

REGULATIONS OF THE



PERTH LANARK MINOR HOCKEY ASSOCIATION

LAST REVISION: August 28, 2026

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Regulations for the Perth Lanark Minor Hockey Association

Regulation 1: Signing and Movement of Players

Representative (**Rep**) teams shall have first right to all players which will be done through the tryout process.

Per the HEO Hockey Policy 6.49, Districts will ensure that AA and A tryouts are completed before B tryouts can commence.

Where PLMHA agrees to accept import players, those players must evaluate in the top 5 to be eligible to make the team (maximum of 4 imports per team). Goalies must evaluate in the top 2 (maximum of 1 goalie import per team unless no PLMHA goalie is trying out). Where there are not enough PLMHA players to form a full roster, more imports may be approved by the Board of Directors and the applicable League (OBMHL).

Regulation 2: Responsible Officials

The coach and manager shall assume the responsibility for the conduct of their players and team officials (bench staff) from the time the team enters the dressing room before the game or practice until they leave the dressing room after the game or practice.

Regulation 3: Coaching and Managing Limitations

It is recommended that a coach shall be head coach of only one team per hockey season. It is recommended that any team official should not act as off ice officials.

If a player is trying out for a hockey team that his or her parent would be coaching, should a concern arise, the respective convener for that division must be notified, at which time, the player will be evaluated, by at least 2 independent evaluators to ensure that player should be on the respective team.

The President of PLMHA shall not be part of team management unless authorized by the Board of Directors of PLMHA prior to coach's interviews and selection.

Regulation 4: Smoking, Alcoholic Beverages and Drugs

Smoking, including electronic cigarettes, vapes and other vaping devices, is prohibited in the dressing room and on the players' bench by team officials and players. Off and on ice officials shall not be permitted to smoke during the game or practice.

The use or possession of alcoholic beverages or non-prescription drugs is prohibited in dressing rooms and during any PLMHA game or practice by team officials or players. Under no circumstances shall team officials or players be intoxicated or impaired while carrying out their duties during a game or practice.

Regulation 5: Injuries

Team trainers shall ensure that injured players receive appropriate medical attention. In the case of a serious injury, the team trainer shall ensure that the required report is submitted to Hockey Eastern Ontario (HEO) before the applicable deadline, and that a copy is forwarded to the Association's Risk & Safety Coordinator and President within 48 hours.

Before an injured player returns to play, the team trainer shall ensure that a doctor's approval note has been obtained. A copy of the approval note shall be forwarded to the Association's Risk & Safety Coordinator and President.

Regulation 6: Promotion and Team Fund Raising

Any annual per player team fee greater than \$500 for Rep teams and \$300 for House League teams is subject to approval by the Board of Directors. These requests will only be considered if provided with a full budget breaking down how the extra funds will be used.

Every team is encouraged to seek sponsorship to offset team fees. All sponsorship funding must be planned in team budgets, where every effort to collect funds by November 1st should be made, with funds fully received no later than November 15th.

Regulation 7: Team Pictures

The PLMHA shall not assume the responsibility or cost of team pictures. All costs associated with team pictures shall be the responsibility of the parents. Where possible, PLMHA may schedule a photographer and time for team pictures to be taken.

If a team wishes to arrange its own pictures during PLMHA-rented ice time, only insured professional photographers may be used. Proof of insurance must be submitted to the President prior to any picture session.

Regulation 8: Team Equipment

The PLMHA Equipment Coordinator shall be responsible for the purchase of team jerseys and equipment. All requests for team jerseys and/or socks must be submitted by the Equipment Coordinator to the Board of Directors for approval. All purchases shall be of a style approved by the Board of Directors. PLMHA will make every effort to purchase locally; however, final purchasing decisions will be based on one or more of the following factors: price, lead times, and quality.

PLMHA will supply goalie pads, upper body equipment, a blocker, and a trapper for U9 and U11 goalies, when requested. A trapper, blocker, and goalie pads will be supplied for the U7 program.

Each team shall appoint two jersey caretakers: one responsible for the home jerseys and one responsible for the away jerseys. Garment bags will be supplied and must be used at all times when transporting jerseys. It is recommended that both sets of jerseys be brought to each game. Jerseys must be dried after each game and washed as needed.

All jerseys and association-supplied equipment must be returned to the PLMHA Equipment Coordinator at the end of each season. The return date and location will be communicated to each team coach and manager by the PLMHA Equipment Coordinator.

Competitive Rep B teams are required to wear matching PLMHA-supplied socks and pant shells. Pant shells are required to be returned at the end of each season. If a team does not choose to wear matching pant shells, all players must wear black hockey pants. Black hockey pants are to be purchased by the individual player/family and will not be supplied by the Association.

