



2024 Manual of Operations & By-Law Amendment Requests

MANUAL OF OPERATIONS AMENDMENT REQUESTS

CURRENT:

PHILOSOPHY - 2. REPRESENTATIVE HOCKEY - OMHA

Player Ice Time: During regular season games and tournament games, the coaching staff will manage the ice time in an equitable (not equal) manner to ensure all players are receiving the opportunity to perform and develop. Should a/or player(s) receive significantly reduced ice for any reason other than discipline, the coach shall have (5) five games to make ice time equitable to those players. Equitable Ice does not apply to games of significant importance such as Tournament Finals or OMHA Playdowns.

During the last five minutes of any game, player ice time is earned based on skill, performance, attitude, commitment and practice attendance, and will be allotted at the coach's discretion. Coaches will strive to combine team progress with individual player development.

PROPOSED AMENDMENT:

OMHA coaches will make every attempt to ensure that All Players dressed for a Lakeshore League regular season or “playoff” game be given an equitable amount of ice time over the course of the game, with the exception of the final 5 minutes. Blatant disregard of this rule will result in an investigation by the Discipline Committee. House League Coaches shall ensure players receive equal ice time to the greatest extent possible, regardless of the game situation.

Rationale for Amendment – The Section 1 Philosophy conflicts with Section 6 - Coaches and Teams, 6.5. These 2 statements should match. Our philosophy should be to develop and grow as an association. Ice time to best develop all of our players.

CURRENT:

2.3 Registration of Players

Subject to registration numbers, the following series of player groupings will be operated by the Association. Ages per division will be those set by Hockey Canada.

Age as of December 31st

Initiation: 6 and under

Tyke: 7

Novice: 8

Atom: 9 & 10

Pee Wee: 11 & 12

Bantam: 13 & 14

Midget: 15 & 16 & 17

Juvenile: 18 & 19 & 20

PROPOSED AMENDMENT:

Subject to registration numbers, the following series of player groupings will be operated by the Association. Ages per division will be those set by Hockey Canada.

Age as of December 31st

Division

U5: 4

U7: 5 & 6

U11: 9 & 10

U13: 11 & 12

U15: 13 & 14

U18: 15 & 16 & 17

U21: 18 & 19 & 20

Sub-Division:

U8: 7

U10: 9

U12: 11

U14: 13

U16: 15

U19: 18

Rationale for Amendment – Updating to align with OMHA Manual of Operations.

CURRENT:

SECTION 4 – TRY OUTS ND PLAYER MOVEMENT – 4.2

For purposes of Player development, whenever possible, OMHA teams are expected to AP Players from the same age group from the team below. AA teams would AP from the A teams. A teams would AP from House League.

PROPOSED AMENDMENT:

For purposes of Player development, whenever possible, OMHA teams are expected to AP Players from the team below. AA teams would AP from the A teams. A (or equivalent) teams would AP from House League. AA players could be AP to another team at the next age group up.

Rationale for Amendment – The goal is the development of all players. Giving the chance for all players to AP to the next level above them in the organization. AA players should be allowed to AP to the next level above even if that means AP for the age group above.

CURRENT:

SECTION 4 – TRY OUTS ND PLAYER MOVEMENT – 4.3

Any players affiliated (AP) by another team must fulfil their responsibilities of attending games and practices of the team they are registered with. Any coach wishing to use an AP must make prior arrangements with the coach of the team the player is registered with and the affiliated player's parents. Should any dispute arise on this, the Vice President of Rep, and President will make the final decision.

PROPOSED AMENDMENT:

4.3. Coaches must make every effort to accommodate registered players on their team that are affiliated (AP) to a higher level to attend skates or hockey events that they are invited for the AP'd team. Should a conflict arise where there is a game for the registered team the player must attend the game for the team they are registered with.

