperson for the league to media, public, team reps, ref association, respond to inquiries from team representatives, respond to inquiries from players, respond to inquiries from public and media, chair league meetings, liaison to Hockey NWT and other organizations, provide guidance on updating league's By-Laws, Policies and Procedures, and other required documents, communicate Annual General Meeting (AGM) details (date, location, time, etc.) to team reps, draft and circulate agenda for the AGM, communicate meeting details (date, location, time, etc.) to team reps.
    2. **Vice-President:** assists President, assumes duties when absent, act as secretary at meetings, take and distribute meeting minutes, maintain League Facebook page.
    3. **Treasurer:** Prepare annual budget and balance sheet for AGM, determine league fees at start of the year, update and maintain league finances, collect team registration fees, follow up with teams on fees and fines owed, maintain league back account, respond to finance-related inquiries from team reps, pay invoices to City for ice times, pay invoices to CanLan for league insurance, pay invoices to ref's association, communicate with team reps for fines for defaults, missed timekeeping, missed league meetings, and player penalty fines, collecting fines, issue honorarium to each eligible Executive Member.

4. **Registrar:** Submit team rosters (with player information) to CanLan (or league insurer), fill out proof of insurance sheet and send to CanLan before each season, send proof of insurance sheet to City of Yellowknife before each season, update rosters up to roster cut-off date by: sending new player information to CanLan, updating YK Rec League Roster sheet, confirming final player numbers after roster cut-off date for CanLan invoice, communicate roster rules to team reps if rules are broken, respond to roster-related inquiries from team reps/players with guidance from President/Executive, respond to players seeking to find a team, send team reps player information.

5. **Scheduler:** Communicate with City of Yellowknife to confirm ice times at the start of the year, communicate with City throughout year to reconcile any changes to their ice availability, build schedule and ensure each team plays the same amount of games, avoid scheduling games during Stat Holidays, Hay River's November tournament, Christmas Break, on Friday or Saturday nights starting last weekend of November until Christmas (Christmas party season), Super Bowl Sunday, confirm Carl's ice times and which division they want to play in, collect gamesheets from officials rooms to enter scores and tabulate standings, collect month-end icetime invoices from City and confirm they are correct before sending to Treasurer for payment, track missed timekeeping and team defaults and send to Treasurer to issue fines, track major penalties, misconducts and suspensions for escalating offenses and communicate them to Disciplinary Head, respond to (and accommodate within reason) scheduling requests from team reps, communicate any scheduling changes to affected teams, schedule year-end playoffs.

6. **Disciplinary Head:** Update Suspensions page on website, based on reports from Referee-in-Chief, communicate suspensions as soon as possible (same day, if possible) to team reps, communicate with Referee-in-Chief if any questions about incidents, create Disciplinary Committee to review Match penalties and gross misconducts, respond to suspension- or disciplinary-related inquiries from team reps, with guidance from President/Executive, provide suggestions for updating league's Policies and Procedures, Minimum Suspensions documents.

7. **Referee-in-Chief:** Communicate incident reports to Disciplinary Head, provide rules guidances for incidents, act as liaison between Executive and referees.

8. **Executive Members at Large:** assists with tasks as identified by league Executive and the member.

1. Each participating team in the league must designate two team representatives to receive and disseminate Executive correspondence to their members. This representative may or may not be a member of the Executive.

Article IV – Meetings

1. **Annual General Meeting (AGM):** held before the season to review schedules, finances, League projects, rule changes, and elect Executive Members.
2. **Regular Meetings:** may be called by the President or upon request of an Executive Member.
3. A quorum shall be 50% +1 of the Executive.
4. Executive Members are permitted to provide their input, votes, or feedback via proxy to the President, in writing, prior to a league meeting taking place.
    1. This includes proxy votes for Executive positions during the election of members at the AGM.
5. Voting may take place via email at the President's discretion, if board members are unable to convene for a timely meeting or a decision must be made prior to the next scheduled meeting.
    1. Any executive member may inform the President that they request an online vote be held.
    2. A quorum must be reached by email within 72 hours of a vote being called for the result to be binding.

Article V – League Operations

1. **Season:** shall run from early mid-September to the Wednesday before Spring Break, unless otherwise specified by the League Executive. Season start and end dates are always dependent on available icetime.
2. **Game Rules:**
    1. The League shall follow current **Hockey Canada** rules, including supplementary discipline for gross misconduct, major, and match penalties, unless otherwise specified.

2. The League will also enforce “House Rules” as outlined in Appendix A – Policies and Procedures.

3. **Scheduling:** all games shall be scheduled by an Executive member and approved by the Executive.

