

## SECTION F – GENERAL INFORMATION

### 1. COACH EDUCATION REQUIREMENTS

LMHA's/Club Teams must ensure by November 15 that all Teams meet the requirements outlined in the chart below. Any Team that does not meet the requirements outlined within the Hockey Alberta Regulations is not an eligible team and therefore is not able to participate in sanctioned games.

Once the certification deadline passes, any team that does not meet the required certifications for their Team Officials will be notified that they are ineligible to participate until they have obtained the proper certifications.

	<u>COACH 1 - INTRO TO COACH</u>	<u>COACH 2 - COACH LEVEL</u>	<u>DEV. I</u>	<u>H.P. I</u>	<u>CHECKING SKILLS</u>	<u>RESPECT IN SPORT</u>	<u>SAFETY</u>
<b>INITIATION</b>	ONE TEAM OFFICIAL PER TEN PLAYERS					ALL TEAM OFFICIALS	ONE TEAM OFFICIAL PER TEN PLAYERS
<b>NOVICE</b>	HEAD COACH					ALL TEAM OFFICIALS	ONE TEAM OFFICIAL
<b>ATOM, ATOM FEMALE</b>		HEAD COACH			HEAD COACH	ALL TEAM OFFICIALS	ONE TEAM OFFICIAL
<b>PEEWEE A, B, C, D, FEMALE</b>		HEAD COACH			HEAD COACH	ALL TEAM OFFICIALS	ONE TEAM OFFICIAL
<b>PEEWEE AA</b>			HEAD COACH		HEAD COACH	ALL TEAM OFFICIALS	ONE TEAM OFFICIAL
<b>BANTAM</b> ALL LEVELS, EXCLUDING AA & ELITE FEMALE		HEAD COACH			HEAD COACH	ALL TEAM OFFICIALS	ONE TEAM OFFICIAL
<b>BANTAM AA, ELITE FEMALE</b>			* HEAD COACH		HEAD COACH	ALL TEAM OFFICIALS	ONE TEAM OFFICIAL
<b>BANTAM AAA</b>				HEAD COACH	HEAD COACH	ALL TEAM OFFICIALS	ONE TEAM OFFICIAL
<b>MIDGET</b> ALL LEVELS, EXCLUDING AA & ELITE FEMALE		HEAD COACH			HEAD COACH	ALL TEAM OFFICIALS	ONE TEAM OFFICIAL
<b>MIDGET AA, ELITE FEMALE</b>			* HEAD COACH		HEAD COACH	ALL TEAM OFFICIALS	ONE TEAM OFFICIAL
<b>MINOR MIDGET AAA</b>				HEAD COACH	HEAD COACH	ALL TEAM OFFICIALS	ONE TEAM OFFICIAL
<b>MIDGET AAA, AAA FEMALE</b>				HEAD COACH	HEAD COACH	ALL TEAM OFFICIALS	ONE TEAM OFFICIAL

- \* For Bantam AA, Bantam Elite Female, Midget AA, and Midget Elite Female, where Development I is required, any Head Coach that possesses the High Performance I Certification will also be deemed eligible.

	<u>COACH 1 - INTRO TO COACH</u>	<u>COACH 2 - COACH LEVEL</u>	<u>DEV. I</u>	<u>H.P. I</u>	<u>CHECKING SKILLS</u>	<u>RESPECT IN SPORT</u>	<u>SAFETY</u>
JUNIOR B, C, FEMALE						*** ALL TEAM OFFICIALS	ONE TEAM OFFICIAL
JUNIOR A MALE				HEAD COACH		*** ALL TEAM OFFICIALS	ONE TEAM OFFICIAL
SENIOR FEMALE						*** ALL TEAM OFFICIALS	ONE TEAM OFFICIAL
SENIOR MALE						*** ALL TEAM OFFICIALS	ONE TEAM OFFICIAL

\*\*\* The Respect In Sport requirement excludes Senior / Junior Teams, unless a Minor aged player is registered to and / or affiliated to the Team.

### COACHING PROGRAMS

The requirements outlined above are based on a Team's categorization prior to November 15 of the current playing season.

It is highly recommended that all LMHA's ensure Assistant Coaches have completed the same course(s) as noted above.

Development I and High Performance I courses require a Coach to be "Certified" in order to meet the requirements. Head Coaches will have to be "Trained" in the course by November 15 of the current season and will have to have completed full "Certification" in the program by November 15 of the following season in order to remain eligible.

### RESPECT IN SPORT

All Registered Team Officials must have completed the Respect In Sport - Activity Leader Program. **All Team Officials applying for the first time with HA shall provide proof of completion of and certification in the Respect in Sport – Activity Leader program. Proof of Respect in Sport – Activity Leader shall be indicated by a card number showing on the Team Official's registration in the Registry.** This requirement excludes Senior / Junior Teams, unless a Minor aged player is registered to and / or affiliated to the Team.