Should a conflict arise for a practice or team event and ample notice is provided to the coach, the coach should do everything in their power to help AP'd player obtain highest level of development possible, provided the practice or team event is not one that would be viewed as a crucial juncture for the registered team (i.e. just before a big tournament or before a playoff game). Should any dispute arise, the decision should be made by President, VP of Rep and Director of Development.

Rationale for Amendment - Coaches need to put kids getting better first as we are a development association and a feeder for AAA. Coaches should be doing all they can to get kids moving up to the next level. Ample notice is subjective and will often lead to decision by Executive as in some cases 1 day is more than enough to get a fill in but in some cases 3 days may not be enough, therefore the reason for 3 Executive members is so then there is no tie will at minimum be a majority vote.

NEW:

SECTION 6 – TEAM OFFICIALS: COACHES, MANAGERS, TRAINERS

PROPOSED ADDITION:

6.1.19. A Head Coach may only be on a bench of the same age group of players for 2 consecutive years in a row. A minimum of 1 full year removed from being on the bench staff of the same age group, before applying again.

Rationale for Amendment – What is good for one player is not good for another. Players and teams need a change. 2 years is more than enough for a team.

CURRENT:

SECTION 9 - SPONSORSHIP

9.1 All approved sponsorships shall be for a fixed duration.

9.2 It shall be the sole responsibility of the Executive Committee to obtain and allocate the necessary number of sponsors.

9.3 The Northumberland Minor Hockey Association will set the dollar level for the various sponsorships.

9.4 No Breweries, Distilleries, Wineries or Tobacco companies will be permitted to sponsor any team in the NMHA.

9.5 Sponsorships may be granted under the stipulation that it is solely a financial contribution and does not imply that the sponsor will be required to be further involved with the team.

9.6 Members should contact the Executive Committee if a specific sponsor wishes to support one of their teams, the Executive Committee will follow-up with the potential sponsor.

9.7 All equipment purchased or donated by sponsors shall become the sole property of the Northumberland Minor Hockey Association and subject to all rules and regulations of the NMHA.

9.8 All equipment shall be of a standard approved by the NMHA.

9.9 A sponsor may not pay any money directly or indirectly to any team nor may any team ask a sponsor directly or indirectly to provide equipment or other benefits to their team without the expressed consent of the NMHA.

9.10 All monies, equipment, etc. from sponsors must be paid to the NMHA.

9.11 All sponsorship cheques must be payable to the Northumberland Minor Hockey Association.

PROPOSED AMENDMENT:

Every team is allowed to raise funds to defray operating costs. The manager is principally responsible for all financial activities, including fundraising. The manager is the primary contact for all communication and co-ordinates all financial activities, including obtaining sponsorship.

- 9.1 All approved sponsorship shall be for a fixed duration.
- 9.2 Representative and Select teams can obtain sponsors to offset costs of practice jerseys, Home and Away Jerseys and tournament entry fees. If the team receives more than the set fee, the amount is credited to the team and will be part of the fundraising budget.
- 9.3 The combined amount of fundraising and sponsorship for any single team cannot exceed (40%) of the teams' total expenses without approval from the Executive committee.
- 9.4 No Breweries, Distilleries, Wineries, Dispensaries, Gambling associations or Tobacco companies will be permitted to sponsor any team in the NMHA. All sponsors must be approved by NMHA administration.
- 9.5 Sponsorship may be granted under the stipulation that it is solely a financial contribution and does not imply that the sponsor will be required to further involvement with the team.
- 9.6 Teams may not solicit sponsorship from current NMHA sponsor (for the current list, please contact NMHA administration).
- 9.7 All equipment purchased or donated by sponsors shall become the sole property of the Northumberland Minor Hockey Association and subject to all rules and regulations of the NMHA.
- 9.8 All equipment shall be of a standard approved by the NMHA.
- 9.9 A sponsor may not pay any money directly or indirectly to any team. All sponsorship cheques must be payable to the Northumberland Minor Hockey Association.
- 9.10 All sponsorship cheques must be payable to the Northumberland Minor Hockey Association.
- 9.11 More than one Home and Away jersey sponsor can be obtained, but only one sponsor name will appear per jersey. Each team will be responsible for the cost of the sponsor bar for both Home and Away jerseys and this cost must be listed in the team budget.