4. **Playoffs:** format to be determined once teams have confirmed participation. Deadline for confirming participation will be set every year at the AGM.

Article VI – House Rules

1. **League Fees:** league fees are set and regularly reviewed by the Executive. Teams must pay their league fees by the dates established by the Executive at the AGM. If a team fails to do so, without written communication to the League Executive, the team will be removed from the schedule for the remainder of the season.

    1. Teams delinquent on league fees or outstanding fines from the previous season will not be able to play in future seasons until their fees are paid.

    2. If a team is delinquent on league fees or folds, players registered to that team may not play for other teams in current or future seasons without paying a $250 individual fine to the league.

        1. The amount of this fine may be reviewed and changed by the Executive.

2. **Registration:** all players in the league must be registered with the League prior to participating in a League game. Teams are required to submit their roster prior to their first game. Additional registrations can be made until the roster lock deadline as outlined in Appendix A – Policies and Procedures

3. **Rosters:** as outlined in Appendix A - Policies and Procedures.

4. **Playoff Rosters:** as outlined in Appendix A – Policies and Procedures.

5. **Pick-up Players/Substitute Players:** as outlined in Appendix A - Policies and Procedures.

6. **Timekeeping:** teams will be assigned timekeeping duties throughout the season. This is identified on the League Schedule. If a team fails to complete their timekeeping duty, they will be fined as outlined in Appendix A - Policies and Procedures.

7. **Minimum Age Requirements:** no player under the age of 16 years old is permitted to play in the Yellowknife Rec Hockey League. Players under the age of 18 are required to have a waiver signed by a parent or guardian.

Article VII – Finances

1. League fees shall be set at the AGM.
2. All league funds shall be deposited in a recognized financial institution.
3. Routine and recurring expenses of up to $1,000 can be paid by e-transfer initiated by the Treasurer.
4. Signing authority shall rest with up to four Executive members, including the Treasurer.
5. Irregular payments and payments over $1,000 must be authorized by two Executive members with signing authority.
6. The previous year-end's financial statement shall be presented at the AGM.
7. League purchases over $2,500 outside of regular and expected purchases require a majority consensus from the Executive.
    1. *i.e. special league projects, high-cost material or equipment purchases*.

Article VIII – Discipline & Appeals

1. Players, teams, or referees may be disciplined for:
    1. Unsportsmanlike conduct,
    2. Abuse of referees,
    3. Physical and/or verbal altercations,
    4. Failure to follow league rules.
2. As required, an ad-hoc Discipline Committee (minimum 3 Executive members) will be struck to review incidents and communicate decisions with the appropriate team reps.
    1. The committee will be struck at the request of the Referee-in-Chief or league President.

2. No Executive members may sit on the Discipline Committee to consider punishment for themselves or a teammate.
3. Executive members are not permitted to sit on the Discipline Committee to consider an incident or individual for which they have a conflict of interest, real or perceived.

3. Sanctions may include warnings, suspensions, fines, or expulsion.
4. Suspensions are as outlined in Hockey Canada's most recent Senior Minimum Suspensions document.
5. Fines are as outlined in Appendix A - Policies and Procedures.

Article IX – Amendments

1. By-laws may be amended by the Executive by a majority vote.
2. Proposed amendments can be submitted in writing prior or brought up verbally in-person at any Executive meeting.

Article X – Dissolution

1. If the board is unable to meet minimum membership standards following the AGM, identified board members will have 180 days to identify and select new members of the board. If they are unable to do so, dissolution of the league will be triggered.
2. Dissolution can also be triggered by a vote of the league executive, with 75% of sitting members in favor.
3. In the event the League dissolves, any assets shall be distributed to the Yellowknife Minor Hockey Association. If the Yellowknife Minor Hockey Association is no longer in operation, any assets shall be distributed to a local youth sports organization, as agreed on by the League Executive via majority vote.

Appendix A – Policies and Procedures

The following are the Yellowknife Rec Hockey League (herein referred to as the League) Policies and Procedures. All Hockey Canada (HC) rules will apply if not stated otherwise.

1. Provision of Documents

1. The Executive will provide a copy of By-Laws at the start of each season to the Team Representatives with any changes made by the Executive or at the Annual General Meeting (AGM).

2. Membership

1. All League Policies and Procedures will apply to membership for teams and individuals.

3. League Meetings

1. All teams are expected to send at least one representative to each League meeting and the Annual General Meeting (AGM). Failure to attend the meeting will result in a fine as per 11.2.

