

# SUDBURY MINOR HOCKEY ASSOCIATION RULES, REGULATIONS AND HOCKEY OPERATIONS



## RULES AND REGULATIONS

### **1. Rescheduled Games**

Any team wishing to reschedule a game may do so at the discretion of member league regulations and the SMHA ice convenor.

### **2. Tie Breaking Procedure**

All ties in regular season, round-robin and play-off standings will be decided in accordance with the rules and regulations in force in the Nickel District Hockey League, North Eastern House League, Northern Ontario Hockey League or other such external leagues as may be in effect from time to time.

### **3. League Playoff Regulations**

All semi-final and final play-off series in all divisions will be determined in accordance with the rules and regulations under each of the Nickel District Hockey League, the North Eastern House League, Northern Ontario Hockey League, or any other such external leagues as may apply from time to time, wherever applicable.

### **4. Northern Ontario Hockey Association (NOHA) Playdown Series**

NOHA Playdowns series will be decided as per the NOHA Constitution.

### **5. Discipline**

5.1. The Executive shall have the authority to reprimand or suspend a coach, team official, player or parent.

5.1.1. Team management along with the Board of Directors are jointly responsible for the comportment of their players and parents in or on the arena site while under their supervision.

5.1.2. The Convenor will have the authority to request a meeting with the coaches, managers, players and/or parents in order to discuss their behaviour on or off the ice. These individuals will be present before a committee composed of an Executive Member and the convenor responsible for that division. The Convenor shall convene said meeting if requested by team management.

5.2. No team official shall be suspended or dismissed without the sanction of the Board of Directors of the SMHA

5.2.1. If requested by either party, there shall be a hearing where all parties concerned are present.

5.2.2. The hearing shall be held within two (2) weeks from the date of the actual incident.

5.2.3. The team official being suspended or dismissed shall submit in writing a letter requesting said hearing to the SMHA and to the person or persons involved.

5.2.4. The SMHA shall set the date for the hearing.

5.2.5. If all parties involved do not attend this meeting, then the SMHA shall rule



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in favour of the party as warranted by the evidence available and no further hearing will be required.

- 5.3. Any player or member of team management may be required, upon written notice and at the discretion of the SMHA Executive, to appear before the SMHA Executive and may be suspended for failure to appear.

### **6. Grievance Procedure**

Complaints or grievances will be handled by a committee headed by the Vice President or Chair of Rep. The proper procedure for complaints or grievances will be to contact the Vice President and the Chair of Rep in writing. The committee will make a decision on the matter or refer the issue to the Board. The concerned party may request in writing to appear before the Board in person. The Vice President or the Chair of Rep will respond with acknowledgement of receipt of the complaint within (7) seven business days.

### **7. Team Colours**

Team colours must be registered where applicable with the Sudbury Minor Hockey Association (SMHA) Office and recommended by the Executive before the schedule begins. Teams playing in external leagues must have two (2) sets of jerseys (home and away), and under these circumstances will not require Executive approval, excluding House League.

### **8. Registration Fees**

- 8.1. SMHA players' fees and insurance must be paid by November 1<sup>st</sup> and all cheques made payable to the Sudbury Minor Hockey Association. For registrants in the U7 program only, players will be required to pay the registration fee in full, prior to any on-ice participation in the program. A one-time, pro-rated refund without Board approval will be available at the initiation level until December 31<sup>st</sup> of each season.
- 8.2. Full registration fees where applicable shall be non-refundable except at the discretion of the Board of Directors.
- 8.3. Any refund authorized pursuant to 8.2. herein shall be prorated based on the amount of time remaining in the season as of the date of the request for refund, in writing. Once a refund has been issued, the player may not play for any SMHA team for the duration of that hockey season.
- 8.4. The team staff will have the player complete a NOHA Player Offer of Commitment form when signing a player at rep levels. For all divisions in representative hockey, the parent or guardian of the player must also sign this form.
- 8.5. Team fees must be paid to the respective teams by December 1<sup>st</sup>. Team managers shall provide to the SMHA the names of players whose fees are outstanding and the SMHA will note those players as "not in good standing" until such fees are paid.



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### **9. Responsible Designate**

Each team shall select a parent(s) to act as a designated responsible adult to accompany a player to the dressing room in the event of an injury. In the presence of a qualified trainer, the trainer shall become the automatic designate. Should such a designate not be present at any one game, the team coach or manager reserves the right to refuse the player from going on the ice after occurrence of the injury.

### **10. Draft Money**

Any draft money paid by junior teams for players having played in the Association will be paid to the SMHA.

## **OPERATIONS**

### **1. Team Operations**

- 1.1. All teams except recreational categories must sign at least fifteen (15) players by their first league game of each year provided that there are sufficient players registered in that category.
  - 1.2. Any A, AA or AAA NOHA representative team will consist of a minimum of fifteen (15) players, a coach, manager and trainer in any given year. Should there exist a shortage of players deemed eligible to participate in any particular age group or division, a number under fifteen (15) may be signed with the consent of the President or any signing authority. Should consent not be granted, the team must sign the required fifteen (15).
  - 1.3. All A, AA, and AAA teams must submit their rostered players list to the SMHA within four days of their final tryout.
  - 1.4. The SMHA office will book ice-time for tryouts according to the Ontario Hockey Federation (OHF) guidelines or as closely as possible, depending on city ice availability.
  - 1.5. The person or organization (coach, manager, sponsor, etc.) which makes formal application for and is accepted into the SMHA for the current season, will at the end of that season, relinquish responsibilities for the next season.
2. SMHA will follow the affiliation rules as determined by the NOHA.
  3. No trades will be allowed between teams. When players register to play in the SMHA, they do so with the understanding that they will play under the rules and regulations of the Association.
  4. Old entries will not be renewed if the player or parent(s)/guardian(s) owes any fees to the SMHA or to the previous years' teams (money for registration, ice time, transportation, accommodations, team operations or any other costs incurred). Also, any borrowed equipment from either SMHA or the team must be returned, in order for a



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player, parent(s)/guardian(s) to be a member in good standing. Teams must submit a list of players considered not in good standing with their financial statements before the annual general meeting.

