Olds Minor Hockey Association
Coach and Manager's Manual
2026-2027

OMHA Mission Statement:

The Olds Minor Hockey Association in active partnership with players, coaches, families and the community is committed to fostering the values of fairness, sportsmanship, safety, and leadership to all members of the OMHA.

Website: www.oldsminorhockey.ca

Olds Minor Hockey Association
B, 5133-52nd Street
Olds, AB T4H 1G9

Table of Contents

Important Dates: 3

Shift Forward: 4

Required Player Equipment: 4

OMHA Apparel Guidelines: 5

Board of Directors: 6

Town of Olds & Sportsplex Staff: 7

Role of Coaches: 9

Coach Certification Requirements: 10

Role of Team Managers: 12

Teamlinkt: 15

Player Age Eligibility: 15

Carding - Player/Team - Hockey Canada/Alberta: 16

Affiliation Procedure: 17

Scheduling: 19

Exhibition Games: 20

Travel Permits: 21

Game Sheets: 21

OMHA Hosted Tournaments: 22

Referee Rates: 24

Provincials: 25

Team Conflict Resolution: 25

Injury Reports: 26

Fundraising: 26

Forms: 27

***Please note that the content of this document may be subject to change pending policy discussions or other changes identified by the Olds Minor Hockey Board of Directors at future board meetings.**

Important Dates

November 1:
Deadline for Coaches & Assistant Coaches to have their CRC in. Coaches who do not have a valid CRC submitted before the deadline will not be eligible to participate in any team activities. Extensions may be granted on a case by case basis by the OMHA board. All carded team officials (including carded managers) must have a CRC handed in.

November 15:
Deadline for each team to meet the Hockey Alberta coach education requirements.

November 15:
Deadline for registering any hockey team with Hockey Alberta. A team consisting of 10 eligible players and all team officials must be registered by this date in order to be eligible for Provincials. ***CHECK and DOUBLE CHECK your official roster.***

December 15:
Deadline for submission of coach certification reimbursements for any Hockey Alberta coach education requirements taken this season. **Certification expenses submitted after this deadline will not be reimbursed, without exception.**

January 10:
Final date to release any hockey player.

January 15:
Hockey teams may use players from an affiliated hockey team as per Hockey Canada Regulations. It should be noted, however, that such affiliations must be registered, filed with, and endorsed by the CEO, or designate, no later than January 15 at 5:00 p.m. MST.

February 10:
Final date to register any minor hockey player for the current hockey season.

The Shift Forward (Previously Respect in Sport)

Olds Minor Hockey Association is governed by Hockey Alberta and Hockey Canada, and therefore must be in compliance with each of their rules and regulations.

Completion of the The Shift Forward "Parent Program" for each family of every player is a condition of the player eligibility to participate on a sanctioned hockey team. In addition, each hockey team in the province must also have all registered Team Officials certified in the The Shift Forward "Coach/Team Official". The coaches program/certification does not qualify for the parent program. These programs need to be completed before the athlete or coach step out on the ice. They can't be added onto the HCR roster until it's completed

This can be completed online at any time. There is a small charge for completion of the Shift Forward "Parent Program". The program can be accessed through the Hockey Alberta website under the members tab (www.hockeyalberta.ca). It is a one hour, online curriculum with both audio and visual features that can be taken whenever you want. The program does not have to be completed all at once and is valid for four years

Required Player Equipment

Full equipment is required for participation in all age categories. This consists of:

- CSA approved helmet
- Mouth guard (recommended for all ages except initiation and below)
- Neck protector
- Shoulder pads
- Elbow pads
- Hockey gloves
- Hockey pants
- Athletic cup/jill
- Shin pads
- Hockey socks
- Skates
- Stick
- Equipment bag

Apparel Guidelines

*****please refer to the Apparel policy on the OMHA website for all information*****

The following parameters have been created by Olds Minor Hockey to help our members and teams purchase apparel:

- Olds Minor Hockey adopted the name "Olds Grizzlys" for all OMHA AA and mainstream teams, and "Jr. Broncos" for our female teams. We hope this brand will instill pride in our members and be a symbol of unity for our association.
- OMHA has selected a line of apparel that will give our Association an identity that will be recognized in Olds and any place Olds Minor Hockey teams travel. OMHA has chosen these apparel items in order to continue working towards a common look for our Association.
- The OMHA Grizzly logo is the property of the Association. The logo and the "Grizzly" name may be used on products, jackets, other garments, and written or printed materials **ONLY WITH THE PRIOR APPROVAL** of the OMHA Board through the Apparel & Equipment Coordinator. Only three companies have approval to use the OMHA Grizzly name and logos, they are Grand Central Stitchin', Sixth Stake and Digger Sports.
- The OMHA Jr Broncos logo is a shared property of the association and the Olds College. The logo and the "Jr Bronco" name may be used on products, jackets, other garments, and written or printed materials **ONLY WITH THE PRIOR APPROVAL** of the Apparel Coordinator and the approval of the Olds College. The Jr Bronco logo only has two approved vendors, these vendors have been selected by the Olds College and they are North Star Sports and Diggers Sports.
- The approved colors for all Association purposes are: black, gold, and white. Identifiable garments must be at a standard established by the OMHA board within the Apparel Continuity Policy. All authorized use of the Grizzlys name and logo must meet the requirements of the OMHA Apparel Continuity Policy. This policy can be found on our website.
- An approved apparel catalogue from Digger sports is available on the OMHA website for the 2026/27 season. All other apparel requests or questions may be forwarded to apparel@oldsminorhockey.com.
- The coaching staff of any team in breach may be suspended indefinitely, pending a hearing.
- Being put into place for the 2026-2027 season there are check-out and check-in procedures in place for the equipment lockers, jerseys and socks. Information will be sent out to the managers near the end of the season regarding getting everything back into the lockers.

