

Saugeen Valley Minor Hockey Association



Rules of Operation

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1. Governance

1.1 Levels of Governance

a) SVMHA operates under the governance of its Articles, By-laws and these Rules of Operation in conjunction with the rules, bylaws and policies of the:

- Western Ontario Athletic Association, hereafter WOAA
- Ontario Minor Hockey Association, hereafter OMHA
- Ontario Hockey Federation, hereafter OHF
- Ontario Women’s Hockey Association, hereafter OWHA
- Hockey Canada, hereafter CHF

1.2 Implementing Rules of Operation

a) Between Annual Meetings the SVMHA Board reserves the right to implement an operating rule or regulation as deemed necessary to facilitate hockey operations. The rule or regulation must be approved by a majority vote of the current Board before being implemented. After implementation, this rule or regulation will then be brought to the first Annual Meeting after executive approval for ratification by a majority vote of the members present at that Annual Meeting.

b) The rule or regulation will be added to the applicable governing document (By-laws or Rules of Operation) as moved at the Annual Meeting.

2. Conduct, Discipline and Complaints against the Association

2.1 Membership Conduct

a) All members of the SVMHA are expected to conduct themselves in such a manner as to respect the rights of all individuals and property, which they come in contact with during the course of the season.

b) The SVMHA reserves the right to reject membership in such a case where a previous record of behavior unbecoming a member of the SVMHA has been evident.

2.2 Code of Conduct

a) As members of the SVMHA, all members will follow a code of conduct. Members under the jurisdiction of the OMHA/OWHA will follow the code of conduct as outlined in the current revision of the OMHA/OWHA Manual of Operations.

2.3 Discipline following Violations of the Code of Conduct

a) Failure to comply with the code of conduct may result in disciplinary action, suspension or release from membership. Upon a fair hearing, such action may result in the member losing the privileges that come with membership in the SVMHA, including the opportunity to participate in SVMHA activities.

b) Any physical attack on or intimidation of a player, coach, official, or spectator.

- 1st offence: Removed from SVMHA Arena's for a period of no less than one calendar year.

OMHA/OWHA/WOAA and Police will be notified.

- 2nd Offence: Removed from SVMHA Arena's indefinitely.

2.4 Discipline following Violations of the By-laws and Rules of Operation

a) Membership may be revoked at any time of an individual who has been deemed by the Board to be in contravention of the SVMHA By-Laws and Rules of Operation. Such action shall only result after a fair hearing, recommendation of the Executive Committee, and a majority vote of the Board.

2.5 Team Discipline

a) The coach of a team is responsible for assessing immediate disciplinary action against players on their team when it is warranted. If a suspension is involved, they shall notify the President and the Discipline Committee.

b) Any appeals of disciplinary action taken by a coach shall be submitted to the President and the Discipline Committee. This also applies to complaints regarding the lack of disciplinary action.

c) The Board of Directors shall rule on any unresolved appeals or complaints.

2.6 Penalties and Suspensions

a) All penalties and suspensions shall be called and served in accordance with the WOAA, and or OMHA/OWHA regulations.

b) The Head coach or Team official will inform the Centre Contact, as soon as possible, when a player on their team has been assessed a game misconduct penalty.

c) A player or team official receiving multiple game misconducts may receive further disciplinary action upon review by the President and the Discipline Committee.

2.7 Complaints regarding the Operation of the Association

a) Complaints or questions regarding the operation of the Association must be submitted, in writing, with signature to the President. Any complaints received without signature by email or by telephone will not be addressed.

b) Written complaints and questions received shall be included in the agenda of the next meeting of the Board.

- c) Complaints/questions should be submitted at least one week prior to the Board Meeting to allow sufficient time for a full investigation before the meeting.
- d) Upon receipt of a complaint, the President will ensure the complaint is investigated and recommendations presented to the Board; or for immediate, serious issues, may call a special meeting of the Board.
- e) Discussions of complaints of a sensitive or personal nature at a Board Meeting will not be open to the general membership and shall be kept confidential.
- f) All complaints shall receive a written reply and decisions of the Board are final.

3. Registration

3.1 Registration

- a) Registration procedures will be organized and coordinated by the Registrar and the Board.

