



TCHL Manual of Operations

Updated: APRIL 2025

Three County League - Manual of Operations

1. Team Balancing Requirements

- a) If Member Associations have more than one team in a division the teams must be balanced unless the Member Associations agree in the June meeting that the division will be tiered.
- b) All Member Associations are to inform parents at the time of Registration of the TCHL league balancing policy and the fact some players may be moved between/among teams up to November 25th and requests to be on same teams may not be honoured due to this policy.
- c) All Member Associations are to inform team officials of this policy prior to the start of team formation/at any pre-season coaches meetings. At the fall Scheduling Meeting every team is required to have a team representative sign an *acknowledgment form about balancing* which is collected and stored.
- d) Prior to the start of the season, associations with more than one team in a division must provide documentation to the Three County Board (via shared Google Folder) for each division to indicate how players have been evaluated and how the balancing of teams has been determined
- e) The goal of team balancing will be such that Member Centre's with two (2) or more LL teams in a Division, teams must be within .500 winning percentage of each other, by November 25th.
- f) Associations are required to ensure all their teams play a minimum of **4** games by November 1st, and **8** by November 25th against similar opponents, so they can monitor and report to the other league members, at the monthly league meetings, on the progress made and all steps taken to achieve balancing. Centres having multiple teams in a division that are "balanced" by the November 25th deadline have met the league requirements and do not have to worry if any of those teams point spread increases at a later date.
- g) Any Association with teams still *out of balance* by November 25th each season will have until the end of January to bring the *percentage spread* back into balance (within 500 PP).
- h) If at seasons end, the *winning percentage spread* between the "unbalanced" top and bottom same association teams (*multiple teams playing within the same division*) exceeds .500 pp faces the *possibility* of having **one or more** of those teams in that division denied entry (disqualified) into the playoffs.

2. Teams & Rosters:

- a) Overage or underage players must be recommended by the Association and approval obtained from the RD (Regional Director) before the player can be placed on the team's roster.
- b) U7- U18 rosters are to be submitted by November 1st, but no later than December 1st. Teams that have not met the deadline will not be able to continue with their schedule until their roster is approved.
- c) A completed Offer of Affiliation form must be completed and uploaded to the player profile on the HCR prior to submitting the roster for approval. AP's cannot play for the team until they are on the approved team roster.
- d) The Association Registrar or Centre Contact is responsible for providing the team with their approved roster.

- e) Coaches/Team Managers are responsible for reviewing approved rosters to ensure all team members are accurately listed.
- f) Teams must have a copy of their approved roster with them at all exhibition, tournament, regular season and playoff games.

2b. Goalies

- a) Associations may use a LL goalie from within their Association at the same level or one age group below (must be LL), even if the goalie has been AP'd to a Rep team.
- b) There is no "roster" requirement to allow for this, you simply input the child's name on each game sheet for games played by pressing "add player" and manually typing the child's name into the game sheet for that league/play-off game, and ensuring the position selected is G for Goalie. There is also no need to "AP" the Goalie, as this would indeed then restrict him to the team he AP's for.
- c) The OMHA Requirement for insurance purposes states that only ROSTERED players can play in tournaments via the travel permit process. This deems the above arrangement is "NOT OK" and if a 3C Team is without a goalie, they must dress someone on their approved Roster to play the position. The only way to bring a secondary goalie to a tournament who is not on your primary roster, is to AP them. Note, you can only AP goalies from a lower level, or lower age category, AP'ing is not allowed side to side (exception: U9 to U9 is permitted as per Hockey Canada pathways), ie. A U11 Goalie on LL Team 1, cannot AP for U11 LL Team 2, but could AP for U13 LL Teams. A U9 player/goalie can AP to another U9 team. A player cannot be AP'd to more than one team.
- d) U7 & U8– Goalies are required for each game and must have a minimum of a goalie stick. They can be rotated throughout the game.

3. Scheduling

- a) Scheduling meetings for U11 through U18 will be held, the week following the OMHA scheduling meeting.

End of regular season: End of January

- b) Scheduling meetings for U7-U9 will be held after the U11-U18 scheduling meeting and prior to October 15th for the Development Phase and Regular Season phase. The End of Season Phase scheduling for U7-U9 will take place prior to the January Executive meeting.
- c) U9 will schedule the following (OHF U9 pathway document-transition to full ice -seasonal structure -pg 16):

Preparation/Evaluation & Development Phase Season (10 weeks) ratio = 14 practices : 6 games

Minimum -4 skill development sessions and 3 evaluations no games- during first 4 weeks

6 half ice games from the last weekend in October to the first weekend in December

Minimum of 14 practices during first 10 weeks

Regular Season Phase (12 weeks) ratio 17 practices: 11 games

4 half ice games (8 practices) from Dec 1 - Jan 15

6 full ice games (9 practices) from Jan 16- 2nd/3rd Saturday in February.