2026-2027 Board of Directors

Position	Name	Email Address
President	Jeremy Haaland	president@oldsminorhockey.com
Vice President	Tyler Klausen	vicepresident@oldsminorhockey.com
Treasurer	Claire Rosehill	treasurer@oldsminorhockey.com
Secretary	Jen Follack	secretary@oldsminorhockey.com
U18 Coordinator	Lee Pederson	u18@oldsminorhockey.com
U15 Coordinator	Heather Boone	u15@oldsminorhockey.com
U15/U18 Female Coordinator	Levi Ogilvie	u15u18female@oldsminorhockey.com
U13 Coordinator	Greg Kreese	u13@oldsminorhockey.com
U11 Coordinator	Byron Campbell	u11@oldsminorhockey.com
U11/U13 Female Coordinator	Kathryn Williams	u11u13female@oldsminorhockey.com
U9 Coordinator	Pat Turville	u9@oldsminorhockey.com
U7 Coordinator	Dutin Fikowski	u7@oldsminorhockey.com
CAHL Director	Clint McFarland	cahlrep@oldsminorhockey.com
Fundraising Coordinator	Alex Hogarth	fundraising@oldsminorhockey.com
Evaluations Coordinator	Joe Murphy	evaluations@oldsminorhockey.com
Apparel & Equipment Coordinator	Alicia Brotnov	apparel@oldsminorhockey.com

Advisory to the Board Positions

Position	Name	Email Address
RMFHL Director	Kathryn Williams	rmfhlrep@oldsminorhockey.com
AEHL Director	vacant	aehlrep@oldsminorhockey.com
Safety Lead	Rebecca Henderson	safety@oldsminorhockey.com

Non-Board Positions:

Head Referee: Kyle Hohenwarter - kylehohenwarter19@gmail.com

Executive Administrator: Sara Willert - registrar@oldsminorhockey.com / iceboss@oldsminorhockey.com

CAHL Governor:
1. John Fleming
2. Mark Payne
3.

Social Media: Brittany Hunter - socialmedia@oldsminorhockey.com

Town of Olds & Sportsplex Staff

The arena staff is an integral part of providing opportunities to play hockey for players in our Association. The arena staff are a great resource and assist in providing a quality recreational experience for all. Abuse of staff will not be tolerated. Olds Minor Hockey, its members, and visiting teams are expected to interact with arena staff in a respectful manner.

All Olds Minor Hockey affiliates are required to be respectful and courteous and leave all dressing rooms in a clean condition when leaving the facility.

Town of Olds (Arena Users Guidelines):

- Arena staff are responsible for the operation and general supervision of the facility and shall enforce these guidelines.
- If schedules permit, teams may access their assigned dressing rooms 30 minutes prior to the start of their practice time and 30-60 minutes prior to the start of games.
- Access to the ice will be once the gates are closed following ice resurfacing, and a coach over the age of 18 is present.
- In order to ensure the safety of all patrons in the arena, all gates that provide participant access to the ice surface must remain closed during floods.
- Access to the ice is limited to an official or coach with the team(s) involved to assist in moving the nets during floods.
- Coaches and athletes are encouraged to either repair the ice or inform the Arena Attendant of damage to the ice. Constant turning and stopping in the same places on ice during drills is not recommended. The Arena Attendant is responsible to ensure that all users have a safe ice surface including the frequency of ice resurfacing during block bookings. If the Arena Attendant observes damages to the ice, he/she has the right to stop any activities in order to repair the damages and resurface the ice.
- Teams are expected to vacate their dressing rooms 30 minutes after the conclusion of their rental time.
- Coaches are responsible to ensure that the dressing rooms are left in an acceptable condition and free of damage. Additional charges will be levied if damages are discovered, or if extra cleanup is required

which includes, but is not limited to, spit, tobacco, sunflower seeds, puck marks.

- Warm-up activity must not interfere with an activity in progress, the arena may designate an area for your team to use, please check with the Arena Staff. No balls or pucks allowed anywhere other than the arena surface.

- Profanity and aggressive behavior from players, coaches or spectators will result in immediate expulsion and/or financial retribution.

- With the exception of service animals, pets are not permitted in Town Recreation Facilities.

- The compliance of the User Groups Equipment Guidelines are the responsibility of the User Group to enforce.

- All participants of drop-in hockey activities are encouraged to wear a helmet and full hockey equipment. Ages 12 and under must wear a helmet.

- Helmets are recommended for all public skaters. Ages 12 and under must wear a helmet.

- Smoking is not permitted within any City facility or within 5 meters of the entrance doors. This refers to all tobacco products, including smokeless tobacco. Any infraction will result in additional charges or future bookings canceled.

- All users must honor all food service contractual arrangements. The presence and/or consumption of cannabis and alcoholic beverages is not permitted in a recreation facility, except under special terms and a license to do so is provided.

- During emergencies please follow the instructions of the staff.

- Emergency exit maps are located in each facility; area staff can point out their location for your reference.

- Please see staff for assistance or directly call 9-1-1 for a major emergency.

- The Sportsplex is equipped with Automated External Defibrillators (AED's). Please see arena staff for location.

- As a user of town recreation facilities, you are responsible to make certain that the standards that apply to your sport are followed and for the safety and well-being of players in the sport in which you are

involved. If a participant in your sporting activity is injured, you may be liable to that participant if you have:

- Not ensured that proper equipment was used;
- Failed to properly train participants;
- Failed to properly supervise the sporting event;
- Allowed a potentially dangerous situation to continue unchecked.

If you have any questions about your liability, consult with your lawyer to make certain that you are properly protected from such claims. The Town's only liability is with respect to the proper maintenance of the sports facility you use.

Two weeks cancellation notice is required when changing your booking in order to give the Town of Olds time to book another user. Otherwise you are responsible for the charges.

