



## SUNSHINE COAST MINOR HOCKEY ASSOCIATION

### Meeting Minutes

Date/Time Monday October 21, 2024 / 7:00 pm

Location: Sunshine Coast Arena Sechelt

1. **Call to Order Time: 7:13**
2. **Land Acknowledgement**
3. **Introductions- Story Activity- Kate. Tabled**
4. **Approval of Agenda 1st / 2nd / Amended/Carried/Defeated**
5. **Approval of Previous Minutes 1st / 2nd / Amended/Carried/Defeated**
6. **Business Arising from Previous Minutes | Action Items**
7. **Director's Reports:**
  - 7.1. President's Report
  - 7.2. Vice-President's Report
  - 7.3. Registrar's Report
  - 7.4. Ways and Mean's Report
  - 7.5. Treasurer's Report
  - 7.6. Secretary's Report
  - 7.7. Director of Female Hockey Operation's Report
  - 7.8. Ice Scheduler's Report
  - 7.9. Equipment Manager's Report
  - 7.10. Director of Recreation Report
  - 7.11. Risk Manager's Report
8. **New Business:**
  - 8.1. Rep Coordinator- Kate
  - 8.2. Practice jerseys- Christine
  - 8.3. Volunteer credentialing process- Christine
  - 8.4. Ice times and Shared Ice- Christine
  - 8.5. Request to Cancel Public Skate-Mel
  - 8.6. 50 Years of Hockey Update-Mel
  - 8.7. Development standards in Co-Ed, Female and Rep programming Discussion- Kate
  - 8.8. Member Suggestion Box-Kate



## Meeting Minutes

**Present:** James Wood, Kate Turner, Melissa Tripp, Stacy Rumba, Adora McTaggart, Kori Hudrick, Kendra Bell, Christine Hardt, Poppy Hallam

**Regrets:** Karen Graves, Jenise Powers.

- 1. Call to Order Time:**
- 2. Land Acknowledgement**
- 3. Introductions- Story Activity- Kate pinned**
- 4. Approval of Agenda 1st / 2nd / Amended/Carried/Defeated**  
Kate Motion /  
Amended: Adding Budget  
Seconded Kori Hudrick
- 5. Approval of Previous Minutes 1st / 2nd / Amended/Carried/Defeated**  
Amending name of Bergnach and addition of Melissa Tripp's report  
Seconded Kori
- 6. Business Arising from Previous Minutes | Action Items**

Members of the board feel that it's important for Christine attending Lions Gate meetings. There should be representation for the C leagues, such as the fact that the C teams play much less games than the A teams. Last year the C teams in LG league played 26 teams and this year it's 22 games.

### 7. Director's Reports:

#### 7.1 President's Report

Kendra, Melissa and I met with Tom Poulton and Graeme Donn on Friday September 20<sup>th</sup> for a check in meeting. We discussed the shortage of available ice in September and our hopes of getting the Sechelt Arena online earlier. Tom mentioned dates of "dark ice" that was left unused on September 29<sup>th</sup>, October 1<sup>st</sup>, 8<sup>th</sup> and 10<sup>th</sup> equaling 7 hours. Melissa spoke to Tom on behalf of our tournament organizing and extra development opportunities including Stat Holidays. The SCRDR doesn't want to open two facilities for our programming when we aren't able to fully use the entire days programming which doesn't work for our association's ice planning. Tom also mentioned unsupervised children in the facilities and that they need to be monitored at all times. It was also mentioned at the meeting that the SCRDR will not accept deliveries without pre notice



(30 days) and that we need to have someone there to sign off on deliveries. We spoke about the storage issues that we are facing at the two facilities and that a keypad would be our easiest means of access instead of trying to find an arena employee. This was just done at the Sechelt Aquatic Centre for \$1200 to install a digital keypad lock. We also brought up the idea of a lock box that could contain the storage room key instead of possibly paying \$1200 which seems too expensive for our needs. SCA has had the dehumidifier and stand removed which will allow more storage space at that arena. They have asked that all coaching resources be put away after our groups are finished with them. We also spoke about the “2 Deep rule” implemented by Hockey Canada and possible ways to make it work better with our older coed and female groups who may require more privacy in the change rooms. We brought up an idea for a possible curtain/ door screen system to still allow for privacy but maintain our presence in the room. It was reminded that all overdue accounts that are 30 days past the scheduled payment date are subject to a 1.5% interest charge. Tom assured us that the SCA was on schedule for the return of ice on September 30<sup>th</sup>. Graeme suggested that we provide a printed logo for SCA as charges may be added for painted logos in the future. It was also mentioned that hockey players spitting in the facility and on the players bench is unsafe and will strictly be enforced as it is prohibited.

