

BASE KINGSTON
NPP GARRISON HOCKEY LEAGUE
BY-LAWS 2021-2022

The following will constitute the By-Laws governing CFB Kingston's NPP Sports Hockey League. The Military Sports Office and the league committee members will review these by-laws annually before the start of the season.

The current CFB Kingston NPP Sports Constitution shall dictate the policies and procedures upon how the league will operate. A copy of this Constitution shall be issued to the league committee members.

CHAPTER 1 – RULES:

1. The Garrison Sports Hockey League (GSHL) will conduct play in accordance with the current Hockey Canada Official Rulebook and will abide by all annual changes made by Hockey Canada. In accordance with the CFB Kingston NPP Sports Constitution, the GSHL is entitled to make minor adjustments to these playing rules and shall be elaborated on in the GSHL By-Laws.
 - a. While on the ice, including pre-game warm-ups, all players are required to wear CSA approved helmets including ear protectors and full facemask. Goaltenders are required to wear mandatory throat protection (BNQ cut-proof neck protectors as well as the hard plastic drop down throat protector) along with their CSA approved mask/helmet. Shoulder pads are mandatory for all players. All participants (players and officials) are required to wear a BNQ neck guard.
 - b. Any player arriving late for a game who is in uniform and on the ice or players bench must report to the timekeeper prior to the start of the second period in order to play. Any player arriving after the second period begins will not be eligible to play in that game.
 - c. A player assessed three (3) minor penalties in a game shall be ejected from the game.
 - d. A major penalty assessed to any player will result in an automatic game misconduct and the player shall be suspended for the next regular season or play-off game. Additionally, the case will be reviewed by the Disciplinary Committee to determine if further action is required.
 - e. A player assessed a major penalty for fighting shall receive an automatic game misconduct and be suspended until their case is reviewed by the Disciplinary Committee.
 - f. A player assessed a ten (10) minute misconduct in the last ten (10) minutes of the second period, shall be suspended for the next scheduled game.
 - g. Any player or team official assessed a match penalty shall be ejected from the game and suspended until their case has been reviewed and ruled on by the Disciplinary Committee.
 - h. A minor penalty shall be assessed to any player who, in the opinion of the referee, intentionally body checks, bumps, shoves, or pushes an opposing player or who displays unsportsmanlike conduct. If injury results from the above mentioned action, a major penalty will be assessed along with a game misconduct.

- i. The Disciplinary Committee will review all gross misconduct penalties to determine if further disciplinary action is required.

CHAPTER 2 – DEFINITIONS:

2. The following definitions will apply to the GSHL:
 - a. **President** - refers to the person elected or appointed to the position.
 - b. **Vice-President** - refers to the person elected or appointed to the position.
 - c. **Statistician** - refers to the person elected or appointed to the position.
 - d. **Referee-in-Chief** - refers to the person elected or appointed to the position.
 - e. **Military Sports Coordinator** - refers to the persons delegated by the Manager Fitness & Sports.
 - f. **Team Representative** - refers to the person who has been identified by that team as the organiser, primary contact, and the attendee to GSHL general meetings.
 - g. **Alternate Team Representative** – refers to the person who is identified by the team as the alternate point of contact in case the team representative is absent.
 - h. **Disciplinary Committee** - refers to the Base Chief Warrant Officer, Manager Fitness & Sports, League President and Referee-in-Chief or his representative (non-voting). The Disciplinary Committee will deal with all protests.

Note: Please refer to the CFB Kingston NPP Sports Constitution for details on the League and Disciplinary Committee responsibilities.

CHAPTER 3 – OFFICIALS:

3. The Referee-in-Chief will act in an advisory capacity. He/she will be responsible for detailing Referees and Timekeepers for all GSHL games and ensure a high standard of officiating throughout the season.
 - a. The two-Official system will be used in all regular season and play-off games. Both Officials will have equal authority and the final decision in all matters under dispute. The Kingston and District Hockey Referees Association will be contracted to provide Officials and Timekeepers.
 - b. In the case of an incident during a game that requires a detailed written report, a copy of the game sheet with the report shall be delivered to either the Referee-in-Chief or the Military Sports Coordinator by 1200hrs the following working day.
 - c. All major, match, game misconduct and gross misconduct penalties assessed in the league require a written report explaining in detail the offence and the actions taken by the on-ice Officials. This report can be written on the game sheet or as an attachment.

