



WHMHA Coaches & Managers Meeting- Ice Chair Notes (2023-2024)

1. Schedules- Schedules are posted to the WHMHA Website. Any updated versions are uploaded and replace the existing.
2. TeamSnap Schedule- Please keep your TeamSnap schedule up to date. Aside from keeping your team members up to date it also helps monitor & avoid any ice conflicts or double booking of ice slots. Some key steps to avoid empty ice & double bookings;
 - i. If any league home game gets changed or cancelled please send me an email. The league does not always communicate to me if they have made a change in the schedule. I rely on the coaches & managers to let me know that the schedule has changed and that they no longer need their home ice slot.
 - ii. Please ensure that you put all of your home ice slots into the TeamSnap schedule for the entire season. If it is a game slot but you have not lined up an opponent then please put as a Practice or Game vs TBA. This acts as a place holder so that I know you intent to use that ice. If it is not in TeamSnap and another team needs ice, that slot may be given to another team.
 - iii. Please check the “Live” master schedule on the WHMHA Website every Monday or Tuesday to verify that no other teams has booked a game for the same home ice slot as you. It shouldn’t happen but it sometimes does. If it gets spotted early in the week there is time to get it sorted before the weekend.
3. Unused Ice- If a team is unable to use their scheduled team ice, they must notify the ice chair 14 days prior. This allows time to find another user for the ice slot. If another user can be found then a make up slot will found to replace the ice given up.
4. Available Ice- If an ice slot becomes available throughout the season a message will be sent out to the teams to see if there is team available to use that ice. There is usually a weekly message sent out notifying of any ice availability.
5. Bi-Weekly Buy Hour- There will be an additional Buy Ice program for teams looking for extra ice. This is will be either on a rotational on a bi-weekly basis or every week split ice with another team. The cost for this ice is re-billed monthly to the teams using the ice. It is rebilled at \$245/hr for full ice and \$122.50 for half ice. Teams must sign up for the whole season and are responsible for the costs. For teams doing split ice there will be approximately 20 sessions, for teams doing rotational bi-weekly there will be approximately 10 sessions throughout the season.
6. Officials- The procedures, check, and balances we have in place to ensure officials are booked for all games is as follows;
 - i. Teams must text their request for officials to the Referee in Chief (RIC) no later than end of day Monday for the upcoming week’s games. Text must include Team, Date, Time, Rink (i.e. U13AA, Nov 26, 10:40, West Hants Sports Complex). RIC is Andy McDade 902-799-0711.
 - ii. Once RIC assigns officials to the game he will text back confirmation of the booking.



WHMHA Coaches & Managers Meeting- Ice Chair Notes (2023-2024)

- iii. If you have not received the confirmation by text at least 1 day prior to the game, please initiate another text to the RIC or call him.
- iv. On game day, 10 minutes prior to game time please check that the officials have arrived. If no officials have arrived by this time please call the RIC.

NOTE- If games are cancelled for any reason (i.e. weather) please ensure the RIC is notified so referees get cancelled.

- 7. Ice Floods- For Rep teams (90 minute game slots) that have back to back games, ice floods will be **every two period**. i.e. Game #1 flood after 2nd period, Game #2 flood after 1st period. The ice schedule has been drafted to show this. Game #2 teams must be ready to go on ice immediately following the completion of game #1. Please ensure you notify the opposition team so that they are ready to go on ice and aware that flood will happen after 1st period.
- 8. Game Start Times- All teams must be ready to go onto ice at least **10 minutes prior** to their scheduled start time in the event that the game in front finishes ahead of schedule. Please notify your opposition team of this.
- 9. Game Finish Times- Games must finish by their scheduled finish times. (exception for playoff games). Rink staff may allow a minute or two over but will Buzz the teams off the ice if extending too far past the scheduled finish time. If your game is progressing slowly, watch the game clock and the time, you may need to make a decision to forego a mid game flood or to finish a game with straight time in order to complete it within the allotted slot. This should be a rare occurrence as Rep Teams have a full 90 minute slot and Rec teams have a full 60 minute slot.
- 10. Weather- On days of bad weather or forecasted bad weather WHMHA will make a decision to cancel or not by 3PM. If the ice is cancelled, it will be cancelled for all slots in both of our rinks.
- 11. X-mas Break- Minor hockey will stop for x-mas break Saturday December 23rd thru Monday January 1st. There will be no minor hockey ice during this period. Teams are welcome book & pay for ice directly through the rinks during this period if they wish. Minor hockey will resume its regular ice schedule on Tuesday, January 2nd.
- 12. No Ice Days- There will be some days throughout the season when our regular scheduled minor hockey ice will not be available due to other events being book at the rinks. As much notice as possible will be given to the teams and efforts will be made to find alternative (or make up) ice slots for these teams. At present the known No Ice Days are;

November 9 th & November 10 th	Windsor- No Ice- AV Boys Hockey Tournament
November 11 th	Windsor- No Ice after 1PM- AV Boys Hockey Tournament
November 25 th	Windsor- No Ice after 10AM- KES Girls Showcase
December 9 th & 10 th	Newport- No Ice- AV Girls Hockey Tournament
December 23 rd thru January 1 st	Windsor & Newport- No Ice- Xmas Break
March 7 th	Last Day of Minor Hockey Ice



WHMHA Coaches & Managers Meeting- Ice Chair Notes (2023-2024)

13. Training Device- The associations and members of association have a variety of training devices (cones, pylons, tyres, deker, etc..) available for use at the rinks. The rinks allow us to keep them there provided they are neatly stored. Please ensure if your team is using these devices that they are neatly stored when you are finished using them.

Please feel free to reach out to me at any time with any ice related questions you may have.

A handwritten signature in black ink that reads "Rob Hood".

Rob Hood

WHMHA Ice Chair

ice@westhantswarriors.com