### HOCKEY CANADA SAFETY PROGRAM

All Registered Teams (including Junior and Senior Teams) must have a minimum of one (1) registered Team Official who has completed the Hockey Canada Safety Program (HCSP).

## 2. OFFICIALS RATES (2017-2018 SEASON)

Category	Maximum Rate	Rate Split
CIS (Male)	TBD	
CIS (Female)	TBD	
CWHL (Female)	320	90-90-70-70
ACAC (Male)	300	120-90-90
ACAC (Female)	200	80-60-60
AJHL	265	111-77-77
Senior Male AAA	220	90-65-65
Senior Male	200	84-58-58
Senior Female	155	63-46-46
Junior B	200	84-58-58
Junior C	170	70-50-50
Junior Female	145	59-43-43
Midget AAA	185	77-54-54
Minor Midget AAA (15 yr.)	165	67-49-49
Midget AA	150	62-44-44
Midget AAA Female	145	59-43-43
Midget A, B, C, D	135	55-40-40
Midget Female Elite, A, B	135	55-40-40
Bantam AAA	140	56-42-42
Bantam AA	130	52-39-39
Bantam Female Elite	130	52-39-39
Bantam A	125	51-37-37
Bantam B, C, D	110	44-33-33
Bantam Female A, B	110	44-33-33
Peewee	100	42-29-29
Atom	80	34-23-23
Novice	60	26-17-17
Adult Recreational (2 officials)	150	

- Mileage Rate: - As per Hockey Alberta Regulations @ 0.36/km
- Travel time: - Negotiable to a maximum of \$10.00/100km/Traveller (return trip)  
 - First 50 km are free  
 - Travel Rate = ((Total km - 50)/100) x \$10.00 (rate per traveller)  
 - Travel time applies to all travelling officials including the driver
- Late or Early Games: - Games scheduled to conclude after 11:00 p.m., start before 7:00 a.m., or start prior to 5:00 p.m. on a weekday (excluding Provincials) are negotiable to an additional \$10.00 per official.
- Tournaments: - Rates for all tournaments, except Provincial tournaments, are to be negotiated with applicable Referee Zone Chairperson or their designate.  
 - Maximum rates are not to be exceeded.  
 - Assigning fee may be charged to a maximum of \$6.00 per game (fees not charged for Provincial Tournaments).
- Assigning Fee: - \$100.00/team/season (excluding tournaments) for Exhibition, Regular Season & Playoffs.
- Warm-Ups: - \$10.00/official (maximum of \$20.00/game) for officials to monitor warm-ups.

These rates apply to the two (2) or three (3) official system. The rate for a one (1) official game is 70% of the rate listed in the applicable category above.

The rates above are for games that are 1.5 hours in length or longer. Games that are shorter in duration may have a lower negotiated rate between the LMHA and applicable Referee Zone Chairperson (or delegate).

**THESE RATES ARE NOT TO BE EXCEEDED**

### 3. INTERNATIONAL TRIPS / TOURS

NOTE: The organization of international matches and International Tours is governed by International Ice Hockey Federation By-Laws and Regulations. Minor Hockey Associations, Teams, and officials, involved in such matches or tours are advised to make reference to IIHF By-Laws in order to have a full understanding of what is required with respect to such competition. For International Tours in Canada, invitations must be issued by Hockey Canada, and the IIHF must be notified at least two (2) months before the first game of the International Tour and of the dates and conditions under which the proposed International Tour is organized.

- 3.1 No Hockey Canada Team shall be permitted to play exhibition or Tournament games, Inter-Branch games of any kind, or games against Teams from any other IIHF Member Federation, without the written permission of their Branch and Hockey Canada. Upon receipt of a request, the Branch shall submit the request to Hockey Canada for consideration and approval. Violation of this rule may result in the suspension of the Team Officials and/or Players involved.
- 3.2 In the case of Inter-Branch games and exhibition or Tournament games against Teams Affiliated with USA Hockey, permission and travel permits shall be granted at the discretion of the Hockey Alberta through the Zone Minor Discipline Coordinator.
- 3.3 Minor hockey associations, Clubs or Teams, and Partner Teams requesting an International Tour, whether incoming or outgoing, shall pay the following fees:
  - a. Application made 60 or more days prior to the event ..... \$150
  - b. Application made 30-59 days prior to the event ..... \$300
  - c. Application made 15-29 days prior to the event ..... \$500
  - d. Application made less than fifteen (15) days prior to the event is subject to a fee at the discretion of Hockey Canada. .... maximum of \$5,000
  - e. The above noted fees are set by Hockey Canada and are subject to change.  
Submitted fees shall be divided equally between Hockey Canada and the respective Branch.