CHAPTER 4 – REGISTRATION:

4. There are no league registration fees.

CHAPTER 5 - BKNPPHL DIVISIONS AND PLAYER ELIGIBILITY:

5. 2 GSHL divisions (A/B and C) are created to provide a wide spectrum of hockey available to the military personnel of CFB Kingston, while ensuring a safe and enjoyable sports environment. League format will be determined at the annual general meeting.
 - a. Eligibility criteria is outlined in the CFB Kingston NPP Sports Constitution, Chapter 3.
 - b. Units who cannot field a full team but have players who wish to play in the league will be grouped in a balanced and fair manner among existing teams for the season and playoffs. Due to operations/tasks, each new season will commence with a general meeting to confirm unit commitment and affiliations.
 - c. Team nominal rolls are to be submitted prior to the start of the league season. New players posted to CFB Kingston during the GSHL season can join their affiliated unit team provided the Sports Department is notified. Any other additions/waiver requests must be justified in writing and ruled on by the League President on a case-by-case basis. Any team that plays a game with players that are not registered properly on their team nominal roll shall receive a loss for that game.
 - d. Goaltenders are permitted to play for other teams provided their regular goaltender is unable to participate due to injury or operational commitments.
 - e. Each team must have a minimum of twenty (20) players to participate in the league. Coaches and trainers will not be counted towards the twenty-player minimum but must be included on the nominal roll and be specified as such. Team nominal rolls must be finalized and submitted to the Military Sports Coordinator prior to the start of the season.
 - f. The release of a player from a unit team to play for another team within the league can be accomplished through the use of a waiver. The losing and gaining team reps must both sign the waiver, with final approval from the League President. The ruling will then be forwarded to both teams affected by the decision. Only then will the player in question be eligible to play for the gaining team. A player may request a waiver only once during the season. Once an individual has played five (5) games for a team he is considered ineligible for waivers (exception is goalies).
 - g. The league is capped at a maximum of fourteen (14) teams.
 - h. The penalty for using an ineligible player will be the loss of that game. An ineligible player is anyone who does not meet the eligibility criteria outlined in the CFB Kingston NPP Sports Constitution, and who is not listed on a team nominal roll. The Forfeit/No Show Policy within the NPP Sports Constitution will be used for teams using an in-eligible player.
 - i. Reference the CFB Kingston NPP Sports Constitution, if an upper division exists (i.e. A Division), Base Team players ought to play in that higher calibre division.
 - j. In the event that there are two divisions, A division teams can call-up no more than three (3) players from their affiliated B division team throughout the season when their team is

shorthanded (only 8 skaters + a goalie). A B division player is only allowed to be called up four (4) times; upon the occurrence of their fifth (5th) game in the A division that player must be removed from the B division and placed permanently on their affiliated A team. Note: the B Division players need to be identified on the game sheet prior to playing (indicate by (B)).

CHAPTER 6 - GAME TIMES / DURATION:

6. A game will consist of two (2) twenty (20) minute stop-time periods.
 - a. The time clock will be set to two (2) minutes of continuous playing time if only five (5) minutes of allotted ice time remains. The Referees will control this and notify team captains prior to the adjustment of the clock.
 - b. Overtime will not be played in the regular season but will be used in the play-offs/tournament.
 - c. During a regular season game, if a goal differential of six (6) or more exists, the Timekeeper will run the clock (running-time). During this portion of the game minor penalties will be three (3) minutes in duration, and major penalties will be seven (7) minutes in duration. Once the clock goes to run-time, it will not revert back to stop-time regardless of the goal differential.
 - d. During the playoffs, overtime shall consist of a five-minute stop-time sudden death period. At the end of the overtime period if neither team has scored, a shoot-out will be conducted to decide the winner. Each team shall indicate on the game sheet prior to the start of the game, three (3) players to participate in the shoot-out. If neither team has scored after shots, the teams will continue to alternate shots until a winner is decided. No player may shoot a second time until all team players have shot.

