

LCMHL

COACH-MANAGER MEETING

October 14, 2025

Google Meet



LANARK CARLETON
MINOR HOCKEY LEAGUE

President's Message



Welcome to the 2025-2026 LCMHL Season

Thank you, Tom!

Year of observing and learning

Thank you to all volunteers

Goals for this year

- Development (coaches and players)
- Respect
- Enjoyment

Let the *players* **play**
Let the *coaches* **coach**
Let the *officials* **officialate**
Let the *spectators* be
positive!

Meeting Agenda

Presidents Message

League Information/Important Dates

Responsibilities

Affiliations

D4 RIC – Brendon Stitt

Game switch/reschedule

Games

D4 Chair – Amanda Waterfield (maybe)

Tournaments

Escalation Process

GameCentral

Reference Links/Contacts



League Responsibilities



- Administration of the League
- Maintenance of the LCMHL Handbook
- Scheduling of all house-level games (1,2,3)
- Rules & Regulations around games
 - e.g., game length, statistics, running clock, etc.
- League-Level Discipline oversight
- Team Placement in accordance with *Hockey Eastern Ontario (HEO) Guidelines*



Teams – By age group

Tier	2025-2026	2024-2025
U9	45	39
U11	25	25
U13	23	25
U15	23	21
U18	28	32
U21	8	7



2025-2026 League Executive

President	Mike Taylor
Past President	Tom Stephens
Secretary	Jennifer Garner
Treasurer	Fiona Livingston
Webmaster	Brad MacDonald
Statisticians	
U09	Shawna Kealey
U11	Jordan Heavens
U13	Jane Cameron
U15	Marie Côté
U18	Debbie Heuchert
U21	Debbie Heuchert



League Executive Association Presidents

Almonte Pakenham	Scott Robillard
Carleton Place	Stuart Robinson
Osgoode Rideau	Cameron Legault
Perth Lanark	Morgan McNevin
Richmond Munster	Jim Wallace
Stittsville	Terry Foley
West Carleton	Chris Havey



Important Dates for 2025-2026



Important Dates

Hockey Season Highlights (2025–2026)

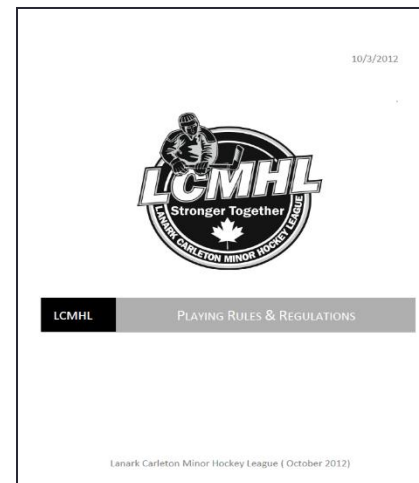
Event	U9–U18	U21
Coach/Manager Mtg	14-Oct-2025	-
Regular Season Start	18-Oct-2025	01-Nov-2026
Halloween (No Games)	31-Oct-2025 (U11/U13)	31-Oct-25
Christmas Break**	22-Dec-2025 → 03-Jan-2026 (6pm)	22-Dec-2025 → 03-Jan-2026 (6pm)
Reading Week		13-Feb-2026 → 22-Feb-2026
Regular Season Ends	17-Feb-2026	26-Feb-2026
Round Robin Playoffs	23-Feb-2026	3-Mar-2026
Playoffs End	23-Mar-2026	22-Mar-2026
March Break	13-Mar-2026 → 22-Mar-2026	-
Finals	24-Feb-2026 → 31-Mar-2026	17-Mar-2026 → 31-Mar-2026
Blackout Period 1	27-Feb-2026 → 01-Mar-2026	27-Feb-2026 → 01-Mar-2026
Blackout Period 2	06-Mar-2026 → 08-Mar-2026	06-Mar-2026 → 08-Mar-2026