Role of Coaches

Head Coach:

- Designated authority and responsibility for team conduct (parent and player).
- Serve as the official spokesperson on behalf of the team.
- Coordinate the delegation of responsibilities to the assistant coach and manager.
- Plan on and off-ice activities in consultation with the assistant coach.
- Plan, implement and control pre-game preparation.
- Design practice plans in consultation with the assistant coach.
- Coach the team in all games and practices.
- Establish rules for the team and oversee the supervision of the play.
- Maintain an Olds Minor Hockey locker in an orderly fashion. At the end of the season, ensure that all equipment is returned to the locker including team jerseys. **Please note that jerseys are to be washed and hung in numerical order by color.** A fee may be charged in the event that this does not happen.
- Ensure all coaching staff meets Hockey Alberta coach certifications prior to the **November 15** deadline.
- Make sure the red safety binder and first aid kit are at all games and practices, or appoint a designate

Assistant Coach:

- Assist with player development.
- Assist with the operation of the team during practices and games.
- Assist with scouting and evaluation of opponents.
- Assist with the supervision of players off and on the ice.
- Assist with the formulation of the game plan.
- Report to the head coach.

Coaching Requirements

2026-2027 Coaching Requirements:

All coaching requirements must be completed by **November 15, 2025.** Olds Minor Hockey will reimburse both the head coach and assistant coaches for any course taken from the list below. This does not include mileage or accommodations. Receipts must be submitted to the Bookkeeper (bookkeeper@oldsminorhockey.com) no later than **December 15, 2025**. A Coach Clinic Reimbursement Form can be found on our website. If you have already completed coaching courses, you do not need to redo a course because there is the player pathway part of it now. . OMHA requires a criminal record check every year. You will need a letter in order to obtain one, which can be found on the website (coaches page). Once you have received it please email it to the registrar (registrar@oldsminorhockey.com), or drop it in the box outside the office

******Coaching Requirements need to be completed by November 15, 2026******

Important Qualification Deadlines and Status	
Requirement	What Coaches Need To Know
Training Deadline	All coaches must complete the training qualifications required for their coaching level by **November 15** of the season in which they are coaching.
Coach 1, Coach 2, and Checking Skills	Coaches who complete these qualifications receive a **Trained** status. These qualifications do not lead to Certified status.
Development 1 and High Performance 1	These are the only coach qualifications that lead to **Certified** status. Coaches must complete the training component by **November 15** of the season in which they are coaching. They may remain Trained for that season while completing their post-training tasks and must achieve Certified status by **November 15 of the year following their training.**
Assistant Coaches	It is recommended that all Assistant Coaches obtain the same qualifications required of Head Coaches at the level they are coaching.

Intro to Hockey					
Stream / Category	**Age / Level**	**Applies To**	**Required Qualifications**	**Safety / The Shift Forward - Coach**	**Notes**
Intro to Hockey	U7	1 coach per 10 players	Hockey Canada – Coach 1 & U7 Player Pathway Hockey Alberta – Coach 1 – Intro to Hockey	Safety Clinic: 1 coach per 10 players The Shift Forward - Coach: all rostered team officials	
Intro to Hockey	U9	1 coach per 10 players	Hockey Canada – Coach 1 & U9 Player Pathway Hockey Alberta – Coach 1 – Intro to Hockey	Safety Clinic: 1 coach per 10 players The Shift Forward - Coach: all rostered team officials	Recommended: Hockey Canada Skills – Checking and Hockey Alberta – Intro to Principles of Checking

Minor (including Female)					
Stream / Category	**Age / Level**	**Applies To**	**Required Qualifications**	**Safety / The Shift Forward - Coach**	**Notes**
Minor (including Female)	U11 – All Tiers, including U11 AA	Head Coach	Hockey Canada Coach 2 & U11 Player Pathway Hockey Canada Skills – Checking Hockey Alberta – Coach 2 – Minor Leagues Hockey Alberta – Intro to Principles of Checking	Safety Clinic: one team official The Shift Forward - Coach: all rostered team officials	
Minor (including Female)	U13 – All Tiers	Head Coach	Hockey Canada Coach 2 & U13 Player Pathway Hockey Canada Skills – Checking Hockey Alberta – Coach 2 – Minor Leagues Hockey Alberta – Intro to Principles of Checking	Safety Clinic: one team official The Shift Forward - Coach: all rostered team officials	
Minor (including Female)	U15 – All Tiers	Head Coach	Hockey Canada Coach 2 & U15/18 Player Pathway Hockey Canada Skills – Checking Hockey Alberta – Coach 2 – Minor Leagues Hockey Alberta – Intro to Principles of Checking	Safety Clinic: one team official The Shift Forward - Coach: all rostered team officials	
Minor (including Female)	U18 – All Tiers	Head Coach	Hockey Canada Coach 2 & U15/18 Player Pathway Hockey Canada Skills – Checking Hockey Alberta – Coach 2 – Minor Leagues Hockey Alberta – Intro to Principles of Checking	Safety Clinic: one team official The Shift Forward - Coach: all rostered team officials	

AA, including Female (AEHL & AFHL)					
Stream / Category	**Age / Level**	**Applies To**	**Required Qualifications**	**Safety / The Shift Forward - Coach**	**Notes**
AA, including Female	U13, including U13AAA	Head Coach	**Development 1** Hockey Canada Skills – Checking Hockey Alberta – Intro to Principles of Checking	Safety Clinic: one team official The Shift Forward - Coach: all rostered team officials	A coach who is High Performance 1 certified is also eligible and does not need to take Development 1.
AA, including Female	U15	Head Coach	**Development 1** Hockey Canada Skills – Checking Hockey Alberta – Intro to Principles of Checking	Safety Clinic: one team official The Shift Forward - Coach: all rostered team officials	A coach who is High Performance 1 certified is also eligible and does not need to take Development 1.
AA	U16	Head Coach	**Development 1** Hockey Canada Skills – Checking Hockey Alberta – Intro to Principles of Checking	Safety Clinic: one team official The Shift Forward - Coach: all rostered team officials	A coach who is High Performance 1 certified is also eligible and does not need to take Development 1.
AA, including Female	U18	Head Coach	**Development 1** Hockey Canada Skills – Checking Hockey Alberta – Intro to Principles of Checking	Safety Clinic: one team official The Shift Forward - Coach: all rostered team officials	A coach who is High Performance 1 certified is also eligible and does not need to take Development 1.