Regulation 9: Fair Play

PLMHA requires every attempt be made by the coaching staff to play each player equally, stressing fair play while recognizing this is not always possible due to penalties and injuries.

U13 and Under: The coach is encouraged to move players through powerplay, and penalty kill so every player gets a chance to develop the skills necessary for those roles.

U14 and Above: PLMHA recognizes that coaches will start to create set powerplay and penalty kill lines but that no player is excluded from either opportunity and those opportunities are not to be given to the same players each time (example the same 5 kids should not start every powerplay if the coach has 2 power play lines).

Regulation 10: Busing

Not currently applicable with the PLHMA.

Regulation 11: Fees

All registration-related fees are set annually. Basic registration fees vary by division.

PLMHA fundraising fees, including the raffle tickets, are assessed per family rather than per individual player.

Players trying out for higher-level competitive teams, such as the Ottawa Valley Titans or Ottawa Valley Silver Seven, must register with PLMHA and pay only the applicable competitive tryout fee before attending those tryouts. If a player is released from the higher-level tryouts and returns to PLMHA, all remaining registration and fundraising fees must be paid before the player is permitted to attend any on-ice sessions, tryouts, or sort-outs.

Competitive Rep B team tryout fees must be paid at the first tryout ice time, before the player goes on the ice. Competitive players in all divisions will be subject to an additional fee due to the higher cost of referees and/or longer game lengths.

Families with three or more children registered with PLMHA shall receive a 50% discount off the basic registration fee. This shall be applied only to the 3rd and subsequent additional players.

All refunds are subject to an administration fee. No refunds will be issued after December 31.

The registration deadline, late registration fee, and NSF cheque fee are set annually.

All fees for the upcoming season will be posted on the Association website.

Regulation 12: Clinics

Team Officials

Approval is to be obtained from the Division Convenor and/or the President before attending a clinic. Team officials are then required to submit their receipt and reimbursement form to the Division Convenor who will forward to the PLMHA Treasurer. Team officials will only be reimbursed once all clinic requirements are completed and can be verified by the PLMHA Registrar in the Hockey Canada Registry.

On-Ice Officials

PLMHA will reimburse clinic fees for first-year on-ice officials only. First-year on-ice officials must submit their clinic receipt and completed reimbursement form to the PLMHA Referee-in-Chief (RIC), who will forward the request to the PLMHA Treasurer for processing. No other on-ice officials will be reimbursed for clinic fees. In exceptional circumstances, the PLMHA RIC may recommend reimbursement to the Board of Directors for approval.

Regulation 13: Community Service

PLMHA offers opportunities for students to complete community volunteer hours as on-ice helpers. On-ice helpers are selected at the discretion of the coaching staff. A list of all selected volunteers must be submitted to the applicable Division Convenor, who will obtain Board of Directors approval and, where required, ensure the volunteer is added to the appropriate team list.

All volunteers selected as on-ice helpers, as well as all coaches, must follow the HEO On-Ice Helper policy, with the amendment that the Association requires on-ice helpers to wear full gear when on the ice.

Regulation 14: Code of Conduct

Membership in the PLMHA is a privilege. The Board of Directors sets the expected standard of behaviour for all members and participants, including players, parents, coaches, volunteers, executive members, officials, team managers, and trainers involved in PLMHA hockey activities and events.

Each player and parent must sign the PLMHA Code of Conduct before the player is permitted to participate in any team hockey activities. By signing, members and participants agree to:

- Be respectful at all times and not engage in conduct that criticizes, ridicules, or disrespects other members, participants, opposing teams, parents, players, officials, or members of other associations.
- Support an environment where all individuals are treated with courtesy and respect. Members and participants shall conduct themselves in a manner consistent with PLMHA's values, including fairness, integrity, and mutual respect.
- Follow the Constitution, By-Laws, Regulations, Policies, and Procedures governing all PLMHA hockey activities and events, as well as the rules and regulations governing any competitions in which PLMHA members participate.
- Not engage in any activity or behaviour that interferes with a competition, disrupts players or teams preparing for competition, or endangers the safety of others, including opposing teams, parents, players, and officials.

- Refrain from written, verbal, electronic, or social media comments or behaviours that are disrespectful, offensive, abusive, racist, sexist, harassing, or otherwise inappropriate. Harassment and abuse will not be tolerated.
- Acknowledge that PLMHA Executive Members are unpaid volunteers who support and develop the hockey program for the benefit of all members. Association members are encouraged to become involved with the Executive Committee if they wish to contribute to the improvement of PLMHA.