****Note - Games may resume as of 6pm on January 3, 2026**

Link: [Important Dates \(Lanark Carleton Minor Hockey League\) \(lcmhl.ca\)](https://lcmhl.ca)

LCMHL Handbook

- **One central source of information:**
 - *LCMHL Constitution*
 - *By-Laws*
 - *Most importantly – Rules & Regulations*
- **Read the rules in their entirety**, especially:
 - Game precedence and playoff structure
 - The **escalation process**
 - Game rescheduling procedures



Responsibilities of the Team Coach – Thank you

- Oversee all team activities (practices & games)
- Responsible for
 - Report suspendable offenses to TTM
 - *e.g., 10-min misconducts, 5-min majors*
 - Submit game results within 48 hrs (24 hrs playoffs)
- Ensure clear communication
- Supervise players & staff
- Maintain compliance & safety
- Support player development
- Track affiliated players
- Many other duties

Most importantly — uphold team & parent conduct to league standards

Example responsibilities of the Team Manager

Thank you

- Primary contact for parents, players coaches and association
 - Responsible for game switches/reschedules
 - Team budget and reporting
 - Fundraising and team events
 - Tournament booking and management
 - Tracking affiliated players (with coach)
 - Roster and forms
-
- Together with the coach, assistant coaches, trainer etc. Make the game fun, inclusive and safe for everyone!

Affiliation



Club System

- No rostering required
- Affiliation from within the association using affiliation chart
- Affiliation up to a max of 15 games, excluding exhibition games
- No limit on Goalies
- Tracked within TTM
- Must “register the call-up” within TTM prior to the game
- A player’s coach is responsible for tracking the affiliations of his team members

Special Guest



Brendon Stitt – D4 Referee-in-Chief

Penalty review

Process review

Game Switching vs. Game Rescheduling

-  **Game Switching**
- Two **visiting teams trade** their games against the **same home team**
- **No rescheduling of ice** required
- **Initiated by a visiting team** – does *not* impact the home team's schedule
- Visiting teams must **attempt a switch before requesting a reschedule**





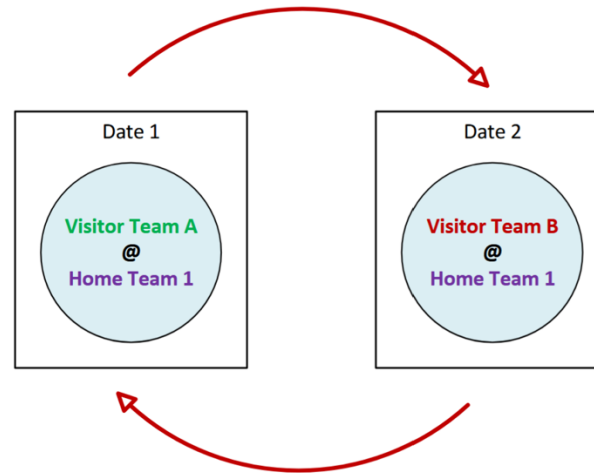
Game Switching vs. Game Rescheduling

-  **Game Rescheduling**
 - A game **cannot be played** and must be **rescheduled**
 - **Home team/association** must provide a new ice slot
 - **Impacts both** home and visiting team schedules
 - Both changes must be **approved in advance by your Statistician**

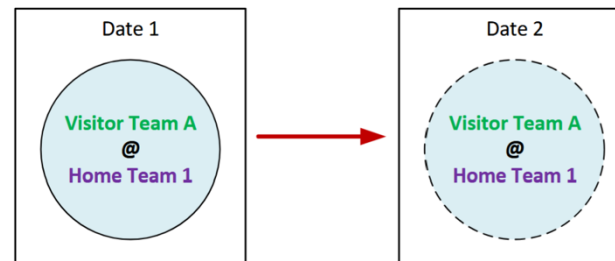


Game Switching and Rescheduling

Game Switch



Game Reschedule





Game Switch Process



- Obtain prior consent from your Statistician
- Gain agreement from the other visiting team
- Complete the official [Game Switch Form](#)
- Submit the form to the appropriate Statistician no later than 72 hours before the switched game
- Statistician will:
 - Update the online schedule
 - Notify the home team
- Home team cannot refuse to play the switched game(s)