**** Please note: the above information is sourced from Hockey Alberta's website, please refer to https://www.hockeyalberta.ca/coaches/clinic-information/ for all updated course requirements as well as upcoming clinics.***

Role of Team Managers

- Olds Minor Hockey team managers are responsible to the head coach, who shall be responsible for delegating specific duties. **It is strongly advised that the team manager is not the head coach or spouse of the head coach.**

- Generally, team managers should assume responsibility for most of the off-ice organizational and administrative tasks. This will allow the head coach to concentrate on instruction and player development.

- Please look through and utilize the red safety binder as it has valuable information in it and forms that need filled out
    - Medical forms (filled out by every family)
    - Codes of conducts (filled out by every family and coach)
    - Injury reports
    - Return to play forms

- Ensure each player has filled out the OMHA medical form which shall remain with the coaching staff/safety person throughout the season. https://cdn.hockeycanada.ca/hockey-canada/Hockey-Programs/Safety/Safety-Program/Downloads/player_med_info_e.pdf

- Team Managers are expected to implement and be accountable to Olds Minor Hockey's mandate and operate the teams within established policies, procedures, guidelines and regulations.

- Utilize and manage the team's Teamlinkt Account and schedule for every scheduled team event. Team Managers are responsible for putting in all home and away games, however, practices will be entered by the Olds Minor Hockey ice scheduler. Extra practices are the responsibility of the team manager to input into the schedule.

- For the upcoming 2026-27 season, Hockey Alberta has removed the requirement of obtaining a travel permit for any exhibition games (U11 and older divisions) or one-time events (Intro to Hockey, U7 and U9 divisions) that take place within the province. Please note that travel permits are still mandatory for all tournaments (U11 and older divisions) and festivals (Intro to Hockey, U7 and U9 divisions) that a team attends and for any exhibition games hosted outside of the province.

- When hosting an exhibition game, team managers must book the ice with the OMHA ice scheduler (iceboss@oldsminorhockey.com) and provide all required information for the game sanction number to be acquired (exhibition request form is on the website - team officials - managers). A note that AEHL teams obtain their own exhibition permits and travel permits, but still need to work with the ice scheduler for the ice. There is a google form to fill out for CAHL and RMFHL teams . Within 24 hours of game completion, team managers must follow the link on the permit to submit the E-Game sheet to Hockey Alberta.

- After games, the team manager must ensure timely filing of game sheets per applicable regulations. Please scan game sheets as required for travel permits, sanctions and league games.

- Coordinate practice time-changes, tournaments and exhibition games.

- **Team Budget and Cash Calls**
    - Responsible for collecting and disbursing monies collected from the families of the team for team-related events (i.e. jackets, tournaments, etc).

- Team parents/guardians will vote on their team budgets at the beginning of the season, with one vote per family. Team budget voting will be by secret ballot.
- If a team budget is defeated by the parent/guardian vote, a revised team budget will need to be prepared and put to a subsequent vote or votes until the team budget carries.
- Teams may only have up to two cash calls total per season.
- A bank statement or basic financial statement must be available for the parents of the team.
- Any monies remaining at the end of the hockey season must be spent on the team (i.e. team wind-up) or returned to the parents within 1 month of the wind-up or last game (whichever is last). Monies returned to parents may not exceed the amount of the cash call.
- It is suggested to have a bank account in your team name ie: Olds U11 A Grizzlys for tracking purposes. (It is strongly suggested to assign a Treasurer on each team to assist with team finances)

- The team manager is expected to ensure their team fills all of their volunteer responsibilities for home tournaments.
    - It is expected that they work with their division coordinator and the tournament coordinator

- Abides by CAHL, AEHL, or RMFHL Rules and Regulations that are applicable to their team.

- Although the team manager is responsible for the organization and day to day running of the team, the manager may ask for help from other parents on the team. For example, another parent can take on the task of coordinating & ordering team jackets or booking hotel rooms for a tournament.

- Responsible for organizing your team for and during team pictures. Team managers are requested to bring a roster label for picture night and respond to the photographer's email regarding team picture proofing within 72 hours of email.

- OMHA recognizes how much time and effort goes into managing a team. We appreciate all of our volunteers and the expertise that they bring to our teams!
- Managers will be required to assign their player jerseys in the OMHA Inventory System. An email from the Apparel Coordinator will provide details for this process.
- Managers are responsible to ensure lockers are checked in at the end of the season with the Apparel Coordinator or another board member assigned by the Apparel Coordinator prior to cash calls being returned.

Teamlinkt

- OMHA utilizes the Teamlinkt platform across the organization to streamline communication and integrate website functionality. There is no additional charge to your team.

- Each team is assigned a Teamlinkt account which the head coach and team manager will manage. The OMHA Registrar will assign players to their teams in Teamlinkt after team formation.

- Practices and OMHA wide events will be added by the OMHA ice scheduler. Any team events and games will be added by the manager or coach

- It is expected that all communication sent through Teamlinkt will align with OMHA Positive Participation Policy as it is a public means of communication and not to be considered or used as a private messaging resource.