4. On-Ice Officials

1. All on-ice officials will be scheduled and paid through YK Rec League agreement with NWT Referees' Association.

5. Registration

1. All players must be registered prior to playing for insurance purposes. Any team found to be utilizing an unregistered player will be fined (see 11.4.).
2. All teams must submit their rosters for season registration at the date set by the Executive at the AGM. The following information must be provided for each individual:
    1. Legal first & last name
    2. Birth date
    3. Address
    4. Phone Number
3. Teams will identify team contacts, as well as captains, assistant captains, and primary goaltender.
4. Teams will not be eligible to play until they have submitted a valid roster.
5. Players may be added as required until December 25 of each year. No additions will be accepted after that date, unless under the following emergency circumstances:
    1. If it is determined that a team is struggling to ice a team and requires roster additions following December 25 in order to avoid defaulting games, that team may write to the Executive, and exceptions may be made after review.

6. A player can only be registered to play for one team. If a player would like to transfer to another team, the player must notify the Registrar. The deadline for transferring to another team is November 15 of the current season. A player may change teams once per season.

6. Rosters

1. All teams need to appoint a Captain, or at least one Alternate Captain. The Captain will be identified with a 'C' and up to three Alternates with an 'A' on their jersey. These players have communication privileges with the referees, but this privilege is not granted if this player receives a penalty.
2. To be eligible to play for a team in the playoffs, a player:
    1. Must be on that team's roster; and
    2. Must have played at least five (5) games for that team during the regular season
3. When teams have less than 10 skaters, that team may pick up players from other teams so that they have up to 10 skaters for a game. If a team picks up players and has more than 10 skaters for a game, they will be given the loss. The following restrictions apply:
    1. If picking up players, teams are to notify the opposing team by email, with a copy to at least one member of the executive. If a team does not do this, they will be issued a warning the first time. If they do it a second time, they will be issued a fine as per 11.7.
    2. Skaters registered in A Division are not eligible to play in B Division. If this happens, the team picking up the A player will automatically forfeit and be fined as per 11.8.
    3. Special considerations are considered for goalies when no other B Division goalies are available. Goalies must be registered with the league as per item 4.1. of this document.
    4. Skaters registered in B Division can be picked up by individual teams in A Division a maximum of 5 times. If a B Division skater is picked up by an A Division team 6 times, that player will be automatically added to the A Division team's roster, removed from the B Division roster, and will no longer be eligible to play in B Division.
    5. A goalie registered in A division is eligible to play for a B division team as a skater if the B division team is short of players.

7. Season, Playoff, and Game Format

1. Season:
    1. The number of regular season games will be determined by the Executive and will be communicated to teams by the Registrar at the AGM.

2. Playoffs:
    1. The playoff format will be determined on a yearly basis, and will be dependent on the number of teams registered in each Division. The format will be communicated to teams by the Scheduler at the AGM.
3. Games:
    1. All regular season & playoff games will be played in three (3) twenty (20) minute periods.
    2. All regular season & playoff games will be played in straight-time, except the last three (3) minutes will be stop time if there is a goal differential of two (2) or less.
    3. If the game is tied after three periods, the winner will be decided by sudden-death shootout:
        1. The home team will determine if they would like to shoot first.
        2. If a player is serving a penalty with time remaining at the end of the third period, they are ineligible for the shootout.
    4. Forfeits:
        1. If a team provides adequate notice (three days or more) that they are forfeiting a game, the game will be cancelled but the team will not receive a fine. The forfeiting team will be given a 1-0 loss in the standings.
        2. If a team does not provide adequate notice (three days or more), they will be fined as per 11.9.
        3. Games in the second half of the season (after Christmas) will not be rescheduled.

8. Game Sheets

1. All team players and officials on the bench must be properly identified on the game sheet prior to the start of the game. Teams listing players not registered with the league will receive a fine as per 11.4.
2. Any member of the League who is asked to leave the game as a timekeeper will have their timekeeping efforts stricken and the team will be fined as per 11.3.
3. Members who do not sign the gamesheet will not be credited with timekeeping and the team will be fined as per 11.3.

9. City Facilities

1. Each team is responsible for the action of its members. The entire League's time will be suspended or cancelled should the City's regulations be disregarded.
2. The Policy of City of Yellowknife with regard to alcohol and drugs and smoking in the dressing room will be adhered to. These rules are posted in each dressing room.
3. All teams are expected to police themselves in order to comply with City regulations.