3.2 Residency and Eligibility

- a) Players must reside within the area described by OMHA Residency Rules.
- b) After December 1, SVMHA players skating with a junior team will no longer be eligible to Play for the remainder of the SVMHA season. Refunds are prorated.
- c) A SVMHA player must sign an "AAA" playing card by September 17 of the current playing Year. No approval to play "AAA" will be given by the SVMHA after September 10.
- d) Other exceptional circumstances, as approved by the Board.

3.3 Registration of Players

- a) Subject to registration numbers, the Association will operate the following player groupings:
U5, U7, U8, U9, U11, U13, U15, U18, U21
- b) Players must be registered in their proper age group and program. Transferring after registration from one program to another will be subject to Board approval. The request to transfer must be made in writing to the Board outlining the specific reason(s) for the request.
- c) Players will have the option to indicate whether they wish to play for Rep or Local League on their registration forms.
- d) Players must be registered with fees paid in full and have submitted all documentation before participating in any game, practice or try-out.

3.4 Proof of Age

- a) Photocopy of Birth Certificate must be submitted with every initial registration and a "Declaration of Right of Choice" form must be completed.

3.5 Registration Dates

- a) The Board, in consultation with the Registrar, shall set registration dates for the upcoming hockey season.
- b) The registration dates will be advertised on the SVMHA website.
- c) No registrations will be accepted after September 1st except in the following circumstances:

- The team for which the player is registering will have less than 14 players
 - The player has moved to the SVMHA since the start of this season
 - The player is trying out for a rep team under OMHA Rule 3.5
 - Other exceptional circumstances as approved by the Board
- d) Players will only be allowed to try out for a rep team under OMHA Rule 3.5 during the regular tryout sessions.

3.6 Registration Fees

- a) The registration fee for each player grouping shall be based upon the budget.
- b) Half price discount for 3rd and more players from same family

3.7 Early Registration Fee

- a) Any registrations received prior to or on the final registration date set by the Board for that current hockey season shall pay the early registration fee.
- b) Any registrations received after the final registration date set by the Board for that current hockey season shall pay the full registration fee.
- c) If a player has missed part of the playing season, a reduced registration fee may be charged based upon the portion of the season remaining. However, a reduced fee shall only be allowed if the lateness in registration is justified (e.g., a player just moved to the area, had been injured or ill.) and approved by the Board.

3.8 Registration Refunds

- a) Refunds will be granted according to the date the written application is received by SVMHA at a pro-rated amount as decided by the Board of Directors.
- b) No late charges will be refunded.
- c) Requests for refunds of registration fees due to sickness, injury, moving from area or suspensions will be subject to a \$100.00 administration fee. These are to be written requests to the Executive and will be on a prorated basis as per table below

Refund schedule

- On or before September 15th- 100% refund
- On or before Oct 15- 75% refund
- On or before Nov 15- 50% refund
- On or before Dec 15- 25% refund
- After Dec 15 no refunds

4. Equipment, Sweaters and Insurance

4.1 Player and Team Officials Equipment

- a) All players must wear complete hockey protective gear, including a non-expired CSA approved helmet, facemask and throat protection for all on ice activities. Mouth guard use is mandatory for all players.
- b) All coaches and volunteers will be required to wear helmets for all on ice activities.

- c) Carded players volunteering during practices must be at least 2 years older than the team on the ice and full equipment must be worn.
- d) For insurance reasons, only carded players/ carded team officials and “On-Ice” volunteers sanctioned by the SVMHA are to be on the ice surface. It is highly recommended that Bench staff and Trainers wear proper footwear in the event they are needed to assist a player on the ice.

4.2 Socks

- a) SVMHA will supply 1 pair of home and away socks to any player U9 and up for the 2023/2024 season only.

4.2 Sweaters

- a) Any person issued sweaters, equipment or any other property of the SVMHA shall be responsible for their care and safe return.
- b) Each player will be given a sweater by the coach or delegate before each game. After the game, the sweater must be returned to the coach/delegate. Team sweaters will not be kept in individual player's equipment bags. Players will not wear team sweaters during practices. Coaching staff will be responsible for cleaning team sweaters. All sweaters returned to SVMHA at the end of the season MUST be washed.
- c) Emblems C, A, may only be sewn on sweaters by hand or sewing machine after receiving approval of the Board.
- d) No use of name bars are permitted.