Game Reschedule

- Requesting teams must submit the request to their Statistician
- Must complete the [Game Reschedule Form](#)
- Statistician may approve or deny the request
- Approval must be obtained *before* contacting another team
- Exception: Reschedules due to inclement weather
- Full details (and forms) are on the [league website](#) (For Teams menu)



Inclement Weather Re-Scheduling

- **Team officials must contact their Statistician**, who has the authority to **postpone games due to weather conditions**
- If the Statistician **cannot be reached**, contact one of the following League Executives:
 - **League President**
 - **Treasurer**
 - **Secretary**
- The **opposing team** must be notified by the team official requesting the cancellation
- The team official must then **contact their Association's Referee Scheduler** to advise that:
 - The game has been **postponed**
 - It will be **re-scheduled**



Important: Teams **cannot postpone a game on their own.**
Doing so may result in a **fine or suspension.**



Game Switch/Reschedule Notes

Deadline:

- Post December 15 – Maximum of 2 reschedule requests
- After December 31 – No additional changes

Invalid Reasons:

- Team Activities
- Player/coach absences
- start time
- Back-to-back games/days.

Referee costs charged to LCMHL will be borne by the team



Game Protests & Appeals



- Must be made to the League within 72 hours of relevant game
- Must be in writing from the home association's president or other designated official and addressed to the League President
- Must clearly state the grounds upon which the appeal is being made and what aspect of the game, in particular, is being appealed.
- The League will assess the appeal and determine whether or not it will be formally considered
- Appeals of a frivolous or trivial nature will not be considered

Source: LCMHL Rules and Regulations

Game Sheets



- Should be correctly completed and be legible
- Must be entered into the league website
 - Within 48 hrs (Regular Season)
 - Within 24 hrs (Playoffs)
- You must enter exactly what appears on the game sheet
- No corrections or other changes
- LCMHL may perform a full audit if violations are suspected
- Teams are responsible for keeping game sheets for a year
- If timekeeper is absent, the home team is responsible for timekeeping and game sheet completion

Penalty Minutes & Suspensions



Penalty Minutes

- Monitored monthly by the league
- For teams that receive 50% more penalty minutes than the division average
 - The association and the team are notified
 - Disciplinary action may follow if improvement is not shown

Suspensions

- The league has the right to add suspension games that are in addition to those specified in HEO's Code of Discipline and by the district
- Ensure you carefully track games served and are diligent at updating TTM with them

Penalty Minutes U9 & U11



Penalty Minutes – U11 (Some confusion last year)

- Minor penalty = 2 minutes
- Double minor = 4 minutes
- Major penalty = 5 minutes (includes a game misconduct)

Penalty Minutes – U9 – Full-Ice (After January 15, 2026)

- Minor penalty = 1 minute
- Major penalty = 3 minutes (includes a game misconduct)

Reminder U9 Format (1/2 Ice)



Regular Season

- Half Ice format
- 4 v 4 hockey – continuous play
- No Scoring
- Three-minute warm-up and Two 23-minute periods
- Change ends between periods
- Each period begins with a face-off
 - Only 2 faceoffs per game
- Continuous clock
- Buzzer every 90 seconds – Shift change
- Often 2 simultaneous half-ice games - Both games are synchronized
- Game sheets are required in case of major penalties
- Full ice games after Jan 15th

District Perspective

Special Guest: **Amanda Waterfield** – D4
Chair

D4 Online Suspension Tracking System

Total Team Management (TTM)

- Teams must report all suspendable offenses via TTM
- Reporting must be done within 24 hrs. of each game
- The system will indicate the default # of games your player or bench staff will need to serve.
- Teams must report each game served
- LCMHL will reconcile the carry over into each new season



Access

- Team accounts are set up each season
- The system is accessed from
 - The LCMHL website (For Teams)
- Users request their team password upon first-time access



Tournaments

- Priority is always given to league games
- Tournaments must be approved by the league
- Procedure
 1. Obtain approval (Blackout dates) from the league statistician
 2. Complete the online [Tournament Request Form](#)
 3. Address conflicting league games via Switches and Reschedules
 4. Submit travel form for D4 Approval.