- If you click on the event in the notes section will be anything important regarding the event or ice time. To add family members the codes do not work. Click on your player in the roster and click add contact to add family members/friends

Player Age Eligibility

Players register in one of the following categories based on their age as of December 31 of the current playing season:

U7	4 to 6 year olds
U9	7 & 8 year olds
U11	9 & 10 year olds
U13	11 & 12 year olds
U15	13 & 14 year olds
U18	15, 16 & 17 year olds

Carding - Player/Team - Hockey Canada/Alberta

- Every player on an Olds Minor Hockey team **must** have a player 'card' completed by OMHA. This is an electronic process completed by the OMHA Registrar. There is a team sheet (HCR Roster) that must be verified by a team official for each team. This process is done through Hockey Canada.
- A copy of the roster must be available for any provincial game, or when asked for it.
- Any player who plays for a team which they are not carded/team sheeted or affiliated to may be subject to suspension.
- The team roster must be submitted to Hockey Alberta prior to their first league game or November 15, whichever comes first.
- Any hockey team (OMHA U13 to U18 in CAHL or AEHL) **may** register/card a **maximum** of 20 players. Of those 20, two must be goaltenders. For clarification, when 19 players are carded, one (1) must be designated as a goaltender. When 18 players or less are carded, teams may or may not designate a goaltender for mainstream and female teams
- **Team Officials**: Any coach, manager, or parent who will be participating with a team **must** be carded with **that team** prior to stepping on the ice. Violation of this rule may result in suspension. A team is given 4 cards per team for team officials. **Additional cards may be purchased, by the team, at a cost of $35/card.** U7 and U9 teams will be provided with up to 6 cards purchased by Olds Minor Hockey.

Affiliation

Key points From Hockey Alberta Minor Regulation

7.2 Affiliation must be declared and filed in the Registry (HCR), prior to the affiliated Player being allowed to participate in any game with the Hockey Team to which they are affiliated. Affiliation requests can be filed up to and including January 15 of the current Hockey Season.
7.3 A Hockey Team may affiliate up to a maximum of nineteen (19) Players from a lower Division or Category within the MHA.
7.4 No Player is permitted to be part of more than one (1) Affiliated Players' list in a particular Category at any one time during the Season.
7.12 Providing affiliation has been properly filed, an Affiliated Player may play with the Hockey Team to which the Player is affiliated up to a maximum of ten (10) games, excluding exhibition and tournament games.

There has been a change in the affiliation rules, associations are allowed to affiliate up to nineteen, no matter the HCR roster size, reason etc. teams no longer need reason to affiliate and can even replace suspended players. Players are still only able to affiliate to a team a total of ten (10) league games per team.

Prior to a team using an affiliated player, the affiliated player must be on the team's HCR. Prior to any team using an affiliated player, the coach of the higher level team must contact the coach of the lower level team to ask permission to use this player (i.e. U15 A coach contacts U15 B coach). If the coach cannot be contacted, an effort must be made to contact another team official (i.e. assistant coach, manager). **The coach cannot contact the player or his/her family directly until they have made every effort to contact one of the team officials. Any problems with this process must be brought up with your division coordinator (i.e. U15 coordinator) to resolve any issues.**

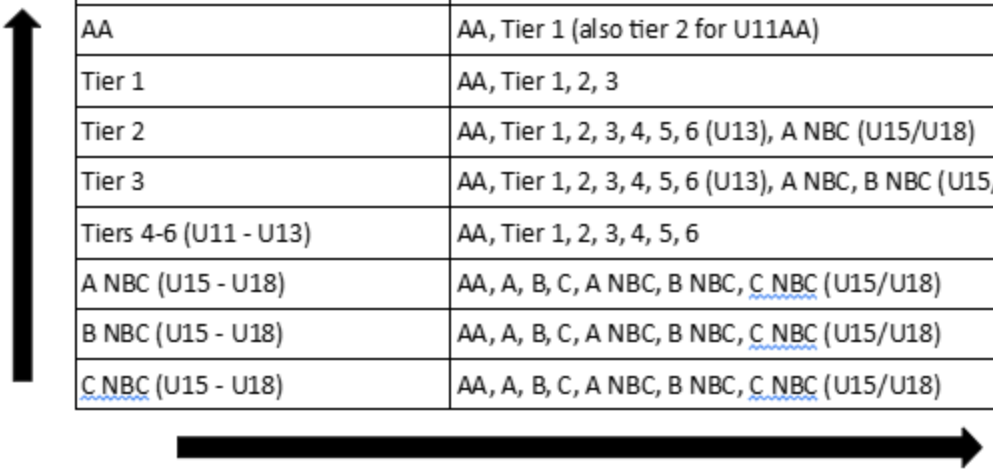
Each team may only use affiliated players up to the number of players that each league allows. It is the coach's responsibility to know the rules for the league they are playing in.

Affiliating Goalies: If a goalie is called up but does not play, the on-ice official must sign the game sheet stating that this goalie did not play this particular game. By doing this, the goalie does not have to count this game as one of the 10 affiliated games.

All Affiliate Players must be marked as "AP" on the official game report. Appearance of an Affiliate Player's name on the official game report shall be considered participation in a game.

Exception: For an alternate goaltender, actual participation in the game shall be the only consideration for taking part in the game. Make sure the officials sign off on this

Affiliation within Olds Minor Hockey



Players Age Division	Age Division Older
AA	AA, Tier 1 (also tier 2 for U11AA)
Tier 1	AA, Tier 1, 2, 3
Tier 2	AA, Tier 1, 2, 3, 4, 5, 6 (U13), A NBC (U15/U18)
Tier 3	AA, Tier 1, 2, 3, 4, 5, 6 (U13), A NBC, B NBC (U15/U18)
Tiers 4-6 (U11 - U13)	AA, Tier 1, 2, 3, 4, 5, 6
A NBC (U15 - U18)	AA, A, B, C, A NBC, B NBC, C NBC (U15/U18)
B NBC (U15 - U18)	AA, A, B, C, A NBC, B NBC, C NBC (U15/U18)
C NBC (U15 - U18)	AA, A, B, C, A NBC, B NBC, C NBC (U15/U18)

The arrows indicate who you can affiliate to. Eg. If you are a tier 3 player within your own age division you can affiliate to anything above tier 3. In the age division older you can affiliate to any of the teams in the column to the right

Notes:

* Female players can affiliate within female divisions following the chart or cross stream in the same age division. They can also affiliate to the same tier in cross stream affiliation (eg. U13 tier 1 female can affiliate to the U13 tier 1 team. Female AA player can not cross stream affiliate to Co-ed AA teams of the same age division

*All of this information is found in the Hockey Alberta Affiliation Supplementation

Affiliates for the 4 AA teams must be chosen from the players in our AA draw zone.