4.3 SVMHA Equipment

- a) SVMHA will supply the following goaltender equipment to each team up to U11: Pads, Chest/Arm protector, blocker and catching glove or up to \$500.00 for equipment that will be purchased.
- b) Upon request, older age groups will be considered at the discretion of the Board.
- c) SVMHA equipment will not be used off-ice for reasons including street hockey, ball hockey, and roller hockey.
- d) Misuse of the equipment will result in the immediate return and no further use of equipment.
- e) The equipment manager shall keep records of all equipment that is loaned out.

4.4 Loaning of Equipment

- a) The SVMHA will loan goaltending equipment during off-season for on-ice activities only, such as hockey schools, summer hockey. All equipment must be returned when the off-season event is completed. The Equipment Manager will be responsible for distributing the requested goaltending equipment. SVMHA does not supply equipment to those who do not play within our organization. Exemptions may be granted by the board.

4.5 Liability

- a) The Municipality of West Grey and the Town of Hanover, the SVMHA, and its agents, undertake no responsibility for player injuries or any other liabilities whatsoever.

b) This shall be stated on all player registration forms.

4.6 Player and Team Officials Insurance

a) The insurance program described by the OMHA/OWHA Manual of Operations shall cover all players and officials of the SVMHA.

b) The insurance program does not cover Parent/Child or any non-sanctioned OMHA activities if someone was injured. (i.e. parent vs. child games are not insurable or permitted by the Association).

4.7 Board of Directors Insurance

a) The Board may purchase and renew yearly an Association liability insurance policy for coverage of Board members. The Board shall be responsible for obtaining this insurance.

5. Player Movement and Team Regulations

5.1 Underage Players

a) Any player wishing to try out for a team above his/her current age group is eligible to try out for the Rep team only; such players must pre-register for tryouts and indicate their intention to try out with the older age division.

b) In order to be selected for the older age division, the player must be evaluated as top 3 player for the older age division. A goalie must be rated as the top goalie for the team they are trying out for.

c) If the player fails to be selected, he/she must return to his/her proper age division. Consistent with this requirement, a player would not be able to play on the second entry team of the older age division team.

d) It is strongly recommended that players trying out for an older age division should also participate and be evaluated in the tryouts for their current age division.

e) If the player decides not to attend the tryouts for their current age division and to only attend the tryouts for the older age division, that player will not be eligible to be selected for the Rep team for their current age division.

f) The Board may waive any above item(s) due to operational requirements in the best interests of the association.

5.2 Movement of Players

a) Any player registered in the SVMHA and also trying out for a junior team or OMHA Regional team must have an OMHA tryout form completed. The President, Vice President or Centre Contact must sign this form before they are allowed to tryout.

b) Any player registered in the SVMHA requesting player movements or transfers will formally do so through the President and Centre Contact. All releases and transfers will be completed per the OMHA regulations and forms.

c) Any Junior Team who is attempting to receive the release of any player under the jurisdiction of the SVMHA must formally do so through the President.

d) In cases of granting releases for players to play for junior teams, the best interests of the player shall be the prime consideration. Normally, no attempt shall be made to hold back a player from playing at his level.

- e) If after determining by discussion with the respective Junior Team representative and the player and parents that a full release would be to the benefit of all parties concerned, then the release shall be allowed, subject to the terms of the payment schedule as per the OMHA fee schedule.
- f) The President and Centre Contact of SVMHA must sign all releases and transfers.

5.3 Affiliation

Preamble:

Affiliation is the process whereby teams “call up” players from an OMHA approved list to play in games or practices to support the operation of that particular team. OMHA “Fair Play” guidelines apply to affiliated players/goaltenders who participate in games; subject to the discretion of the Coaching Staff. Coaches, players and parents must understand that the whole affiliation process is necessary in order to run an efficient hockey program. With this in mind, all persons involved must remain flexible and try to look at the big picture rather than their particular situation only. The following rules have been put in place in order to protect the Association’s best interests. Where a concern is raised as to the interpretation of a particular statement, the responsibility for resolution rests with the Board; the President shall resolve any conflict.