NOTE: Please note that due to processing and administrative requirements, any International Tour application made less than sixty (60) days prior to the event cannot be assured of approval. If an application is unable to be approved, there may be a partial refund of the application fee, at the sole discretion of Hockey Canada.

- 3.4 Application for permission to make an International Tour will only be considered if application is made by an association, Club or Team whose Players are properly registered with Hockey Alberta. The application for an International Tour must be filed with Hockey Alberta and, in the case of an outgoing International Tour, shall include a written invitation from the hosting IIHF Member Federation(s).
- 3.5 Failure to comply with these Regulations will result in the suspension of the said Player(s) or Team(s) and/or Team Officials for a period decided by Hockey Alberta.
- 3.6 Submissions for sanctioning of an International Tour must include the following:
  - a. A detailed schedule outlining dates and locations of proposed games; and
  - b. Written approvals of the MHA(s)/Team(s) involved.

- 3.7 Hockey Canada, in its sole and unfettered discretion, may refuse application for sanctioning of International Tours for any reason it deems detrimental to Hockey Canada, its Branches or the participants involved, and its decision in this regard shall be final and binding.
- 3.8 Hockey Canada Branches, Clubs, Teams, Players, Coaches and officials who participate in the activities of International Tours not sanctioned by Hockey Canada, do so independent of Hockey Canada and its Branches and without access to benefits of the Hockey Canada National Insurance Program and could be subject to suspension or other disciplinary measures as determined by Hockey Alberta.
- 3.9 Minor Hockey Associations, Clubs or Teams contacted by organizers of International Tours involving Teams from IIHF Member Federations, must immediately contact Hockey Alberta before proceeding with or confirming arrangements for an International Tour. Likewise, any hockey association, Club or Team interested in hosting a Team or organizing an International Tour involving a Team from other IIHF Member Federations, must contact Hockey Alberta to initiate the process of official sanctioning.

### **INCOMING INTERNATIONAL TOURS**

- 3.10 Arrangements of touring Teams must be made by Hockey Canada through its Branches, and the Branch only shall designate the rink and Team that provide the best opposition and revenues.
- 3.11 International Tours or exhibition games involving Teams from IIHF Member Federations, other than USA Hockey, must be approved by Hockey Alberta and sanctioned by Hockey Canada. It is understood that Hockey Alberta will first approve the International Tour and then submit a proposal to Hockey Canada for official sanctioning. The incoming Team(s) must be given a written invitation from the MHA and Branch and obtain written approval through their Federation and the IIHF before traveling to Canada.
- 3.12 In the case of International Tours which involve Hockey Alberta and one (1), or more other Branches, all Branches must approve the International Tour and its conditions and then submit a proposal to Hockey Canada for official sanctioning. Branches may work together to submit one (1) proposal.
- 3.13 The Minor Hockey Association, Club or Team making the application for sanctioning of an International Tour is responsible for any damages, unpaid debts or other liabilities arising out of the operation of that International Tour. Hockey Alberta may, at their discretion, require with the application a letter of credit or other satisfactory security to a maximum of five thousand dollars (\$5,000), to be held as security toward any such damages, unpaid debts or other liabilities. The Minor Hockey Association, Club or Team is also responsible for obtaining, from the visiting Team(s), documented proof of insurance satisfactory to Hockey Canada and coordinating in-country transportation, accommodations and meals. The aforementioned must be submitted as part of the sanctioning submission.

- 3.14 Hockey Canada sanctioning of an International Tour is conditional upon the written approval of the IIHF Member Federation of which the traveling Team is a member. Hockey Canada will not sanction any International Tour involving a Team which does not have the approval of its Federation or which is not a member of its Federation. The visiting Team must also submit proof of primary medical coverage and liability insurance, which will be approved at the sole discretion of Hockey Canada. A Federation representative must also travel with the visiting Team at all times and act as its official spokesperson, Team leader and Team contact. The other Federation must submit the name of this representative to Hockey Canada prior to the commencement of the International Tour.
- 3.15 Hockey Canada, Hockey Alberta, Minor Hockey Associations, Clubs and Teams will not be responsible for remitting any fees, gate receipts or other funds to visiting IIHF Member Federation Teams and its organizers.