AA affiliate forms must be filled out and emailed to registrar@oldsminorhockey.com in a PDF format before the affiliated player is added to the HCR

Affiliating in Intro to Hockey

6.1 The filing of Affiliation is not required within Intro to Hockey Divisions (U7 and U9). When needed by the Team, or in the best interest of a player, MHA's will be permitted to use age-appropriate players that are registered within their U7 and/or U9 program for any sanctioned games.

CAHL Affiliation information, please see page 3 of the CAHL Game Regulations Manual (found on the CAHL website)

Please ensure you have read and understand all rules and regulations around affiliation within the league your team is participating in. **In any conflict of information or when in doubt, please refer to Hockey Alberta's Regulation regarding affiliation requirements for final and official ruling.**

Affiliations by the AA teams will be done by the head coaches as soon as possible after the AA tryouts are completed. All other affiliations will be done by the registrar after all of the teams have been formed and after tiering has finished for CAHL and RMFHL teams. The registrar will use the Hockey Alberta Affiliation Supplementation guide to make sure that all AP's are done correctly.

A basic guideline is that the affiliates will be from the team below. Eg. U13A will affiliate from the U13B team

Note: When using affiliates make sure you follow your respective leagues guidelines when using an affiliate
Eg. CAHL - affiliate forms need filled out each time - https://cahlhockey.net/centralalbertahockeyleague/LeagueFormsandDeadlines
RMFHL - add them on RAMP gamesheet
AEHL - add them to your roster and contact our governor

Scheduling
Game/Practice Changes

- OMHA Team Managers/Head Coaches are authorized to change/book ice/games etc.
- If your team cannot make a practice it will be up to the Team Manager to switch with another team. OMHA **must** be notified of any changes to the schedule. **If a practice time sits empty, the team will be required to pay for that ice time.** Practice schedules will be posted on Teamlinkt.
- The manager or coach must inform OMHA's ice scheduler (iceboss@oldsminorhockey.com) if you need to cancel a practice at least 14 days before the ice time. If this is done 14-days in advance, OMHA can cancel with the Town of Olds and the ice time will not have to be paid for. If any teams want to try and switch with another team before they choose to cancel that is an option as well, but they must still notify the ice

scheduler of the change so we can let the Town of Olds know which teams are scheduled. The same applies to game changes/cancellations.

- **BE AWARE OF LEAGUE SPECIFIC REGULATIONS REGARDING GAME CHANGES.** Please check your respective league website information or email your League Governor for all regulation information.

Exhibition Games

- All exhibition games are to be booked through the OMHA ice scheduler at iceboss@oldsminorhockey.com.
- Every exhibition game requires a sanction permit and must go through Olds Minor Hockey. Once your ice time is booked, send an exhibition game request to the OMHA ice scheduler. Please use the Google form under Team Officials tab → Team Manager.
- Each team will be allotted two exhibition games to be used prior to the end of the season, including playoffs and provincials. This is dependent on ice availability (in Olds or out of town); no games are guaranteed. If not used, there is no ice time or financial value owed to the team, nor does this entitle the team to any owed ice at the end of the season for extra practices, windup, etc. You may book more than two exhibition games, extra and/or extended practices, but will be required to pay for the ice and referees when applicable. The cost for ice in Olds and referees can be found in the table below:

Level	Ice Time (Hrs)	Total Ice Cost	Ref Cost	Total
U7	1.25	$153.56	$40.00	$193.56
U9	1.25	$153.56	$40.00	$193.56
U11/U11 Female	2.0	$247.70	$99.00	344.70
U13 AA	2.25	$281.68	$136.00	$417.68
U13/U13 Female	2.0	$247.70	$131.00	$378.70
U15 AA	2.25	$276.41	$234.00	$510.41
U15/U15 Female	2.0	$247.70	$158.00	405.70
U18 AA	2.5	$307.13	$264.00	$571.13
U18/U18 Female	2.25	$276.41	$236.00	$512.41

- Once exhibition games are booked, the ice can only be canceled with two weeks notice.
- If you book an exhibition game and the ice sits empty, you will still be required to pay for it.

Travel Permits

- Please use this link for the travel permit they are required for all tournaments or out of province exhibition games

U7 & U9:

- For the 2026-27 season, a travel permit is not required for exhibition games within Alberta.
- Travel permits are still required for all festivals, and for one-time events outside of the province.
- Use the the travel permit form on the website

U11 and Older:

- Travel permits are still required for all tournaments and for exhibition games outside of the province, use the travel permit form on the website.
- AEHL (U13-U18) teams can obtain their own using the Elite Hockey Travel and Exhibition Form
- U11AA team can obtain their own using The U11AA Exhibition/Travel Form

Game Sheets

General Information re: Game Sheets:

- A complete list of all carded players for your team (i.e. team roster) is included on the game sheet (some managers print up labels with their team roster to save time).
- Any affiliated players must be added onto your team roster and identified with "**AP**" beside their name.
- Any over-age players you have on your team must also be identified with "**OA**" beside their name.
- Injured players should be identified by an "**INJ**" beside their name.
- All "home game" league game sheets must be completed and signed by both teams, on-ice officials & off-ice officials. Managers **cannot** sign the game sheet unless they are carded to the team.
- **All game sheets (league, exhibition and tournament) that have a referee report, for all OMHA teams, are to be submitted (in high resolution, color PDF) to the respective OMHA Division Coordinator no later than 24 hours after each game. They also must be sent into your governor for your respective league/divison**

Game Sheets with Infractions Involving Suspension:

- All games sheets on which players or coaches receive a major penalty resulting in a suspension must be sent within 24 hours to the appropriate League Governor, or designate, by the home team.

- Suspended players/team officials must be noted on the Game Sheet during the games comprising the suspension. For example, "SUSP 1 of 2" must be written beside the suspended player (or the amount of games that player is suspended).