CHAPTER 7 – LEAGUE MEETINGS:

7. The Military Sports Department and/or League President will call meetings, as necessary.
 - a. For meetings, two thirds of the voting membership shall constitute a quorum. Attendance shall be recorded in the minutes. A quorum is required for resolution of all league matters and changes to the league By-Laws.
 - b. In the absence of a quorum at a league meeting, on-line voting will be used to settle all league matters. Only one vote per team will be counted.

CHAPTER 8 - GAME SHEETS:

8. Game sheets, located at the arena in the Referee's room, shall be picked up by the visiting team and once completed, passed to the home team. The home team will deliver game sheets to the Timekeeper prior to the commencement of the game. A player whose name appears on the game sheet but does not play must be crossed off prior to the game sheets being distributed after the game.
 - a. Game sheets will be completed in four (4) copies. All copies shall include a legibly printed name and signature of the following personnel: both Referee's, Timekeeper, home team rep and visiting team rep. Team reps shall retain their copy of the game sheet for future reference and player eligibility concerns.

- b. Game sheets are to be distributed as follows: Military Sports Department (white copy), Statistician (yellow), home team (pink) and visiting team (orange).

CHAPTER 9 – STATISTICS:

9. The Statistician will record number of games played, wins, losses, ties, and penalties. This will aid the Military Sports Department with regular season team standings, preparation for play-off/tournament formatting, identifying worthy recipients of awards, and monitoring individuals who are committing an excessive amount of penalties for probation or expulsion purposes.

CHAPTER 10 - LEAGUE FORMAT AND PLAYOFFS:

10. League play will consist of a set, or sets, of matches of teams in round-robin format that will determine the playoff positioning. The playoff format will be determined based on allotted ice time and number of divisions. The quarter and semi finals will be based on the regular season standings, and will be re-organized after each round to make sure the lowest seeded team always plays the first place team and so on. Alternatively, the playoffs may be conducted by hosting a year end tournament.

- a. All participants must play a minimum of three (3) regular season games in order to be eligible for the playoffs / end of season tournament. Games missed due to players serving a suspension will not count towards the three (3) game minimum.
- b. Participants that do not meet the three (3) game minimum may request to have their games waived in order to be eligible for the playoffs / end of season tournament. Such requests will be approved through the League Executive members on a case-by-case basis provided that games were missed due to: injury, operational commitments or were posted to CFB Kingston late in the season.

CHAPTER 11 – DEFAULTS & FORFEITS:

11. All teams will have at least eight (8) players (7 skaters and a goalie), one being clearly identified as the captain, for the game to be considered an official game. No game will start early without the agreement of both teams. Once the ice is deemed ready by the arena staff and game Officials, teams will be provided a two (2) minute warm up. Teams are expected to be ready to play when the Referee blows the whistle at the end of the warm up. If five (5) minutes passes after the Referee blows the whistle and a team is still unable to meet the minimum eight (8) players, the game will be awarded to the non-offending team.

- a. When one team has less than seven (7) players, both teams can choose to play the sanctioned game if they both agree that the team with the greater number of players (ample team) agrees to send any number of their players to the team with an insufficient number (short team). However, ample team is not obligated to provide players and may choose to take the default win. All players provided to the short team must be on the ample teams nominal roll. Players from outside either teams nominal roll may not be used during the game. If the short team wins, it is considered a regulation game win.
- b. Referees will not participate in a subsequent scrimmage amongst the remaining players as it would not be a sanctioned game and penalties and suspensions could not be actioned. Teams are welcome

to use the ice for practice. A report by the Referee will be submitted to the Military Sports Department.