Failure to comply with this Code of Conduct may result in disciplinary action as outlined in the PLMHA Discipline Policy. Disciplinary action may include the loss of membership privileges with PLMHA and its governing associations, including the opportunity to participate in current or future PLMHA activities and events. Membership fees may also be forfeited. The PLMHA appreciates when members take responsibility and apologize for misconduct; however, an apology will not reduce or eliminate any penalties resulting from a breach of this Code of Conduct.

Regulation 15: Coach Selection Process

A committee shall be formed to select coaches for the season. The committee shall consist of no fewer than three and no more than six members. The committee shall include the President, Division Convenor(s), and the Coach Coordinator and Mentor, who shall chair the committee. Up to three additional individuals may also be appointed and are not required to be members of the Board of Directors.

All coaches are required to apply and will be required to attend an interview, regardless of the number of applications received. The application process will be outlined on the website and is completed via an online form that is required to be completed in its entirety in order to be accepted. The committee will review all submitted completed applications and notify the applicant(s) for the opportunity to attend an interview.

The interview process will focus significantly on the following areas:

- Hockey Coaching Experience: Organization, Level and Position.
- Other Sports Coaching Experience: Organization, Level and Position.
- The applicant's coaching philosophy including overall approach and coaching demeanor.
- The applicant's budget proposal.
- The applicant's detailed season plan. Where a conflict of interest exists, including where a committee member is applying for a coaching position, that individual shall remove themselves from the committee and be replaced by another person.

Past evaluations shall be retained and made available to the committee, as final recommendations will be based on the interview, past experience, past evaluations, and qualifications.

Before any coach is notified of the committee's decision, the recommended names shall be presented to the Board of Directors for approval.

Regulation 16: Exhibition games

After teams have been selected, referees/on ice officials for exhibition games must be paid for by the teams in advance of the exhibition game to the PLMHA Treasurer via e-transfer from the Team Fee account. Ice time that is booked for an exhibition game outside of PLMHA's scheduled footprint, is

also paid in advance directly to that corresponding town/township from the Team Fee account, it is not to be invoiced to PLMHA. All exhibition games are to be confirmed by the PLMHA Ice Scheduler and will then be uploaded to the online schedule. Upon confirmation of payment received by the Treasure, referees/on ice officials will be booked by the Association.

Regulation 17: Representative Team Try-Out

Note: Rep B Tryouts will commence upon completion of the Ottawa Valley Titans and Ottawa Valley Silver Seven tryouts to ensure that any PLMHA registered players that are released from the higher competitive level tryouts have the opportunity to participate fully in PLMHA Rep B tryouts.

All rep team tryout ice times will be posted on the Association website. Individual notice will not be given to players at conditioning sessions. Each player wishing to try out for the team shall attend the designated tryout ice times or notify the Division Convenor of their intentions to tryout should then not be able to attend the first session.

Players must try out for their appropriate division based on their age; they will not be permitted to try out for a higher division unless their division is not being offered. There will be no exceptions to this. (i.e. where PLMHA offers both U10 and U11 rep teams, all U10 aged players (9 years old) must try out for the U10 team, they will not be permitted to try out for U11 team). There shall not be any rating of players by the coach or evaluators until the first tryout ice time. However, the coaches are encouraged to observe any clinics or gather information from previous coaches about perspective players.

PLMHA agrees to accept import players, however they must evaluate in the top 5 to be eligible to make the team (maximum of 2 player imports per team). Goalies must evaluate in the top 2 (maximum of 1 goalie import per team). Where there are not enough PLMHA players to form a full roster, more imports may be approved by the Board of Directors.

A fee will be charged for all participants taking part in the Rep B tryouts from U10 to U18, inclusive (U9 if applicable) and this fee must be paid at the first tryout ice time. Included in this fee, players will receive a jersey which they will keep and will attend a minimum of 2 tryout ice times provided they register for tryouts at the first ice time. Note, if a player decides to register at the second ice time, they will be required to still pay the entire fee, however they will only be guaranteed that one ice time.

The following format is a guideline which should be followed for the selection of all Competitive Rep B teams within PLMHA. Independent evaluators will be organized by PLMHA. After each tryout session the evaluators will meet to discuss with the Division Convenor and grade each player that participated in the tryout. If releases are made, the Division Convenor and evaluators will review the list with the head coach. The head coach can ask for players to be removed from the release list, but this must be approved by the Division Convenor.