### **OUTGOING INTERNATIONAL TOURS**

- 3.16 To obtain permission to take a Hockey Alberta team for an International trip, the following procedures must be followed:
- a. A team must obtain written invitations from the out-of-country or overseas team(s), showing that the team(s) are a member(s) of their respective national ice hockey federation and the International Ice Hockey Federation (IIHF). The letter of invitation MUST include the full details of where and when the competition will be played.
  - b. Through their LMHA, the team must then submit to Hockey Alberta a formal application to travel. This application must include the following:
    - i. a completed Hockey Canada "Sanction Application for Team Tour in IIHF";
    - ii. A detailed schedule of dates and locations of all proposed games and team activities;

This application should be completed and submitted no later than seventy-five (75) days prior to the day of the event. If the application is not received within the minimum seventy-five (75) days, Hockey Alberta may not be able to support the request.
- 3.17 When a request for an outgoing International Tour is not approved, the applicant shall have its fee refunded.
- 3.18 Any Team granted permission for an outgoing International Tour must include, at the Team's expense, a member appointed by Hockey Alberta, and approved by Hockey Canada, as the International Tour leader.
- a. The costs for this Representative must be borne by the traveling team / organization.
  - b. This Representative is to act as the "OFFICIAL SPOKESPERSON" for the team.
  - c. LMHAs may recommend to the CEO (or designate) any individual(s) they feel should be considered as the Representative. Letters of reference must be provided stating this person's involvement in the community and reasons why he/she should be considered.
  - d. The Board of Directors reserves the right to make the final decision on this Representative.

- e. This individual represents Hockey Alberta and/or Hockey Canada; some of his/her responsibilities include:
  - i. initiates and/or responds to gift exchanges, toasts, welcomes, introduction of the official party, itinerary, etc.;
  - ii. control and discipline of the Players, coaches and managers;
  - iii. attends all meetings of the Team/Organization planning the trip;
  - iv. provides a written report to Hockey Alberta within 30 days of arriving back in Alberta.

3.19 No Minor Team shall be allowed more than one (1) outgoing International Tour during the same Season.

#### **4. TAMPERING**

NOTE: Tampering is defined under the Hockey Canada Regulations.

- 4.1 Team Officials shall not encourage indirectly, or invite in a direct manner, a Registered Participant of another Team from the previous season in the same or higher Category or from the current Season in any Division or Category, to be allowed to participate in training camp activities or in any games without first having secured permission in writing in the manner set forth below from the Team or Club with which such Player is registered. For failure to comply with the above regulation, the responsible Team and/or Team Official shall be sanctioned in any one or combination of the following means:
  - (a) a fine up to five thousand dollars (\$5,000) to the offending Team, payable to the Team which files the tampering charge within 30 days of notification;
  - (b) The deduction of two (2) unused Player allotments for that season;
  - (c) Compensation to the Club that may lose a Player to the offending Team through subsequent appeal. The level of compensation shall be determined through the Appeals process;
  - (d) A minimum ten (10) game suspension (regular season or playoffs) to the head Coach of the offending Team;
  - (e) A suspension for a period up to one (1) year to the responsible Team Officials of the offending Team.
- 4.2 The written permission referred to in Regulation 4.1 shall be a statement filed with Hockey Alberta, which statement shall be signed by the President and Secretary or by the designated signing Officers of the Team with which the Player is registered.
- 4.3 The charge of tampering must be filed in accordance with the Hockey Alberta procedures as established by General Regulation 3. – Violations of Bylaws, Rules and Regulations.

## 5. ALTERNATE SEASON PROGRAMMING

### **INTRODUCTION**

Hockey Canada and its branches support the Long Term Player Development model (LTPD) and the need for athletes to participate in other sports. However, there are some families that do make hockey their choice for physical activity during the typical off-season. Hockey Canada's Branches are committed to improving the experience for those who wish to participate during the off-season and we are focused on making the experience as valuable, safe and fair for the participants as possible. The Western Branches, with the support of Hockey Canada, have established the Alternate Season as a window of time for those that wish to continue hockey outside of the traditional model. Developing skills should always remain the focus of the program. Any organization seeking sanctioning within this Alternate Season will need to outline their philosophy and clearly articulate their approach to ensuring the focus on player development remains.

Some of the features of the Alternate Season include:

- Registration options for Team Programs, Development Programs and/or Hockey Schools;
- Team Programs are defined as hockey programs operating between April 1 and July 15;
- Development Programs and Hockey Schools could operate at any time throughout the year;
- Registration will take place through the Branch and insurance will be provided through the Hockey Canada program;
- Participants that were registered with a sanctioned, member MHA during the traditional season will not have to pay the insurance fees again for the Alternate Season;
- All coaching requirements as set out by the Branch for minor hockey will apply to the Alternate Season;
- The Branch and/or Hockey Canada Minimum Suspensions and Discipline guidelines are in place for all players and coaches for conduct on and off the ice;

### **REGISTRATION PROCEDURES**

Any organization (MHA or otherwise) wishing to register their program with Hockey Alberta may inquire about eligibility by submitting a completed Alternate Season Program Sanction Request to the Hockey Alberta office. Programs will be considered for sanctioning and registration if they:

- Are willing to adhere to all Hockey Alberta and Hockey Canada rules, regulations and policies;
- Have an established player development plan specific to the target age group(s);
- Are operating a Team(s), Development Program / Camp or Hockey School;
- Have a process in place to screen potential team officials and program operators.