- a) SVMHA teams shall affiliate as per OMHA rule #23 with the following additions:
- b) In order to protect the Association’s best interests, each team is required to limit the number of affiliates to a maximum of 10.
- c) An affiliate player may miss an occasional practice with his/her base team. Consent from a member of Team Management (Head Coach, Assistant Coach) of the team that the player is rostered to must be received by the coach requesting use of the affiliate player. The Coach Coordinator must be informed of any of these consents.
- d) The player’s Team Management has no right of refusal except under the following circumstances:
 - By virtue of game locations and the travel involved, there is a reasonable doubt that the affiliated player would be able to make it to a game with his base team. In cases of dispute between the two coaches, the final decision rests with the President.
 - The Player is under suspension. OMHA Rule 50.3 will then apply.

5.4 General Rules for all SVMHA Teams

- a) Team officials (coaches, managers, and trainers) are responsible for the actions of their team before, during and after games and practices within the arena.
- b) Two (unrelated) PRS or RIS certified persons should be present in or directly outside of the dressing room at all times for practices and games.
- c) All players must be ready to go on the ice at game time.
- e) No players shall be allowed on the ice without a registered official present, on the ice.
- f) No player is allowed to step onto the ice until the ice machine is completely off the ice and the Zamboni door has been closed. Safety Precautions must be taken during all games and practices by checking that all penalty box and team bench doors are securely closed.
- g) Team officials and players are responsible for the condition of their dressing rooms.
- h) Team officials are required to upload the game sheets once the game is finished
- i) The iPad used for the game sheets must be returned to the appropriate lock box.

5.5 Representative Teams

- a) The Board has the ability to move players to LL from the Rep team/s as needed in such a situation that the registration numbers for the team change. The Board will discuss this matter with the Coach and the Coaches Committee, with the Board having the final decision.
- b) The Board shall set the date by which the selection of players to the Rep... Teams must be completed.
- c) The Board will determine the minimum number of players and goalies the Rep team will be allowed to carry based on the number of registrants and adhering to WOAA and OMHA/OWHA guidelines. Maximum team numbers may be reviewed on a case by case basis by the Coaches Committee whom will make a recommendation to the Board for approval.
- d) Final team sizes will be approved by the Coaches Committee and based on input from the Head Coach and a review of player evaluation forms.
- e) Before tryouts, an updated registration list consisting of players wanting to try out for Rep. Teams will be given to the coaches committee. Any new registrants after this time will be told by the Registration Director to contact the coach to get on this list.
- f) Coaches Committee will ensure all players who are trying out on this list are contacted and informed of the dates and times of tryouts.
- g) Final teams will be selected from individual registrations for each division based on the evaluation sheets, input from the Head Coach and approval of the Coaches Committee. The Board will endeavor to provide player evaluators during tryouts to the best of their ability.
- h) The tryout process will follow the guidelines of the OMHA/OWHA.
- i) Players who are injured, sick or new to the area will have the opportunity to be evaluated for placement on a team after the tryouts at the decision of the executive.
- j) Players must be on an approved OMHA roster before participating in any tournaments.
- k) No player shall be added to a roster after January 10.
- m) The player roster of the Team will be posted on the website only (not at the arenas).
- n) All players are able to try out for the next higher age division if they wish; such players must pre-register for tryouts and must indicate at that time their intention to try out with the older age division.
- o) In order to make the older age division team the player needs to be evaluated as top three in the higher age division. A goalie must be rated as the top goalie for the team they are trying out for.
- p) It is strongly recommended that players trying out for an older age division also participate and be evaluated in the tryouts for their current age division.
- q) If the player decides not to attend the tryouts for their current age division and only attend the tryouts for the older age division, that player will not be eligible to be selected for the rep team for their current age division.
- r) Please note any of the above items may be waived by SVMHA executive due to operational requirements in the best interests of the association.
- s) Players that are selected for a higher age division must pay the applicable fees for the age division they are playing in.