Tryout Procedure for U10-U13

- a) First Ice Time: On the Ice
 - Warm – up
 - Testing skills; skating, puck handling
 - Shooting on the goalies
 - Any drills the coach and evaluators desire
- b) Second Ice Time: On the Ice

- Warm-up
- Testing skills; skating, puck handling
- Shooting on the goal tenders
- Scrimmage (if numbers warrant this)
- Any drills the coaching staff desires

After the second ice session, the Division Convenor, evaluators and coach will review all evaluations and may release players down to 20 skaters and 3 goalies. Releases will be posted on the Association website within 24 hours of the completion of this tryout.

c) Third & Fourth Ice Time: Inter-Squad Games and/or Exhibition Games

Tryout Procedure for U14-U18

- a) First Ice Time: On the Ice
- Warm-up
 - Testing skills; skating, puck handling
 - Shooting on the goal tenders
 - Scrimmage (if numbers warrant this)
 - Any drills the coaching staff desires

b) Second, Third & Fourth Ice Times: Inter-Squad Games and or Exhibition Games

After the second ice time, the Division Convenor, evaluators and coach will review all evaluations and may release players down to 20 skaters and 3 goalies. Releases will be posted on the Association website within 24 hours of the completion of this tryout.

Inter-Squad Game(s): Two teams will be formed for this game. The coach and evaluators will divide the players in such a manner to attempt to have two equal teams. The coach will list and post the sweater numbers and positions of the players for each team. During the game the teams will be coached by A and B neutral persons (should have no connection with players trying out for this team) and the Association will ensure that a certified trainer is available and referees have been scheduled.

Exhibition Game(s): All players are to come to this tryout; however, some may be asked to sit out. The coach or an evaluator will discuss this on a one-on-one basis with the player and/or parents. This game will be coached by neutral persons (should have no connection with players trying out for the team), with the coach ensuring that a certified trainer is available and referees have been scheduled.

After either of these ice sessions, the Division Convenor, evaluators and coach will review all evaluations and may release players. Team selection may be made. Releases will be posted on the Association website within 24 hours of the completion of this tryout.

Final Team Selections

Upon final team selections, all evaluators and the Division Convenor must agree on a minimum of the top 7 forwards and top 4 defense. The remaining players will be the coach's decision. In the event a coach wants to take more than 15 skaters it must be approved by the Division Convenor.

Deadlines for Competitive Rep B team completions will be as per the PLMHA Regulation 1. A date/time can be arranged for players/parents to meet with the Head Coach to discuss the evaluation results and provide constructive feedback to the player so they can understand their strengths and

weaknesses for conditional improvement. Players/parents should request a meeting through the Division Convenor.

Any disputes will be forwarded to the Board of Directors through the Division Convenor. Such disputes will be handled under the appropriate appeal by-law.

In the event of any conflicts of interest, an alternate Division Convenor will assist.

Evaluator Compensation

PLMHA will compensate for evaluators time to perform the grading. The evaluators are not to evaluate more than 5-6 kids at any one tryout. The Division Convenor will coordinate with the Coach Coordinator to ensure enough evaluators are available. The Division Convenor will keep track of which kids were evaluated by which evaluator and will work to ensure the evaluator does not grade the same kids in each tryout session.

The following shall be provided by the Association for Evaluator Compensation:

- 1 Group: Drinks provided
- 2 Groups: Drinks and food based on the time of day
- 3 Groups: Drink and food and \$50 gas card provided at the end of the third session
- 5 Groups: Drink and food and \$85 gas card provided at the end of the fifth session

Regulation 18: House Team Placement

The Sort Out Process

All players will be evaluated and ranked over an evaluation period that is a minimum of 3 sessions and no more than 4 sessions. No players will be placed on a team at this time during sort-outs. Players will be placed to the appropriate grouping based on skill.

Upon arrival at each evaluation session, all players must sign in at the registration table to receive a numbered and coloured pinney. Players will use the same numbered and coloured pinney for each session. Any pinney that is not returned will result in a \$20 charge to the parent/guardian, which must be paid before the player is permitted to return to the ice.

Following the first session, evaluators will separate the top-ranked skaters from the lower-ranked skaters. The evaluators will provide this information to the Division Convenor, who will ensure the applicable pinney numbers and colours are posted online for the next ice time. The Division Convenor will explain this process by email before the evaluation sessions begin and will send updates by email after each session. The on-ice instructor will also explain the website postings to the skaters.

Following the second session, the evaluators will meet again to determine whether any top-ranked skaters should be moved down or whether any lower-ranked skaters should be moved up before the final session. Another email will be sent before the third evaluation session, and the website will be updated accordingly. The third session may include applicable coaches, if designated, or if the Division Convenor determines their involvement is appropriate.

After the third session, the evaluators and Division Convenor will use the evaluation sheets to determine final placements. Applicable coaches may be involved in this process, if required.