4. All dressing room rules apply to the entire facility.
5. There will be a sign-in and sign-out sheet for the dressing rooms. Both a Maintainer and a member of the team using the change room have to sign in and out in order for the team to get the key to the room
6. After regular season & playoff games, teams will have 45 minutes to clear the dressing rooms with a warning call at 35 minutes.
7. After tournament games, teams will have 30 minutes to clear dressing rooms.
8. When asked to leave the dressing room by rink attendants, teams must do so immediately, or they may be subject to a fine if determined by the Executive as per 11.6.
9. Any trash, cans, etc. left behind by the team will be the responsibility of that team. If the City reports a team to the Executive for excessive mess in the room, disciplinary action may be incurred as set out by the rules of the facility and the appropriate fine as set out in this document.
10. At the discretion of the City, any teams disregarding these regulations will be expelled from the League with no refund of registration fees. Teams will be fined for each dressing room offence as reported by the City as per 11.6.
11. Players will keep equipment bags clear of the curbs and walkways upstairs and down while not in the dressing rooms.

10. Supplementary Discipline, Suspensions, and Appeals

1. Supplementary discipline will be issued in accordance with Hockey Canada's Senior Minimum Suspensions document (https://cdn.hockeycanada.ca/hockey-canada/Corporate/About/Downloads/senior-minimum-suspensions-e.pdf)
2. All major, match, and game misconduct penalties will be forwarded to the Disciplinary Head the morning after the game in question by the official.
3. Players receiving three (3) minor penalties in a game will be removed from that game. If the third (3rd) penalty is received with ten (10) minutes or less in the third (3rd) period, that player will be suspended for the following game.
4. Players receiving a ten (10) minute misconduct penalty with ten (10) minutes or less in the third (3rd) period will be suspended for the following game.
5. Teams will be notified immediately if further action (ie: suspension or a hearing) is required.
6. All suspensions will be posted on the website for all to see and will be clearly defined.

7. Disciplinary Committee:
    1. Each team will submit two (2) names (can be the team representatives) to sit on the Disciplinary Committee. In the event a Disciplinary Hearing is required, the Disciplinary Head will contact the players on the list and set up meetings as required.
    2. A copy of the Disciplinary Guidelines and procedures will be issued to the Disciplinary Committee and players involved and the Committee will proceed with the hearing.
8. Appeals
    1. Players receiving suspensions will have the right to appeal with the Disciplinary Head.
        1. Appealing a Disciplinary Decision will cost $100.00.
    2. The following will apply to any player that knowingly plays while under suspension:
        1. That player shall serve the remainder of the original suspension, and
        2. An additional seven (7) game suspension for the first incident.
    3. Any other incidents will go to the Disciplinary Committee for their recommendations; If a team plays with a player while under suspension they forfeit the game.

11. Fines

1. Where fines are not defined within this document, they are to be set out by the League Executive. Fines will be set and distributed at the AGM for the upcoming year.
2. Missing meetings:
    1. Missing a League meeting: $50.00
    2. Missing the AGM: $100.00
3. Missing a timekeeping assignment: $250.00/game
4. Playing an unregistered player: $250.00/player
5. Game defaults within 3 days of scheduled game:
    1. First Offence: $325.00
    2. Second Offence: $500.00
6. Third Offence: League Suspension and Review
7. Dressing Rooms:
    1. 1st Offense: $250.00
    2. 2nd Offence: $500.00 and removal from the schedule for 1 month
    3. 3rd Offence: Removal from the League and Disciplinary hearing to determine eligibility into the league the following season(s).

8. Failure to notify the opposing team about picking up players for a game:
    1. First time: N/A (teams will be issued a warning)
    2. Subsequent times: $50/instance
    3. B Teams picking up players registered in A Division: $250

Appendix B – Repeat Offender Policy

The Yellowknife Rec Hockey League is committed to maintaining a safe and respectful environment for all players, officials, and participants.

The League recognizes that serious or dangerous conduct should not be treated as an isolated incident simply because a new season has begun. Accordingly, the following policy establishes a rolling multi-season discipline system for repeat Major and Match Penalty offenders.

This policy is intended to supplement the Yellowknife Rec League Minimum Suspensions and existing Policies & Procedures. All minimum suspensions associated with a new offence will continue to apply.

This policy operates in addition to the League's existing progressive Major Penalty rules, which currently provide additional discipline for multiple Major Penalties within the same season.

Purpose of the Policy

The purpose of this policy is to establish that **serious and repeated dangerous conduct will carry consequences beyond a single season.**

Players who demonstrate that a Major or Match Penalty was an isolated incident will eventually fall outside the applicable rolling window. Players who continue to receive serious penalties, however, will face progressively stronger consequences. The beginning of a new hockey season does not erase a player's recent disciplinary history.