5.6 Local League Regulations

- a) The Board shall set the date by which the selection of players to the Local league teams must be completed.
- b) Prior to the formation of teams, players will practice in their respective age groups for the purpose of conditioning, skill development and evaluation.
- c) A Committee consisting of the Coaches in that division shall select teams from individual registrations for each division.
- d) The Committee shall do their utmost to provide balanced teams. Following the initial selection of teams and the assignments of coaches, the Committee may move players between teams to satisfy special requests from parents. Keep in mind where these teams have to play against each other in league play; these teams will be balanced in their skill level as well.
- e) Every effort should be made to maintain a balanced schedule between the three hockey arenas.
- f) All teams within each division shall be re-balanced by the Board if required. Any player movements will only take place after discussion with the coaches and parents affected by the moves. Should dropouts reduce a Local team roster to more than three players below the average team roster; the Board will make transfers as required.

6. Coaches Selection

6.1 Role of the Coach Coordinators

- a) Set coaching selection criteria and collect Coaches applications as early as the Annual Meeting.
- b) Make recommendations to the Board for approval for the selection of the coaches based on the applications received.
- c) Convene meetings for the coaching staff prior to the start of and during the hockey season.
- d) Provide Team Officials with a Coaches Handbook through the OMHA/OWHA web portal.

6.2 Coaches Committee

- a) SVMHA will have two coaching committees for U9 & below and U11 & above. One committee for the U9 & below will be comprised of the Vice President, U9 & below Coach Coordinator and 2 appointed members. Second committee, the U11 & above will be comprised of the Vice President, U11 & above Coach Coordinator and 2 appointed members.
- b) Coaches for the upcoming season shall be selected by the Coaches Committee then recommended to the SVMHA for approval, prior to August 15th of each season.
- c) Where there is more than one application submitted for a particular team, the Coaches Committee will interview applicants and a recommendation will then be made to the SVMHA for approval.
- d) Will evaluate injured, sick or new players for team placement.

6.3 Qualifications and Eligibility

- a) Coaches must be, or willing to become, certified in accordance with the OMHA/OWHA Manual of Operations and Regulations. Applicants selected will also be required to have a Police Record Check completed after the Board approves the coach's selection. The PRC must be completed every other year, with an Offence Declaration signed in the opposite year.

b) Every effort should be made to ensure a person is not the head coach of a Minor Hockey team, Novice and up, for the same child for more than two (2) consecutive years, unless no other suitable applicants are available as deemed by the SVMHA Coach Coordinator.

6.4 Applications

- a) SVMHA will advertise that they are taking applications for head coaches for the upcoming hockey season prior to the end of the current season.
- b) Applications for coaching positions will be available from the Coach Coordinator, the website or any SVMHA executive member.
- c) The Coach Coordinator shall commence receiving Head Coaching applications as early as the prior season's Annual Meeting.

6.5 Selection of Assistant Coaches, Trainers and Managers

- a) The Head Coach, with the approval of the Board will select the other team officials for his or her team. (Assistant Coaches, Trainers and Manager).
- b) The number of team officials to be selected will be in accordance with OMHA/OWHA regulations.
- c) The Head Coach should attempt to maximize the flexibility of his/her coaching staff by having two NCCP and two HTCP qualified individuals on the team's roster sheet.
- d) Coaches will be certified in accordance with the OMHA/OWHA regulations.
- e) Trainers shall hold a valid HTCP certificate.
- f) All team officials will be required to have a Police Record Check completed every 3rd year, with an Offence Declaration signed in the year in between.
- g) Any team official that does not have this completed by the roster approval date of the current hockey season will not be allowed in the dressing room or on the bench until it has been completed.
- h) The Board may request an official Police Record Check at any time.

7. Team Officials

7.1 Accountability

- a) Team officials are accountable to the Board for their conduct and of their players, before, during and after games and practices. The coaches and parents will agree upon the period of time before and after games and practices.
- b) Team officials are expected to set a good example in conduct, language, dress and sportsmanship.
- c) Team officials shall become familiar with, follow and enforce all rules, regulations and procedures of the SVMHA, WOAA, and OMHA/OWHA.
- d) Team officials shall attend Association meetings as required by the Board.