Caution

- See LCMHL Website for more information
- **Note** Blackout dates for the season

[Important Dates \(Lanark Carleton Minor Hockey League\) \(lcmhl.ca\)](#)

Tournaments

Recreational	U9	U11	U13	U15
Practices (practices to games)	1:1 ratio	1:1 ratio	1:1 ratio	1:1 ratio
Regular Season Games	22	24	24	24
Exhibition Games	4	4	4	4
Tournaments Games (25-26)	12	12	15	15
Playoffs Games	8	8	8	8
Total Games	46	48	51	51

Notes

- Shows maximum number of games
- U9 (post Jan 15) full-ice = 7 of 22 games
- Travel permits are required for all tournaments signed by the District Chair.
- Effective for the 25-26 season, HEO allowed for one extra tournament (increase already reflected on chart) at every level (max of 5), two of which must be local tournaments for AA and below so long as teams maintain their respective levels of practice ratio. HEO reserves the right to do a spot check anytime during the season.



Escalation

Situations

- When you have concerns over a situation that you feel should be addressed
- You have a voice, but protocol must be followed

Escalation Procedure

1. Wait 24 hrs. ("24 hour rule")
2. Contact Association (convener, director, president)
3. Association President Contacts the League President

Please remind your parents!

- They should always start by approaching the head coach

LCMHL Website



SportsHeadz

- The primary means to administer the League's hockey activities
- The definitive source for game schedules, announcements, etc.
- League's responsibility
 - Game Schedules
 - Statistics Reporting
 - League-wide Communication
- Team Responsibility
 - Team Roster Maintenance ← Input your roster immediately
 - Team Contacts (Bench Staff) Maintenance
 - Reporting Game Results