1. Match Penalties: Three-Season Rolling Window

1. Any player assessed a Match Penalty will enter a three-season rolling repeat-offender window, beginning with the season in which the Match Penalty occurs.
2. If the player receives another Match Penalty during that three-season window, the suspension for the new Match Penalty will consist of the suspension imposed for the new Match Penalty + the total suspension imposed for the player's most recent Match Penalty.
3. Once another Match Penalty occurs, the player's three-season window resets and begins again from the season of the newest Match Penalty.
4. A season in which the player does not receive a Match Penalty does not automatically clear their previous Match Penalty. The previous incident remains active until the applicable three-season rolling window has expired.

5. If the player completes the entire three-season window without receiving another Match Penalty, the previous Match Penalty will no longer result in an automatic carry-forward suspension under this policy.

Example 1:

- A player receives a Match Penalty in the 2026-27 season and is suspended for 7 games.
- The player has no Match Penalty in 2027-28 but receives another Match Penalty in 2028-29 carrying a new 7-game suspension.
- The suspension will be:
    - 7 games for the new Match Penalty + 7 games from the previous Match Penalty = 14 games.
- The 2028-29 Match Penalty then begins a new three-season rolling window.

Example 2:

Using the example above, the player received:

- 2026-27: 7-game suspension
- 2027-28: No Match Penalty
- 2028-29: 14-game suspension
- 2029-30: No Match Penalty
- 2030-31: Another Match Penalty

Because the 2030-31 Match Penalty occurs within the rolling three-season window created by the 2028-29 incident, the player's suspension would be:

- 7 games for the new Match Penalty + the previous 14-game suspension = 21 games.
- A new three-season rolling window would then begin with the 2030-31 incident.
- This process will continue for any subsequent Match Penalties that occur within an active rolling three-season window.

2. Major Penalties: Two-Season Rolling Window

1. Any player assessed a Major Penalty, excluding Fighting Majors, will enter a two-season rolling repeat-offender window, beginning with the season in which the Major Penalty occurs.
2. If the player receives another Major Penalty during that two-season window, the suspension for the new Major Penalty will consist of the suspension imposed for the new Major Penalty + the total suspension imposed for the player's most recent Major Penalty.

3. Once another Major Penalty occurs, the player's two-season window resets and begins again from the season of the newest Major Penalty.
4. If the player completes the entire two-season window without receiving another Major Penalty, the previous Major Penalty will no longer result in an automatic carry-forward suspension under this policy.

Example 1:

- A player receives a Major Penalty in the 2026-27 season resulting in a 3-game suspension.
- The player receives another Major Penalty in 2027-28 carrying a new 4-game suspension.
- The suspension will be:
    - 4 games for the new Major Penalty + 3 games from the previous Major Penalty = 7 games.
- The 2027-28 incident then begins a new two-season rolling window.

Example 2:

- If that same player receives another Major Penalty during the new rolling window carrying a 3-game suspension, the suspension would be:
    - 3 games for the new Major Penalty + the previous 7-game suspension = 10 games.
- The newest incident would again reset the two-season rolling window.

3. Fighting Majors

1. Fighting Majors will not automatically fall under the two-season Major Penalty carry-forward formula.
2. Repeat fighting incidents involving a player with previous fighting discipline will instead be reviewed on a case-by-case basis by the League Executive.
3. The Executive may consider the player's previous fighting incidents, frequency of incidents, circumstances surrounding the altercation, time elapsed between incidents, and any other relevant disciplinary history.

4. The League's existing Fighting Penalty suspensions and progressive discipline will continue to apply. The current Minimum Suspensions establish a 5-game suspension for a first fighting offence, 8 games for a second offence, and the remainder of the season for a third offence.

4. General Application

For clarity:

1. The Match Penalty repeat-offender period is a rolling three-season window.
2. The Major Penalty repeat-offender period is a rolling two-season window.
3. Every new qualifying offence occurring within an active window resets the applicable rolling window.
4. A clean season does not erase an incident if that incident remains within the applicable rolling window.
5. The suspension carried forward is the total suspension imposed for the player's most recent qualifying offence, including any suspension previously carried forward under this policy.
6. As a result, repeated serious offences can result in progressively larger suspensions, such as 7 games → 14 games → 21 games for successive Match Penalties occurring within active rolling windows.
7. Fighting Majors are excluded from the automatic Major Penalty carry-forward calculation and will be dealt with on a case-by-case basis.
8. Nothing in this policy limits the authority of the League Executive or Disciplinary Committee to impose additional discipline, including an indefinite suspension, where warranted under existing League policies.
9. Existing appeal procedures for additional discipline involving Match Penalties or repeat offenders will continue to apply.

End of Document