Rationale for Amendment – To support member's requests. Members have asked to allow teams to get their own sponsors. This is in hopes of generating more financial support for the Rep Teams.

BY-LAW AMENDMENTS

CURRENT:

6 – TERMS OF MEMBERSHIP AND ELIGIBILITY - Membership Year:

Unless otherwise determined by a majority decision of the Executive, Membership, other than Lifetime Memberships, shall commence on and be effective from September 1 in each year, and shall lapse and terminate on the 31st day of August next following the date on which such Membership commenced.

PROPOSED AMENDMENT:

Unless otherwise determined by a majority decision of the Executive, Membership, other than Lifetime Memberships, shall commence on and be effective from April 1st in each year, and terminate on the 31st day of March and such Membership cancelled in the season it commenced, for Representative Members. House League will be grandfathered from previous season as their Membership is not due until September 1st with regards to Active Membership 6 a) & b)

Rationale for Amendment – Active Membership should be for the season we are moving into, not coming out of. This way anyone returning from AAA, or new to the area has the right to attend the AGM for the season their child will be playing with Northumberland.

CURRENT:

9.2. NMHA Executive Members:

The NMHA Executive Members shall consist of the following:

- a) President - Elected - 2 year term
- b) Past President - 1 year term
- c) Vice President of Representative Hockey - Elected - 2 year term
- d) Vice President of House League Hockey - Elected - 2 year term
- e) OMHA Centre Contact – 2 year term
- f) Director of Administration - Elected - 2 year term
- g) Ice Scheduler - Elected - 1 year term
- h) Treasurer - Elected - 2 year term
- i) Secretary - Elected - 1 year term
- j) Registrar - Elected - 1 year term
- k) Director of Hockey Development - Elected - 1 year term
- l) Risk Management Officer - Elected - 1 year term
- m) Communications Officer - Elected - 1 year term
- n) Special Events Co-Ordinator – Elected – 1 year term
- o) Equipment Manager – Elected – 1 year term

PROPOSED AMENDMENT:

Amend wording on 2 year terms to show expiry on the even/odd year

- a) President - Elected - 2 year term (Odd)
- b) Vice President of Representative Hockey - Elected - 2 year term (Odd)
- c) Vice President of House League Hockey - Elected - 2 year term (Even)
- d) OMHA Centre Contact – 2 year term (Even)
- e) Director of Administration - Elected - 2 year term (Odd)
- f) Treasurer - Elected - 2 year term (Even)

Rationale for Amendment – For clarity and convenience

CURRENT:

10. EXECUTIVE RESPONSIBILITIES - Indemnification of Executive Members:

Every Executive Member of the NMHA and his or her heirs, executors, administrators and estate and effects respectively shall from time to time be indemnified and saved harmless by the NMHA from and against:

PROPOSED AMENDMENT:

Every Executive Member of the NMHA and his or her heirs, executors, administrators and estate and effects respectively shall from time to time be indemnified and saved harmless by the NMHA from and against:

Rationale for Amendment – Spelling error of the word administrators

CURRENT:

11.7.1 President:

The President shall:

- a) Represent the NMHA in the Community and with all stakeholders
- b) Act as one of the signing officers of the NMHA
- c) Act as Chair at all Executive Meetings and at all Meetings of the Membership
- d) Will vote at any Executive Meeting only in the occasion of a tie vote
- e) Exercise general supervision of the NMHA in accordance with Policies determined by the Executive
- f) Be a non-voting Member of all committees and sub-committees of the NMHA
- g) Report regularly to the Executive on matters of interest
- h) Shall in co-operation the Budget Committee establish the NMHA budget prior to registration
- i) Have the power, on recommendation of the Executive, to replace any appointed members, league representatives or Executive members who they feel is not fulfilling his or her duties
- j) Suspend clubs or players, subject to ratification at the next meeting of the Rules and Disciplinary Committee
- k) Be responsible for the day to day management of the affairs of the NMHA, including monitoring of all Committees to ensure all Policies of the NMHA are being complied with
- l) Delegate tasks as necessary
- m) Will remain on as past president for one year or until such time as a new president is elected
- n) Will have the highest level of administration access on the HCR database and the NMHA website
- o) Will ensure that access rights to the HCR database and NMHA website of all executive members are suspended immediately before the AGM
- p) Creates new access rights and reinstates access rights as required to the HCR website and NMHA website immediately following the AGM.

PROPOSED AMENDMENT:

Add:

- q) Shall not be rostered to a specific team unless no other person is willing. The member is to be added to an At Large Roster where qualified to fill in, as necessary.

Rationale for Amendment – To help maintain transparency, integrity and avoid bias.

CURRENT:

11.7.3 Vice President of Representative Hockey:

The Vice President of Representative Hockey shall:

- a) May assume the duties of the President in his or her absence for any reason if the President cannot complete their duties or elected term
- b) May preside over Executive Meetings when the President is absent
- c) Shall oversee the efficient discharge of Representative Hockey
- d) Shall oversee the administration of the respective standing committees ensuring that policies and procedures are followed

- e) Shall in co-ordination with the Budget Committee establish the NMHA budget prior to registration
- f) Shall enforce the rules and regulations of the NMHA and the OMHA
- g) Shall chair monthly meetings with all Representative Coaches and/or Managers
- h) May be a signing officer as approved by the Executive
- i) Shall attend regional meetings or arrange for another Executive Member to attend in their absence
- j) Shall act as a liaison between Representative Teams and the Executive Committee;
- k) Report directly to the NMHA President

PROPOSED AMENDMENT:

Add:

- l) Shall not be rostered to a specific team unless no other person is willing. The member is to be added to an At Large Roster where qualified to fill in, as necessary.

Rationale for Amendment – To help maintain transparency, integrity and avoid bias.

CURRENT:

11.7.4 Vice President of House League Hockey:

The Vice President of House League Hockey shall:

- a) May assume the duties of the President in his or her absence for any reason if the President cannot complete their duties or elected term
- b) May preside over executive meetings when the president is absent
- c) Shall chair meetings with all House League Convenors
- d) Shall oversee the efficient discharge of House League Hockey
- e) Shall be responsible to liaise with the Ice Scheduler for the distribution of ice time for House League hockey
- f) Shall oversee the administration of the respective standing committees ensuring that policies and procedures are followed
- g) Shall in co-operation with the Budget Committee establish the NMHA budget prior to registration
- h) Shall enforce rules and regulations of the NMHA and OMHA
- i) Shall ensure that each Convenor receives a copy of the rule book and OMHA Manual of Operations
- j) Shall manage team officials and player registrations along with the Registrar
- k) Shall have the authority to make HL scheduling changes when conflicts occur
- l) May be a signing officer as approved by the Executive
- m) Report directly to the NMHA President

PROPOSED AMENDMENT:

Add:

- n) Shall not be rostered to a specific team unless no other person is willing. The member is to be added to an At Large Roster where qualified to fill in, as necessary.

Rationale for Amendment – To help maintain transparency, integrity and avoid bias.