7.2 Player Injuries

- a) The Trainer of the team is responsible for forwarding a copy of the "Canadian Hockey Injury Report" to the OMHA/OWHA as required. A copy must be forwarded to the Center Contact, for association record keeping, as soon as possible.

b) Players who have missed games and or practices due to an injury seeking medical treatment (regardless of if it's a hockey related injury) must give the coach and or the trainer on that team a Doctor's note for approval to return to play, before being allowed on the ice for any SVMHA sanctioned activity. A copy must be forwarded to the Center Contact, for association record keeping, as soon as possible.

7.3 Player Ice time and Development

a) Coaches are to make a conscientious effort to give each player a balanced amount of ice time in each game, including the play-offs. There may be instances and cases where the coach if he/she decides to, may require shortening a player's ice time. This will be explained during the coaches and parents meeting. Penalty time shall be considered as ice time.

b) To develop a better appreciation of the game as a whole, players may be given the opportunity to play various positions.

7.4 Team Meetings with Parents

a) Coaches and Managers must have a parent meeting before the season begins and hold parent meetings as required during the season as needed.

b) Coaches will hold a pre-tryout meeting to inform the selection over view of the tryout process.

c) These meetings will be used to explain/discuss the following;

- Introduce coaching staff and Responsibilities of coaching staff

- Select Parent Rep

- Coaching Philosophy

- Team Rules

- Hand out and discuss Player and Parent Codes of Conduct

- Dress Code

- Playing Time for players, shortening of players ice time

- Supervision of Dressing Rooms

- Releasing Children from Coaching staff Supervision

- Female Player Dressing Room Policy

- Transportation of Players

- 24hrs Cool Down Rule

- Parent Complaint Procedure

- Timekeeping, scorekeeping, Fundraising, Volunteer requirements

- Tournaments

- Emergency Action Plan and responsibilities

- Any other points that either group wishes to discuss. It is essential to keep the lines of communication open between parents and coaching staff.

7.5 Parent Complaints

a) Any Parent complaints regarding the coaching staff or the operation of the team must be given to the Parent Rep, after the mandatory 24hrs cooling off period; in writing with signature (either by hand, or scanned

electronic copy). All complaints will first be attempted to be resolved at the team level by the Parent Rep with the parties involved. In the event that the Parent Rep is a complainant then the Parent Rep shall contact the SVMHA Executive regarding the complaint.

b) If a resolution cannot be agreed upon at the team level, the SVMHA Executive will be contacted by the Parent Rep to be an intermediary in assisting a resolution with the parties involved.

c) If a resolution cannot be reached, the Board will make a ruling after a hearing of the parties involved.

7.6 Team Budgets and Financial Statements

a) Team budgets, collecting and disbursing of team finances for tournaments will be the responsibility of a Team Official.

b) The parents on the team must understand and approve an initial team budget for funds required to enter the selected tournaments. It is the Team Officials responsibility to collect these funds from the parents. This financial obligation is above the Association's registration fees. (Unless otherwise stated)

c) The team must settle any debts or bills incurred by the team. The SVMHA will not honor these debts.

d) Any team or individual incurring debts in the name of the SVMHA without prior approval shall be subject to disciplinary action up to and including possible suspension from the Association.

e) No fundraising shall be done by any team or individual, which has not been approved by the Executive of the SVMHA. All funds raised will go to the SVMHA general account. Individual persons or teams may not fundraise for themselves.

8. Subsidization of Team Officials

8.1 Subsidy Rates

The SVMHA will subsidize the costs for current volunteer team officials as per the following:

a) Initial Coaches and Initial Trainers courses: subsidization of 100% of the registration costs.

b) Re-certification of Coaches and Re-certification of Trainers qualification: subsidization of 100% of the registration costs.

c) Team officials completing RIS (Respect in Sport-Activity Leader or Speak Out): subsidization of 100% of the registration costs.

d) Team Officials getting a PRC (police record check) completed: subsidization of 100% of the costs.

e) All subsidization will be forwarded after the participant has successfully passed the course and submitted online including all receipts. The Coach Coordinator and Treasurer shall receive all submissions for approval of reimbursement.

f) Subsidization for any new referee who attends and completes an Official Certification Clinic, subsidization of 100% of the cost will be covered by the SVMHA. The Coach Coordinator and Treasurer shall receive all submissions for approval of reimbursement.

g) SVMHA will cover equipment expenses for new referees on a one time basis up to a maximum of \$150.00. The Coach Coordinator and Treasurer shall receive all submissions for approval of reimbursement.