- c. Should a team be late, but still inside the five-minute grace period, a bench minor penalty will be assessed to the offending team.
- d. If players are called for duty, or some other emergency, during a scheduled hockey game and it leaves a team with an insufficient number of players to continue, the game will be cancelled and replayed from the point of the cancellation. Games cancelled at the last minute due to military commitments will be rescheduled, with every reasonable effort.
- e. The Military Sports Department must inform the Referee-in-Chief of cancellations no less than forty eight (48) hours in advance of scheduled games. Failure to do so will result in unnecessary payment of costs for Officials and Timekeeper to the Kingston and District Hockey Referees Association. Teams with known service commitments prior to a league schedule being prepared shall identify these commitments to the Military Sports Coordinator so that games can be scheduled accordingly.
- f. Each team will be allowed the opportunity to re-schedule two (2) cancelled games per season. The team cancelling the game will be responsible to re-schedule the game using allotted ice-times and providing at least 48hours notice to the Military Sports Department. Once a team has used up their two (2) re-scheduling opportunities, all cancelled games thereafter will be considered a default; resulting in loss for that game.
- g. Ref: NPP Sports Constitution 3.06
 - 1. If a team/unit fails to notify (within the designated time frame) all parties required as identified in their respective intersectional sport bylaws– the offending unit/team will be subject to the following:
 - **1st Offense-** Warning from League Executive/Sports Coordinator
 - **2nd Offense-** Memorandum Sent to Unit CO
 - **3rd Offense-** Suspension from League for the entirety of season. Those players wishing to still play will be distributed to remaining teams via a league draft or by means agreed upon by league executive.
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NOTE:

Defaults – any game cancelled above the 2 allotted games per team/per season; games that cannot be reschedule; or games played with non-registered players and/or players that do not meet the eligibility criteria. These games will be indicated as a loss 1-0, unless the non-offending team scored more than one (1) goal, in which case the higher number of goals will be awarded with the offending team still receiving a score of zero (0).

Forfeits – no show; not enough players; games cancelled less than 48hrs in advance. Forfeited games will be indicated as a loss 1-0.

CHAPTER 12 – ALCOHOL/CANNABIS:

12. It is the responsibility of the coach or manager of the team to ensure players who are unfit due to the consumption of alcohol/cannabis are not permitted to play. If a player appears to be under the influence, the player, at the discretion of the Referee will be awarded a gross misconduct penalty and ejected from the game. The player, coach and manager will be subject to further disciplinary action as determined by the Military Sports Coordinator and Manager F&S. Alcohol/Cannabis will NOT be permitted on the premises of the Constantine Arena.

CHAPTER 13 – DISCIPLINE:

13. The GSHL is designed for the competitive enjoyment of all participants. Players demonstrating poor sportsmanship may be removed from the game or league. The Disciplinary Committee will deal with suspensions in an expeditious manner with the intent of informing the team manager of the player's future within 72 hours. Participants (team reps, coaches, managers, officials) shall be reviewed by the Disciplinary Committee for receiving one or more misconducts and/or suspensions during the season.

The following suspensions as per para *a* are automatic and cannot be appealed. They will be followed unless specified by the Military Sports Department with final approval from the Manager F&S:

a.

INFRACTIONS	AUTOMATIC SUSPENSION
PLAYER OR COACH GAME MISCONDUCT FOR ABUSIVE LANGUAGE	10 MIN + THAT GAME + 1 GAME
MINOR PENALTY FOR INSTIGATOR	2 MIN + THAT GAME + 2 GAMES
MINOR PENALTY FOR AGGRESSOR	2 MIN + THAT GAME + 2 GAMES
MINOR PENALTY FOR CHECKING FROM BEHIND	2 MIN + THAT GAME + 2 GAMES
MAJOR PENALTY FOR ELBOWING	5 MIN + THAT GAME + 2 GAMES
MAJOR PENALTY FOR BUTT-ENDING	5 MIN + THAT GAME + 2 GAMES
MAJOR PENALTY FOR SLASHING	5 MIN + THAT GAME + 2 GAMES
MAJOR PENALTY FOR HIGH STICKING	5 MIN + THAT GAME + 2 GAMES
MAJOR PENALTY FOR CROSS CHECKING	5 MIN + THAT GAME + 2 GAMES
MAJOR PENALTY FOR HOOKING	5 MIN + THAT GAME + 2 GAMES
MAJOR PENALTY FOR HOLDING	5 MIN + THAT GAME + 2 GAMES
MAJOR PENALTY FOR INTERFERENCE	5 MIN + THAT GAME + 2 GAMES
MAJOR PENALTY FOR TRIPPING	5 MIN + THAT GAME + 2 GAMES
MAJ PENALTY FOR CHARGING	5 MIN + THAT GAME + 3 GAMES
MAJOR PENALTY FOR HEAD CONTACT	5 MIN + THAT GAME + 3 GAMES
MAJOR PENALTY FOR BODY CHECKING	5 MIN + THAT GAME + 3 GAMES
MAJOR PENALTY FOR BOARDING	5 MIN + THAT GAME + 3 GAMES
MAJOR PENALTY FOR KNEEING	5 MIN + THAT GAME + 3 GAMES
MAJOR PENALTY FOR CHECKING FROM BEHIND	5 MIN + THAT GAME + 5 GAMES

The following suspension guidelines will be used by the Disciplinary Committee when determining suspensions for more significant offences:

b.