Where there are two teams at the same level, such as two B teams, the teams will be divided as evenly as possible based on the evaluations. Sibling placement and other relevant factors may also be considered. An equalization game will take place after evaluations to ensure the teams are as balanced as possible.

Once teams have been finalized, the Division Convenor will provide the Website Coordinator with the applicable pinney numbers and colours for posting. The posting will identify each team's next ice time and the pinney numbers and colours assigned to each team.

Evaluators

Every effort will be made to have a minimum of 3 independent evaluators with the goal of 4 for each session. The Division Convenor will have the final say on who may or may not evaluate.

Each evaluator will be given the same evaluation template, which will be provided by the Division Convenor or Coach Coordinator.

Each evaluator will be explained the session drills before each ice time. The volunteer distributing and collecting the pinnies or the Division Convenor will keep the registration roster after each session. The Division Convenor shall keep all evaluations for a period of 1 month after the final evaluation.

Regulation 19: Dress Code

Rep B Teams

Coaches and Coaching Staff: Casual pants, along with shirt and tie or collared shirt are permitted, however no jeans and no holes in pants. Appropriate jackets are required, not ripped or torn, preferably with the PLMHA logo but not required.

Players: Casual pants, along with shirt and tie or collared shirt, as well as team track suits are permitted. No jeans or holes in pants.

House League Teams

Coaches and Coaching Staff: Casual pants, along with collared shirt or golf shirt are permitted. No jeans or holes in pants.

Players: PLMHA prefers that players arrive to their scheduled ice times, dressed appropriately to represent the association.

Regulation 20: Meeting Attendance

All Board of Directors members must attend a minimum of 50% of the monthly Board of Directors meetings. This will be reviewed on November 1st, January 1st and March 1st. It will be the right of the Board of Directors to question attendance lower than 50% for any members to continue for the remainder of the term.

Regulation 21: Player Discipline / Suspensions

All offenses will be dealt with as per the PLMHA Discipline Policy.

Regulation 22: Non-Use of Scheduled Ice

Teams will be invoiced the amount for ice that has been scheduled and not used unless 3 days written notification has been given to the ice scheduler or bad weather prohibits attendance. In the case of bad weather, the team can not cancel their ice time, it will be cancelled either by the league (OBMHL or LCMHL) or the association (PLMHA), and teams will be notified via social media posts, update to the online schedule and/or email to coaches and managers.

Regulation 23: Police Record Checks

All volunteers including but not limited to coaches, trainers, managers, Board of Directors members and officials within the PLMHA will be required to have a Vulnerable Sector Check completed every three (3) years as per the Volunteer Screening Process. Vulnerable Sector Checks are the responsibility of the individual and must be completed no later than October 31st. If the Vulnerable Sector Check is not completed by October 31st, the member will not be permitted to continue to perform volunteer duties until completed and submitted.

Completed Vulnerable Sector Checks must be presented to the PLMHA Registrar so that the appropriate notation can be made in the Hockey Canada Registry and they will not be kept by the Association but returned to the individual or discarded. It is the responsibility of the individual to keep the document in case it is needed at a later date.

All volunteers will be required to complete an Offense Declaration for the years in which a Vulnerable Sector Check is not required. The Offense Declaration must be completed and returned to the Registrar no later than October 31st for notation in HCR. If the Offense Declaration is not received by October 31st, the member will not be permitted to continue to perform volunteer duties until completed and submitted.

Regulation 24: Dressing Room

All team officials, parents and players shall be familiar with the HEO Dressing Room policy and enforce it as written.

Regulation 25: Electronic Devices

The use of any form of camera, video camera, camera cell phone or personal digital assistant is prohibited from all dressing rooms being occupied by PLMHA players and for all PLMHA sanctioned events. All members of the Association, including team officials, parents, players and volunteers should be familiar with the HEO Portable Digital Devices policy and enforce it as written.

REVISION HISTORY

Date	Revision
April 30, 2012	Regulation 18, 19
April 24, 2013	Add Regulation 24 and 25
April 24, 2014	Regulation 8, 11, 12
July 13, 2015	Regulation 1, 4, 6, 14, 15, 21
Sept 21, 2015	Regulation 17, 23
April 15, 2017	Regulation 17, 18 Reference to ODMHA has been removed and replaced with HEO Minor and Executive replaced with Board of Directors throughout.
April 24, 2017	New Logo
May 22, 2022	Regulation 6, 18, 19
February 26, 2023	Regulation 17
August 29, 2026	Regulation 6, 8, 9, 15, 16, 17, 18, 22 Formatting updated.