9. Ice Scheduling

9.1 Ice Contract

- a) The SVMHA will sign an ice contract with the Municipality of West Grey and The Town of Hanover Recreation Department yearly. The Ice Coordinator will be responsible in consultation with the Board for identifying to the Municipality the Association's ice requirements for the upcoming season. This should be done as soon as possible prior to the upcoming season. The President will sign the ice contracts.
- b) The SVMHA will start buying ice on or about September 1 and stop on or about March 31 each season.

9.2 Responsibility

- a) The organization and scheduling of ice time for the SVMHA hockey program is the responsibility of the Ice Coordinator. Head coaches will assist the Ice Coordinator when requested.
- b) The Ice Coordinator shall fairly distribute game and practice ice allocations to teams in our organization and forward this schedule to each head coach. It is the coaches' responsibility to report changes in this schedule as they occur throughout the season to the Ice Coordinator.
- c) During playoffs, the Ice Coordinator will do playoff ice scheduling with assistance from the Centre Contacts. They will schedule and move ice times around at their discretion to make sure that the Association's playoff priorities are met. Ice will be given to teams that require it for playoffs based on the priorities. This will include practices. The Ice Coordinator will keep track of any ice that is taken away from a team. Ice will be returned to the affected teams if possible.

9.3 Canceling Ice

- a) If a team cannot use its allocated ice, the team's coach/manager must inform the Ice Coordinator as soon as possible who will offer it to other teams.
- b) If an Ice Coordinator is not available, a designate will be assigned.

10. Playing Times

10.1 Practices

- a) The normal duration of a practice is considered 1 hour U11 & under, 1.5hrs. U13 & up on the arena clock from the scheduled start time (U11 & under 50 minutes ice time, 10 minutes for flooding of the ice)(U13 & up 1 hr 20 minutes ice time, 10 minutes for flooding)
- b) The Ice Coordinator may, in consultation with the Board, implement shared practice time.

10.2 Length of Home Games during the Regular Season

- a) The Board, as regulated by OMHA/OWHA/WOAA will determine the length of home games for each division. This will be communicated to the coaches prior to the season starting.
- b) The length of the game also includes a flooding of the ice (10 minutes).
- c) If certain teams continue to play past their allowable time, or if time restrictions are necessary then a curfew may be written on all home game sheets and initiated by both the home team coach and visiting coach.

10.3 Length of Games during the Playoffs

a) The length of games during playoffs will be in accordance with the rules and regulations laid down by the WOAA and the OMHA/OWHA.

11. Off-Ice Officials

11.1 Timekeepers and Scorekeepers

a) Parent Rep will appoint responsible Timekeepers and Scorekeepers for each facility.

12. On-Ice officials

12.1 Referee Scheduling and Notification

a) Team Officials are responsible for contacting the Referee Coordinator to have referees scheduled for their home games during the regular season and the playoffs. After the league-scheduling meeting, the team must submit to the Referee Scheduler, as soon as possible, a hard copy of the teams' scheduled home games for the season.

b) The Regional Executive Member of OMHA/OWHA may assign the referees for OMHA/OWHA Play-downs.

c) Team officials are responsible for contacting the Referee-In-Chief regarding any home games that are canceled or rescheduled. If the game is to be rescheduled, the team official must let the Referee-In-Chief know the rescheduled date and time.

12.2 Referee Payment

a) Payment to referees will be according to the current OMHA/OWHA referee fee guide.

b) The Association will pay the mileage charges for out of town referees when required. Mileage charges will be according to the current OMHA/OWHA referee fee guide.

c) The Referee-in-Chief will be responsible for advising the Treasure for paying all referees on a monthly basis.

12.3 Referee Complaints

a) Complaints regarding referees should be sent in writing to the SVMHA. If warranted, the complaint will be forwarded on to the WOAA Referee Committee by the Centre Contact.

13. Compensation for teams

13.1 Compensation

a) SVMHA will pay 100% of the entry fee for any team that qualifies for the OMHA play-down Tournament.