INFRACTIONS	SUSPENSION GUIDELINE
GROSS MISCONDUCT PENALTIES	4 GAMES
THREATING AN OFFICIAL	10 GAMES + DISCIPLINARY REVIEW
PHYSICAL ABUSE OF AN OFFICIAL	15 GAMES + DISCIPLINARY REVIEW
MATCH PENALTY FOR SPITTING	6 GAMES
MATCH PENALTY FOR BUTT-ENDING	8 GAMES
MATCH PENALTY FOR GRABBING FACE MASK	8 GAMES
MATCH PENALTY FOR HAIR PULLING	8 GAMES
MATCH PENALTY FOR KICKING	8 GAMES
MATCH PENALTY FOR SPEARING	8 GAMES
MATCH PENALTY FOR HEAD-BUTTING	8 GAMES
MATCH PENALTY FOR CHECKING FROM BEHIND	10 GAMES
MATCH PENALTY FOR HEAD CONTACT	8 GAMES

c. Unless the Military Sports Department passes a ruling to the contrary, all suspensions are carried to the following season with the Manager F&S as final authority.

d. All suspended players must be listed on the game sheet, indicating the number of games served and number of games remaining of their suspension.

e. Any player or coach serving a suspension will not be allowed to sit on their team bench during an Intersection game.

CHAPTER 14 – INJURIES:

14. If a game is unduly delayed as a result of a serious injury, the game will either end at the regular time or be rescheduled. This will be determined by the on ice Referees, the team representatives and/or the Military Sports Department. During play, in the event of a goaltender being injured and unable to continue, the team will be allowed 15 minutes to obtain a replacement. If after 15 minutes a goaltender cannot be put into play, the remainder of the game will be rescheduled. The rescheduled game will be coordinated by the involved team representatives and the Military Sports Department

CHAPTER 15 – PROTESTS AND APPEALS:

15. On the occurrence of an incident during a game, the team captain or their alternate must inform the Referee **prior to play being resumed** that the team intends to protest what has transpired. The Referee shall annotate the game sheet with the nature of the protest prior to resuming play. A formal written protest must then be submitted to the Military Sports Coordinator by 1200hrs the following working day. If the protest is not received by the deadline, it will not be dealt with.

a. If an infraction of the By-Laws occurs before the game, the team rep or coach shall inform the Referees that the game is being played under protest. After the game, the team rep or coach shall submit a report as outlined in paragraph 15 above. Protests will NOT be considered based on judgement calls of the Officials (i.e. calling of penalties).

CHAPTER 16 – LEAGUE AND OFFICIAL’S RESPONSIBILITIES:

16. During the season, team representatives may submit an Officials critique based on an objective assessment of the services being provided. It shall be based on fact and observation and include relevant details not emotion. The critiques will be reviewed by the Military Sports Department for relevance and meaning. The purpose of this is to provide feedback to the Referee-in-Chief allowing universal understanding of league expectations.

CHAPTER 17 - TROPHIES AND AWARDS:

17. Trophies will be awarded to the league season winners no later than the conclusion of the playoffs/end of season tournament. Further individual awards may be awarded as deemed suitable by the League President.

CHAPTER 18 - AMENDMENTS TO BY-LAWS:

18. As per the CFB Kingston NPP Sports Constitution, amendments to these By-Laws are subject to two-thirds majority vote by the league and final approval from the Military Sports Coordinator and Manager F&S.

Reviewed By:

League President

Recommended / ~~Not Recommended~~

Ryan Meeks
Military Sports Coordinator
8758

Approved / ~~Not Approved~~

Steve Ruttan
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8731