- Exhibition games **do not** count as served suspended games. Players/team officials **cannot** play exhibition games while serving a suspension. Suspensions can be served in tournament or league games. If it's a tournament game make sure that your governor for your league is aware

- If a match penalty is given during a game, the Manager/Coach **must** obtain a referee report **immediately following the game**.

CAHL Game Sheet Requirements:

- Please refer to the CAHL website and information sent out by your division governor at the beginning of the season.
- CAHL may be making the switch to electronic game sheets for the 2026-2027 season, but game books will be provided
- Some resources CAHL has
    - **TeamLinkt training webinars** – Training webinars are held on Tuesdays until mid-November.
    - **Pre-recorded training video** – An overview of how to complete a game sheet digitally.
    - **TeamLinkt sample game sheets** – These can be used to become comfortable with the system.
    - **CAHL TeamLinkt Training Manual** – Please review this resource

RMFHL Game Sheet Requirements:

- These are all electronic game sheets. Make sure that rosters are uploaded prior to the game and that coach and officials sign the tablet/phone/laptop. The RAMP gamesheets app is used.

AEHL Game Sheet Requirements:

- These are all electronic game sheets. Make sure that rosters are uploaded prior to the game and that coach and officials sign the tablet/phone/laptop

OMHA Hosted Tournaments

*****Please refer to the tournament policy on the OMHA website for all information once the OMHA board approves the 2026-2027 version)*****

DIVISION	DATE	SANCTION NUMBER
U11	**Nov 13th-15th**	**#HA-26394325**
U11 Female/U13 Female	**Dec 11th-13th**	**#HA-26394324/26394323**
U18 Mainstream/U18 Female	**Jan 22nd-24th**	**#HA-26394322/ 26394305**

Tournament Participation:

- Each team in every division must participate in their own tournament. For the 2026-2027 season, we have the following divisions hosting tournaments: U11 mainstream, U11 female/U13 female and U18 mainstream/U18 female
- The Division Coordinator will be responsible for the overall organization of the tournament along with the Tournament Coordinator. Every family is responsible for completing their volunteer hours required during a home tournament
- Teams will manage the raffle table and a 50/50 for their tournament, with the proceeds being split equally between the host teams.

Tournament Info:

- OMHA will manage all of the operational aspects of the tournaments.
- All tournament monies will be managed through a OMHA bank account.
- All sponsorships procured by OMHA will remain as fundraising proceeds for OMHA, and do not go into the tournament budget. Sponsors receive tournament and other exposure in exchange for their sponsorship.
- The budget will be determined by the tournament coordinator based on current ice and ref rates, estimated hours of ice, medals (or awards) required, game awards (MVP and/or Heart and Hustle) and Player Swag.
- OMHA will provide the budgeted amount for MVP, Heart and Hustle, and Player Swag to the Host Teams to determine what they would like to offer for these items.
- Host Teams are welcome to fundraise within their teams to increase the value of these items.
- Host Teams are not allowed to canvas for funds, gift in kind, or any other financial request outside of their players families.
- The Raffle Table and 50/50 are the responsibility of the Host Teams, under guidance of OMHA Tournament coordinator. If Host Teams do not want to organize a raffle table and 50/50, OMHA will take on the responsibility, and collect the proceeds. This will not change the volunteer requirements for the Host Teams.

- Raffle Table value cannot exceed $2000 without explicit consent from the Division Coordinator and the Tournament coordinator.
- OMHA will procure the AGLC license. All raffle proceeds will be deposited into the OMHA AGLC account so that proper accounting of the proceeds can be completed.
- All tournaments will use the OMHA Square to properly record all payments, cash and card, for proper accounting.

Referee's Rates
2026/2027

2026-27 HOCKEY ALBERTA OFFICIALS RATES SHEET

Category of Hockey	Game Rate (4)	4 official split	Game Rate (3)	3 offical split
USport Male	690	215-215-130-130		
USport Female	690	215-215-130-130		
ACAC Male	446	127-127-96-96	320	128-96-96
ACAC Female	300	83-83-67-67	222	90-66-66
Senior Male	364	100-100-82-82	269	105-82-82
Senior Female	236	65-65-53-53	175	69-53-53
Junior A (AJHL)	434	125-125-92-92	314	130-92-92
Junior B	340	93-93-77-77	254	100-77-77
Junior C	252	68-68-58-58	191	75-58-58
Junior Female (AJFHL)	250	68-68-57-57	185	71-57-57
U18 AAA (AEHL, AFHL), U18 Prep (CSSHL)	318	87-87-72-72	236	92-72-72
U18 AA (AEHL & AFHL) U18 Varsity (CSSHL)	264	72-72-60-60	197	77-60-60
U18	236	64-64-54-54	177	69-54-54
U17 AAA (AEHL)	278	76-76-63-63	207	81-63-63
U16 (CSSHL)	268	74-74-60-60	202	82-60-60
U16 AA (AEHL)	260	70-70-60-60	195	75-60-60
U15 AAA (AEHL), U15 Prep (CSSHL)	250	68-68-57-57	187	73-57-57
U15 AA (AEHL & AFHL) U15 Varsity (CSSHL)	234	64-64-53-53	175	69-53-53
U15	212	59-59-47-47	158	64-47-47
U13 AAA (AEHL & AFHL)	194	54-54-43-43	142	56-43-43
U13 AA (AEHL & AFHL)	186	52-52-41-41	136	54-41-41
U13	178	49-49-40-40	131	51-40-40
U11 AA	144	41-41-31-31	105	43-31-31
U11	136	39-39-29-29	99	41-29-29
*Intro to Hockey (U9 and optional at U7)			60*/40	20-20-20*/20-20
Para Hockey - Intermediate B & C (**two officials)			130**	65-65
Para Hockey - Junior Division (**two officials)			110**	55-55
Adult Rec (**two officials)			154**	77-77

Intro to Hockey (Half-ice U9 & optional at U7) When using two first year officials a paid ***SHADOW*** (official with two years experience) will be on the ice to mentor the young officials, dressed in a helmet with visor, skates and track suit. The ***SHADOW*** program should be used until the end of December. When used the game rate increases from $40 to $60 to accommodate the ***SHADOW*** official.