13. Exhibition Games

13.1 Notification

a) Team Officials must contact the Ice Coordinator regarding all exhibition games. The Board may limit the number of home exhibition games a team may schedule.

b) Team Officials must notify the Centre Contact regarding all exhibition games for insurance reasons and in the case of any suspensions resulting from these games.

c) Team Officials will be responsible for contacting the Referee-In-Chief and all necessary persons as referenced in the Coaches Handbook. Appropriate notification is required.

13.2 Payment of Referees for Exhibition games

- a) The association will pay referees for no more than 3 home games
- b) Payment to referees will be according to the current OMHA/OWHA referee fee guide.
- c) The Association will pay the mileage charges for out of town referees when required. Mileage charges will be according to the current OMHA/OWHA referee fee guide.

14. Tournaments

14.1 Approval

- a) Tournament applications will be copied to the Centre Contact.

14.2 Tournaments during playoffs

- a) Team Officials should be careful when scheduling tournaments during playoffs. WOAA, OMHA/OWHA regulations concerning participation in tournaments while in playoffs must be adhered to.

14.3 Teams entering SVMHA Tournaments

- a) SVMHA teams entering SVMHA tournaments may have their entry fee waived. Officials and parents will be expected to contribute to the coordination and operation of the tournament.

15. Fundraising

15.1 Purpose

- a) Fundraising is a very important aspect of this Association. It helps keep our registration rates as low as possible. The Board will decide, by majority vote yearly what fundraising initiatives are required as per budget requirements.

15.2 Parents Responsibility

- a) Parents will be advised of their volunteer commitments when they sign up at registration.

15.3 Team fundraising

- a) Teams may not accept donations from sponsors to help cover expenses incurred due to tournaments and travel.
- b) Any team or individual shall not, do additional fundraising, which has not been approved by the Board of the SVMHA.

16. Sponsorship

16.1 Co-ordination

- a) The Board shall co-ordinate sponsorship.
- b) Sponsorship must go through the treasurer in order to issue a receipt

16.2 Sponsorship Agreements and Fees

- a) A sponsorship agreement shall be established with each sponsor.
- b) The Board shall determine sponsor fees each season.

16.3 Association Agreement with Sponsor

- a) In return, the SVMHA shall recognize each sponsor by displaying the name of the sponsor in a applicable manner.

17. Banquet, Banners and Awards

17.1 Hockey Banquet

- a) An Association awards banquet will be held annually.

17.2 Banners or Plaques

- a) The Board shall recognize the following team achievements by purchasing banners or plaques for display in the arena. OMHA/OWHA Champions & finalist, WOAA champions
- b) The banners or plaque shall be standardized.
- c) The Board shall purchase an OMHA/OWHA Champions & Finalist banner or plaques for teams and display them in Durham, Normanby and Hanover arenas.
- d) WOAA championship banners or plaques for teams and display them in Durham, Normanby and Hanover arenas.
- e) Co-ordination of hanging of all banners or plaques shall be the responsibility of the Equipment Manager or designate.

17.3 Memorial Awards

- a) Memorial awards may be presented at the Awards Banquet upon approval of the Board.

17.4 Trophy Cases

- a) The inventory of all trophy cases, in Durham, Normanby and Hanover, will be controlled by the Board under the direction of the Equipment Manager or designate.

18. Privacy Policy

- a) The Saugeen Valley Minor Hockey Association (SVMHA) agrees to adhere to the Privacy Policy as adopted by the Western Ontario Athletic Association (WOAA). The WOAA Privacy Policy can be found at www.woaa.on.ca.

19. Effective Date

- a) These Rules of Operation shall come into force following a vote upon enactment after Approval by the Members of the Associations as hereinbefore set out.
- b) The foregoing Rules of Operation is hereby enacted, ratified, sanctioned, confirmed and Approved with variation by the affirmative vote of the Members of the Saugeen Valley Hockey Association at the General Meeting, and at which a quorum was present on the (date)the day of (month) (year).

Signed and Dated 19th day of May, 2023

Jeremy White
President, Saugeen Valley Minor Hockey Association



Sabrina Osborne
Secretary, Saugeen Valley Minor Hockey Association