End of Season Phase (5 weeks) ratio 7 practices: 12 games

6 full ice games (4 practices) & year end league jamboree.

- d) U8 will schedule the following (OHF U9 pathway document- full year half ice -seasonal structure -pg 15):

Preparation/Evaluation & Development Phase Season (10 weeks) ratio is 14 practices : 6 games

Minimum -4 skill development sessions and 3 evaluations no games- during first 4 weeks

6 half ice games from the last weekend in October to the first weekend in December

Minimum of 14 practices during first 10 weeks

Regular Season Phase (12 weeks) ratio is 17 practices: 11 games

10 half ice games (17 practices) from Dec 1 - 2nd/3rd Saturday in February.

End of Season Phase (5 weeks) ratio is 7 practices: 12 games

6 half ice games (4 practices) & year end league jamboree.

e) U7 will schedule the following (OHF U7 pathway document -seasonal structure - pg 15):

Preparation/Evaluation & Development Phase Season (10 weeks) ratio is 20 practices : 3 games

Minimum -4 skill development sessions and 3 evaluations no games- during first 4 weeks

2 cross ice games to be scheduled during the last 2 weeks of phase 1 (min of 16 practices)

Regular Season Phase (12 weeks) ratio is 2 practices: 1 game

8 cross ice games (min of 16 practices) from December 1st to 2nd/3rd Saturday in February.

End of Season Phase (4 weeks) ratio is 5 practices : 12 games

6 cross ice games (3 practices) & year end league jamboree up to March break

U7, U8 & U9 League End Jamboree/tourney dates & Hosts to be determined and posted by the September meeting.

f) Playoff scheduling for all divisions from U11 through U18 will take place in early February, following the OMHA play-off scheduling meeting.

- Round Robin play-offs: Mid February - three days prior to Championship Day
- League End Championship day: Date and host to be determined and posted by the October meeting.

g) Schedulers (or someone authorized to add games) for Member Associations will be required to attend the scheduling meetings and enter their Associations home game schedule on the OneDb.

h) All schedules and standings will be maintained on the Three County Website.

4. Game Sheets, Game Lengths & Reporting

a) Game Sheets must be completed for all games using the GameSheet App:

- The exact Game Number from Three County Website must be used.

b) Game lengths by division:

- U7/8 cross ice/half-ice 22-22 – two minute buzzer – blue puck mandatory
- U9 22-22 –two minute buzzer -(half ice games start of season - Mid January) - black puck mandatory & 4' X 6' nets are to be used
- U9 10-10-10 –(full ice games Jan 15 - end of the season) -black puck mandatory & 4' X 6' nets are to be used
- U11 10-10-15 (1.25 hours is required) or 10-10-10 (1 hr time slot)
- U13/U15/U18 10-15-15

Floods between periods are not mandatory

c) At the completion of the game the timekeeper will take the game sheet to the referee's room for review and signature.

d) The home centre is responsible for uploading the results of the game by 11:59 PM on the date of the game.
The Head Coach is responsible for reporting any suspensions to the TC Rep within 12 hrs of game completion.

5. Games & Cancellations

- a) All scheduled games must be played. Those centres that cancel a game without just cause, and refuse to reschedule, may be subject to a \$150 fine. Fine imposed by the Three County Local League Constitution and Rules Committee.
- b) Request for schedule changes that are not due to inclement weather conditions must be agreed to by both centres and received by the Three County Executive. Game #, date, time and location of the rescheduled game must accompany the request. Requests that do not provide the details of the rescheduled game will not be approved.
- c) Cancellations due to severe weather conditions must be received as soon as possible prior to game time (a minimum of 3 hours before game time). The decision to cancel due to weather is at the discretion of the travelling team. It is the travelling team's responsibility to advise the home team of the cancellation – leaving a voicemail message does not qualify as a notification. The home team must advise their TC Rep, cancel referees and timekeepers. The teams must agree to a reschedule date and advise the TC Executive within 48 hours of the cancellation.
- d) Any team not showing up for a scheduled game without sufficient notice to the home team may be fined or penalized.
- e) Cancelling scheduled games:
 - i. The offending team (the team that cancels the game or the team that does not show up for the game without notification) will be removed from the league until monies are paid and the games that they miss will be defaulted. A fee to cover costs (referees, travel & timekeeper) will be paid to the home centre by the offending centre within 30 days.
 - ii. If the team in "i" drops out of the league and won't pay the monies owing, then the association will be removed from the Three County Local League until monies are paid.
- f) Any team who refuses to travel to away games during the schedule or playoffs will be suspended from the league for the rest of the year.