5. The manager would be responsible to report any delinquent accounts to the SMHA office no less than fifteen (15) days after the end of the season.
6. All teams will be required to re-apply to the Association for re-admission on a yearly basis whether they are previous members or new entries. The SMHA Board of Directors will also have the authority to accept or reject new and/or old player applications. Old entries may not be renewed if the player or parent(s), guardian(s), did not conduct themselves in a manner acceptable to the SMHA
7. The Association's executive will have the authority to accept or reject new or old entries. Old entries may not be renewed if the organization did not operate under the rules and regulations of the Association in a spirit which benefits the entire Association.
8. All players will be electronically uploaded to the NOHA database by the SMHA registrar only. No player or member of management shall input any data directly to NOHA database and should this occur, the club, player or member of management shall be suspended by SMHA. All teams will be registered under the auspices of the SMHA
9. All teams must submit a preliminary budget by October 31<sup>st</sup>. Two financial statements must be submitted to SMHA and parents or guardians by January 15<sup>th</sup> (cut-off December 31<sup>st</sup>) and a final balance and income and expense statement within two weeks of the season end.

If a team does not submit their financial statement, the staff of that team will not be eligible to a vote at the SMHA annual meeting. All team financial statements shall be made available to the respective team's parents and/or guardians three times per year.

10. All coaches and bench staff in the Association must meet the requirements for coaches as determined by the NOHA.
  - 10.1. All team officials must be approved by the SMHA Board of Directors.
  - 10.2. All SMHA team officials must possess and provide a valid Vulnerable Sector Screening as per OHF requirements. Failure to comply will result in the offending individual being suspended from their duties until a valid police check can be produced.
11. Any coach, manager, trainer, sponsor, parent or executive member found to be tampering with players of given clubs in an attempt to secure these same players for other teams, will be removed from the team staff and/or dismissed from the Association.
12. All teams must be finalized by a date to be set by the Board of Directors. All recreational teams will submit their rosters to the SMHA within four days of the 'team draft' day.



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13. Every player will receive fair ice time and play regularly in all categories providing the player abides by team rules, concerning attendance at practices, arriving at practices and games on time, or any other team rules pertinent to the discipline of the players on the hockey team, and they accept any fair penalty for any breach of these team rules.
14. Rep and House League teams must submit player's list and jersey numbers to the SMHA office by October 1st of the season.
15. Players may be released from their roster of AAA, AA, A and house league teams at any time prior to the NOHA signing deadline. However, the player, his parents/guardians, and the staff must have a meeting, discuss the problem and implement a plan over the next two (2) week period for player improvement purposes. The specific problems as identified at the meeting and proposed remedy, as determined at this meeting, shall be submitted in writing to the SMHA. Should the situation not be resolved, the SMHA Executive, in consultation with the staff and convenor, will consider whether the player should be released or not; providing the problem, as outlined in the report, still exists. Releases requested under any circumstances after the signing deadline must receive approval of the SMHA Executive.
16. In the event of the availability of players registering within SMHA, and players are still available after the carded team rosters are filled, the SMHA would place these available players on a team or teams depending on the available number. These teams would play in an SMHA approved League if numbers permit. It could be possible to enter team(s) at each of the U9, U11, U13, U15 and U18 levels.
17. Where there is a restriction on the number of SMHA teams permitted to advance to the Northern Ontario Hockey Association Tournament of Champions, in a particular age group (where SMHA has more than one team) or division, the Nickel District Hockey League final regular season standings will be used to determine which team(s) will advance.
  - 17.1. The Nickel District Hockey League Final Regular Season standings shall consist of the number of games required,
  - 17.2. In the case of a divisional split, the team that finishes in the higher division will advance to the playdowns.
18. Under no circumstances may a Rep player compete for two (2) teams coincidentally while a registered member of the SMHA. Registered affiliations are excepted from this rule.
19. Any manager, coach, assistant coach, trainer, cannot sign NOHA cards in two different Associations in the same year at the same time without prior written consent from the Board of Directors. ie: A coach running a team in SMHA, cannot be a manager, coach, assistant coach, trainer, in any other Minor Hockey Association, or vice versa without prior written consent of the Board of Directors.
20. All SMHA teams must have "STOP" crests on all team jerseys. All A, AA, and AAA



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teams within the SMHA shall be known as the "Sudbury Wolves" and shall wear jerseys as approved by SMHA Board of Directors.

21. If, in the future, SMHA enters into any contractual agreements with any facility to rent ice on a contract basis, any team wishing to use such contract ice must sign a contract and provide post-dated cheques to pay for this ice.
22. All concerns involving teams for members within SMHA will adhere to the SMHA Code of Conduct. Parties must have proper documentation (e.g. signed letters, statements from parties involved etc.) including any corroborating stories.
23. Failure to comply with the "Code of Conduct" may result in disciplinary action, including, but not limited to, loss or suspension of certain privileges and other team activities.
24. Nickel City Hockey Association will provide equal representation in coaching selection and discussions regarding honorarium and player evaluation logistics for U12, U13, U14, U15, U16 and U18 AAA teams.