CURRENT:

11.7.9 Director of Hockey Development Hockey:

The Director of Hockey Development shall:

- a) Be responsible to organize and prepare a budget for the current season for courses and training purposes for players and the coaching staff
- b) Present a budget to the Executive for approval
- c) Implement the approved budget
- d) Be responsible as the principal contact and liaison for all clinics, courses and workshops
- e) Recruit and train volunteers to perform functions required for technical development of the coaches and players
- f) Establish a mentor program to assist coaches
- g) In consultation with the OMHA coaches, develop a series of tactics and systems for each age group that will ensure consistency in coaching and player development
- h) Assist the VP of Rep Hockey, as applicable, with the coach selection program for the Representative Teams
- i) Liaise with the OMHA Reps and HC concerning the development program
- j) Along with at least two other members of the executive, formally interview any individual who applies to be hired by the association for the purpose of skill development (power skating, skill clinics, goalie training etc.) the selection of said individual must be approved by the executive

PROPOSED AMENDMENT:

Add:

- k) Shall attend monthly meetings set up by the VP of Rep with all Representative Coaches and/or Managers
- l) Shall not be rostered to a specific team unless no other person is willing. The member is to be added to an At Large Roster where qualified to fill in, as necessary.

Rationale for Amendment – To help maintain transparency, integrity and avoid bias.

CURRENT:

11.7.15 Risk Management Officer:

The Risk Management Officer shall:

- a) Implement and enforce all OMHA Risk Management Programs
- b) Establish and maintain procedures with respect to clearance of all volunteers required to complete a police report
- c) Prepare and report to the executive risk management/disciplinary issues
- d) Carry out volunteer screening as per policy and guidelines
- e) Assist as requested with implementation of Risk Management Programs
- f) Carry out other duties as assigned by the Executive Committee or the President; and
- g) Chairs the Rules and Disciplinary Committee

PROPOSED AMENDMENT:

- b) Establish and maintain procedures with respect to clearance of all volunteers and third-party developers required to complete a police report vulnerable sector checks

Add:

- h) Ensure that all necessary and appropriate insurance has been purchased
- i) Shall not be rostered to a specific team unless no other person is willing. The member is to be added to an At Large Roster where qualified to fill in, as necessary.

Rationale for Amendment – To include new direction from OHF to ensure third-party facilitators and developers submit vulnerable sector checks. To help maintain transparency, integrity and avoid bias.

CURRENT:

11.7.17 OMHA Centre Contact:

The OMHA Centre Contact shall:

- a) Co-ordinate the rostering of all NMHA players, teams and team officials
- b) Implement and enforce all OMHA Risk Management Programs
- c) Secure team travel permits when required
- d) Apply for Tournament Sanctions and complete Tournament reconciliation's
- e) Ensure that all necessary and appropriate insurance has been purchased
- f) Act as the Association's primary point of communication with the offices of the OMHA and represent the Association at regional meetings with other associations
- g) Attend OMHA Annual General Meeting
- h) Carry out other duties as assigned by the Executive Committee, or the President
- i) Shall arrange collection of all OMHA official copies of AA, A, Select and any other level of representative hockey team classifications offered as mandated by the OMHA games sheets and distribute to league contacts and OMHA
- j) Shall follow up and confirm with team managers any suspensions received by players on AA, A, Select and House League teams and any other level of representative hockey team classifications offered as mandated by the OMHA

PROPOSED AMENDMENT:

Add:

- k) Shall not be rostered to a specific team unless no other person is willing. The member is to be added to an At Large Roster where qualified to fill in, as necessary.

Rationale for Amendment – To help maintain transparency, integrity and avoid bias.

CURRENT:

11.7.18 SPECIAL EVENTS CO-ORDINATOR:

The Special Events Co-ordinator shall:

- a) Assist with Tournament vendors
- b) Be responsible for all details surrounding the year end banquet(s)
- c) Complete other duties as assigned

PROPOSED AMENDMENT:

The Special Events Co-ordinator shall:

- a) Assist with Tournament **vendors** coordination
- b) Be responsible for all details surrounding the year end banquet(s) and HL wrap up
- c) Coordinate with teams and members to facilitate the promotion of NMHA through community events

d) Complete other duties as assigned

Rationale for Amendment – To help promote NMHA and provide support in NMHA activities.