6. Suspensions & Reporting

- a) It is the responsibility of the coach to report all suspensions received during exhibition, tournament, regular season and playoff games using the online form on the Three County website. The form must be submitted within 24 hours of the game with the exception of a Match Penalty which must be reported immediately following the game. Failure to report suspensions may result in disciplinary action.
- b) Any player receiving three minor penalties will be removed from the game. No further suspension will be added. In the event the player continues to play after being penalized three times, he will not be subjected to further suspension. Further, the outcome of the game will stand. The coach will be suspended for the next regular season or playoff game. The player is not permitted to remain on the bench and the third penalty is to be served by another player on the team who is on the ice when the penalty was called. The penalty code for 3 minor infractions is "GE-TCHL" .

c) Serving suspensions: Any team official or player who is assessed a penalty which calls for one (1), two (2) or a multiple of automatic game(s) suspension will serve it/them in the next game(s) their team plays, whether tournament, League, pre-scheduled Select game or League Playoff.

d) Additional suspensions to be assessed to any TCHL player for the following:

- Any player who receives a suspension for a 2nd Major penalty (not including fighting majors) will receive an additional 1 game suspension in addition to any suspension handed out by the OMHA.
- Any player who receives a suspension for a 3rd Major penalty (not including fighting majors) will receive an additional 3 game suspension in addition to any suspension handed out by the OMHA.

These Suspensions are not subject to review and will be honored by the OMHA as part of their disciplinary decisions.

7. Exhibition & Tournament Games

- a) All exhibition and tournament requests are handled by the Centre Contact who is responsible for entering them in the OMHA Portal for approval. Once approved by the RD/Victoria Durham Chair, the Centre Contact will forward the approval to the appropriate team for their records.
- b) Approval is required for all exhibition and tournament games.
- c) Teams are required to report all suspensions received during exhibition and tournament games not in the above section.
- d) All suspensions assessed in a tournament or exhibition game OR games served due to suspension in a tournament must be communicated to the League Convenor. Date and location of the tournament/exhibition game must be forwarded to the League Convenor by midnight of the final day of the tournament/exhibition game. Any game that uses a paper game sheet must be uploaded to the TC website within 24 hours of the completion of the tournament/exhibition game. In addition, send an email to your TC Rep. Failure to provide this information will result in a \$50 fine for the Association.

8. Playoff Guidelines

- a) Playoff scheduling will be determined by member centres each year at the January meeting.
- b) Decisions on teams participating in the A-Championships, B-Championships or other will be assessed on a year to year basis by member centres.
1. Meaningful games will be played until March 1st, so play-off round robins will begin in February, running to the Friday before March break.
 2. Play-off scheduling will mirror the OMHA play-off format and guidelines for how teams will be split into divisions for play-offs will be determined at the January meeting.
 3. The "Champions day" will be held *in March (To be determined by the TC Executive committee in May)* with the top 2 teams from each division from U11-U18 playing a single game final.
- c) Tie breakers for round robin play-off standings:

If 2 teams are tied in points:

- A. Head to head record (if teams play twice and each team wins one game, proceed to next tiebreaker)
- B. Best goal differential in games played between tied teams.
- C. Goals for % (the GF% column includes all games played in the play-offs -to view, click on the box that contains all teams and dates for that specific division and you will then see the GF% column).
- D. Least penalty minutes in all playoff games
- E. coin toss

If 3 or more teams are tied in points:

- A. Head to head record amongst tied teams in round robin (team with most points finishes first, team with 2nd most points finishes second, etc)
- B. Goals for % just for the games played amongst the tied teams in round robin (Goals for/Goals for + Goals Against).
- C. Goals for % for all games played in the round robin (Goals for/Goals for + Goals Against)
- D. Least penalty minutes in all playoff games
- E. Coin toss

d) Overtime for “Champions Day” will be the following:

- 5 players for a minute of overtime,
- 4 players for a minute,
- 3 players for a minute,
- 2 players for a minute and
- 1 player for a minute (until a team scores);
- no changes on the fly, when it is 1:1 and a penalty is called, it goes to 2:1.

9. Referees

a) At the U8 and ½ ice U9 level, certified referees must be used.