Mileage & Travel: Mileage for the official travelling the furthest distance (round trip) shall be paid mileage according to Hockey Alberta's approved rate of $0.50/km. In addition to the mileage fee, the officials (driver and each passenger) will receive a "Travel Rate":

Kilometers Traveled	Travel Rate	Kilometres Traveled	Travel Rate
0-50 km	$0	301-400 km	$45
51-100 km	$15	401-500 km	$55
101-200 km	$25	501-600 km	$65
201-300 km	$35	601-700 km	$75

Provincials

Directly from Hockey Alberta:

8.1 Provincial Championships are for the purpose of determining the championship team in each specific Division and Category.

8.2 Hockey Alberta will conduct Minor Hockey Provincial Championships for the following Divisions and Categories. Teams that participate within a Hockey Alberta sanctioned Minor Hockey League will be eligible to compete for their chance to participate at the Provincial Championships at the aligned category.

(a) U18 "AAA", "AA", "A", "B", "C", and "A - NBC"
(b) U18 Female "AAA", "AA", "A" and "B"
(c) U15 "AAA", "AA", "A", "B", "C", and "A - NBC"
(d) U15 Female "AA", "A", and "B"
(e) U13 "AA", "A", "B", "C", and "D"
(f) U13 Female "AA", "A", and "B"
(g) U11 "AA"

Note: Exceptions may be made for Minor Female teams that do not have a viable league within proximity to participate within. Applications can be made to Hockey Alberta.

8.3 Teams that are identified by their League to participate in the Provincial Championships are expected to fulfill that commitment. Any MHA, whose Team(s) does not fulfill their commitment to participate in Provincials shall be ineligible in the subsequent season and 51 HockeyAlberta.ca those Team Officials shall be suspended, beginning May 1st of that calendar year, for a minimum of one (1) year. An MHA can be reinstated by paying a fine of $1,000.00 to Hockey Alberta on or before October 15th of that calendar year. At the discretion of Hockey Alberta, if deemed that the Team's participation was impacted by circumstances beyond the control of the Team Officials and/ or the MHA, the fine and/ or suspensions may be waived.

Team Conflict Resolution Steps

Steps to follow when conflict arises:

1. Impose the "24 hour rule" (give yourself 24 hours to cool down).
2. TALK to the individual.
3. TALK to your Team Manager/Coach.
4. TALK to your Division Coordinator.
5. TALK to the President/Vice-President of OMHA.
6. LAST RESORT is to file a written grievance when ALL of the above have failed.

The Olds Minor Hockey Grievance Policy and Procedures can be found on the Olds Minor Hockey website at oldsminorhockey.ca

Injury Reports

- When injuries occur there is **necessary** paperwork that **must** be completed.
- The Hockey Canada injury report must be sent directly to the Hockey Alberta Office within 90 days of the incident. The form will then be forwarded to Hockey Canada by an Alberta Hockey branch administrator (this form can also be found in your team safety binder) as well as our safety coordinator, safety@oldsminorhockey.com
- A Hockey Canada "Return to Play" form must be filled out when the player is ready to return to the ice. The "Return to Play" form must be signed by a physician or accompany a doctor's note (this form can also be found in your team safety binder) and this needs to be kept and sent to the safety coordinator
- Hockey Canada and each of the branches of which Hockey Canada is comprised, are specifically named as an insured, and all sub-associations, leagues and teams which form a part of Hockey Canada. It includes any officer, director, employee, coach, volunteer worker, instructor, referee, or member of a Committee while acting within the scope of his or her duties. It includes members of any teams, leagues, provided all are registered with or affiliated with Hockey Canada.
- **Any time an Injury report is filled out and filed, a "Return to Play" form must also be filled out before the player returns to the ice.**
- For further clarification on any of the above, or if you did not see your question here, please email: Stacey Pattison -- spattison@hockeyalberta.ca Direct: 403-967-0051
- For further information regarding Hockey Canada injury and insurance, please refer to the team safety binder or contact OMHA Safety Leads.
- Forms can be downloaded from:
  https://cdn.hockeycanada.ca/hockey-canada/Hockey-Programs/Safety/Insurance/Downloads/2020/2020_injury_report_hockeycanada_ab_e.pdf

Fundraising

*****Please refer to the Fundraising Policy on the website. Once the OMHA board approves any amendments the new version will be posted to the OMHA website*****

FORMS

- CAHL Game Regulation Handbook

http://cahlhockey.net/page.php?page_id=67765

- OMHA Medical Form

  https://cdn.hockeycanada.ca/hockey-canada/Hockey-Programs/Safety/Safety-Program/Downloads/player_med_info_e.pdf

- Hockey Canada Injury Report

  http://media.hometeamsonline.com/photos/hockey/OLDSMINORHOCKEY/InjuryReport_Alberta.pdf

- Travel Permit Request

  https://www.oldsminorhockey.com/about/forms/

- RMFHL Game Change Request

  https://cloud.rampinteractive.com/rmfhl/files/RMFHL%20Game%20Change%20Form.pdf

- CAHL Game Change Request

  https://www.oldsminorhockey.com/wp-content/uploads/sites/680/2024/09/cahl_game_change_form_2015-2.pdf

- Named Player Affiliation Agreement (AA Teams)

  https://www.hockeyalberta.ca/uploads/source/Forms/NamedPlayerAffiliationAgreement.pdf

- Coach Clinic Reimbursement Form

  http://www.oldsminorhockey.com/about/forms

- OMHA Exhibition Game Permit Request

  https://docs.google.com/forms/d/1otbKTYqDiq3n0Tm9qqiGBnCMvGLO04D0IjLzR2UAELQ

Please note that forms can be printed from the Olds Minor Hockey website (www.oldsminorhockey.com) from the Team Manager's page.