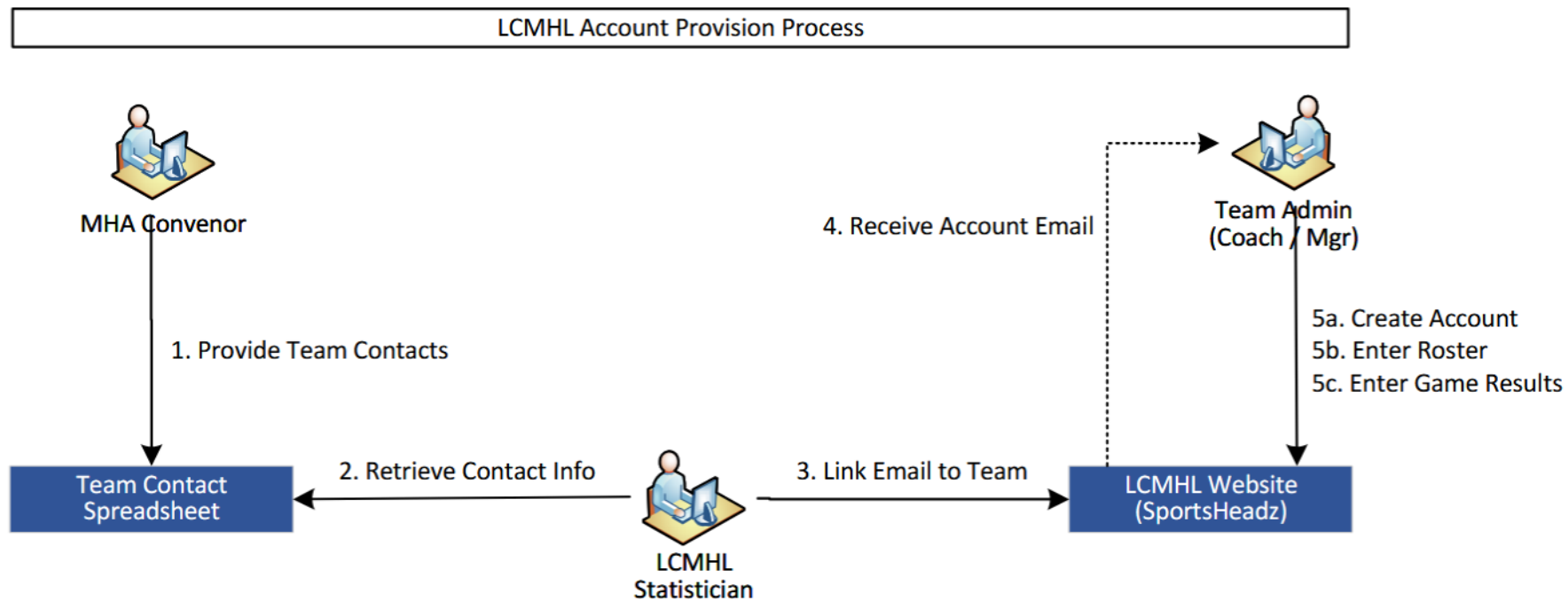
GameCentral Account Provisioning



A 2 Step Process

- Step 1
 - Association convenors provide team contacts in an online spreadsheet
 - League statisticians have the system email an invitation to a team contact
- Step 2
 - Team contacts receives the invitation
 - Follows a link to create an account
 - Once created, team contact can log into the LCMHL website
 - The account will be linked to all teams for which user was registered

GameCentral Account



Website – Team Responsibility

Each must perform the following on the league website

- Enter team staff (contact) information
- Enter the team roster
- Enter game results

Additionally, they may:

- Create another team website user (aka Team Admin)
- This might be a backup manager, a parent who will enter game results, etc.

Reference Links

- Affiliation Chart - [House League Affiliation Chart \(Lanark Carleton Minor Hockey League\) \(lcmhl.ca\)](#)
- Game Switch and Reschedule forms - [https://lcmhl.ca/Pages/1193/Game Switches and Reschedules/](https://lcmhl.ca/Pages/1193/Game%20Switches%20and%20Reschedules/)
- LCMHL Appeals - [LCMHL Handbook -LCMHL Rules and Regulations, Section 15](#)
- Game Sheet Instruction - [How to Fill Out a Gamesheet \(Lanark Carleton Minor Hockey League\) \(lcmhl.ca\)](#)
- Tournament Process - [Tournament Requests \(Lanark Carleton Minor Hockey League\) \(lcmhl.ca\)](#)

Reference Links

- GameCentral Account: [Obtaining a LCMHL Website Account \(Lanark Carleton Minor Hockey League\)](#)

Contacts

- Mike Taylor – President – president@lcmhl.ca
- Fiona Livingstone – Treasurer – treasurer@lcmhl.ca
- Brad MacDonald – Webmaster – web@lcmhl.ca

Statisticians

- Shawna Kealey – U9 – U9@lcmhl.ca
- Jordan Heavens – U11 – U11@lcmhl.ca
- Jane Cameron – U13 – U13@lcmhl.ca
- Marie Côté – U15 – U15@lcmhl.ca
- Debbie Heuchert – U18 – U18@lcmhl.ca
- Debbie Heuchert – U21 – U21@lcmhl.ca

Closing



- Schedules
 - All schedules have been posted to the website
 - **Please Remember: SCHEDULES ARE SUBJECT TO CHANGE.**
 - Always check with game times on the website (Assoc. or League)
- Thank you again for volunteering!
- Any comments or suggestions about the LCMHL (respectful) are welcome
- Have a Safe and Fun Season