I attended the Lions Gate meeting for presidents on September 3<sup>rd</sup>. We spoke about the U18 Scholarship Games set for Jan 25<sup>th</sup> and whether we can share arena locations or have it all at Canlan which is more costly. The last game is at Canlan and the room has been booked for reception. It sounds as though all games will be at Canlan. A league manager is needed still for U7 but because we don't have a team playing in the league, our association does not need to fill this role. No games will be played at the U7 level until a league manager is in place. I mentioned to the group that both our U9 teams, developing and proficient, will be joining the Lions Gate League this season and had a good reception. Our association needs to provide Paula with a set ice time for the U9 group which I spoke to Kendra Bell about. We spoke about starting exhibition games October 15<sup>th</sup> to November 30<sup>th</sup> for internal games within the associations and that you can only play other associations with the same number of U9 teams at our meeting. It was mentioned that at U9, tournaments are allowed to be played. We set a date to vote for the start of U9 full ice on October 4<sup>th</sup>. The presidents voted in favour of an earlier start for U9 proficient over the developing groups. It was brought to our attention, after the fact, that we would have to follow the new U9 pilot pathway which declares December 15<sup>th</sup> as the start of all regular season games and that we couldn't modify the new pilot pathway. It was mentioned that by October 4<sup>th</sup>, schedules will be released to start the season. The presidents agreed on 22 games for u18 this season to allow for the schedule to work for everyone instead of 26 games.

U18- 14 teams with 3 division playoffs

U15- 8 teams with 2 division playoffs

U13- 11 teams with 3 division playoffs

U11- 12 teams right now with 3 divisions

I attended the PCAHA presidents meeting on September 29<sup>th</sup>. We spoke about the newly updated website and were asked to notify Larissa Lapierre of any questions or concerns. We spoke about Spordle Play and how the company was making changes without notifications and that it was causing disruptions to the service. Larger divisions were having more difficulties and that everything was taking twice as long as previous seasons. The company has been slow with



correspondence when issues arise. HCR now tracks suspensions but there is a problem with old suspensions that aren't supposed to be there because of no end date. The one big change to HCR this year was that you can't add coaches to a roster until CATT, RIS and CRC are completed. It was mentioned at the registrars meeting as well. Officiating numbers are up this year. A new clipping rule has been changed to say hits below instead of hits below the knee. Pucks are to stay in the end that the puck goes out of play as well. It was also mentioned that there were lots of coach suspensions handed out last season and that a document outlining this will come out. The PCAHA is over budget on Banners and Awards because of a 30% increase on materials and shipping. We spoke about the new banner policy at some arenas and that maybe a virtual banner or little personal banners might be a solution. They cost \$200 just to put names on them and a lot of other associations have them in storage because of limited space at their facilities for display. We are going to make a banner committee moving forward to work out details and direction for the future. We spoke about non sanctioned leagues, like HPL, shouldn't put the onus on associations to police their members and that it should be BC Hockey's responsibility. The league/ associations are losing players to these unsanctioned programs at the U7/U9 levels because they aren't allowed to play both without an exemption request from BC Hockey. Our argument is that, players are allowed to be committed to other sports, so why not allow other non-sanctioned hockey programs as long as they don't interfere with minor hockey commitments. PCAHA will support the exemption process through BC Hockey. The last item of new business was that U9 would be allowed a maximum 3 Tournaments and a total allowable limit of 35 games per season. Full ice tournaments were to be allowed after December 1<sup>st</sup>.

I had a phone call with Tom Poulton on Friday October 10<sup>th</sup> for another check in which he wants to do periodically throughout the season. Kids are not allowed to use the blue barriers for climbing and the nets are not to be pulled out to shoot on. I suggested a chain and lock for the nets and possibly more signage for the barriers. He would like the kids to be supervised upstairs in the lounge at SCA and all other areas at both facilities. He mentioned that managers can book the lounge in advance at SCA and even contact him directly if its short notice. He's okay with us grabbing an emergency room from the front desk even though it's supposed to be 30 days in advance. He said to just send him a message and that he will make the permit the following work day. I mentioned our issues with having permits approved in time for our room bookings and we are both looking further into the situation. He also mentioned the Dark ice again that wasn't used already this season and his concerns with November 11<sup>th</sup> ice still sitting empty from 330-730 pm.

- Vacant ice: Kate will send out a chat into the coach's chat about vacant ice. Message out to the coaches and managers.
- If it's more than 48 hours, they will let Kendra know if they are not going to use an upcoming ice time. Consequences if they don't fill that ice time \$78 or \$94 billed to the team.
- Kate will put out a draft message about this.
- Getting rid of banners: The costs and some of the associations don't have room for them.
- PCAHA meetings all on line for presidents.
- The November 11<sup>th</sup> will be filled, Kendra is asking to change that from 4:15 to 7:45



## **Vice-President's Report**

### **Communication from BC Hockey Disciplinary Committee:**

BC Hockey Disciplinary Committee notifications are currently being directed to the Registrar and President's emails. I have reached out to James on two separate occasions requesting that the Registrar be removed from this distribution and that the VP be included instead. Unfortunately, I have yet to receive a response. It is imperative that we address this inconsistency in procedure as realign to previous years.

### ***IN-CAMERA DISCUSSION:***

***7:45 in camera***

### **2. Case Update with Crawford & Company:**

#### **3. Issues Addressed:**

**Complaint from Powell River Minor Hockey**

**U18C Balancing**

**BC Hockey Complaints**

**Hardship Request**

**Concerns Regarding Member Behavior**

**Incident at North Vancouver Rink**

**Coaching Assignments for U9 Division**

#### ***OUT OF CAMERA 8:12***

### **6. Manager's Meetings**

I organized a presentation and led two separate team managers meetings this year. The first meeting took place on September 28th and was well attended with representation from most teams. Despite a lower turnout of only 4 managers for the second meeting, we decided to proceed. Both sessions fostered excellent dialogue and thoughtful questions. These meetings provided a platform for valuable discussions and collaboration among team managers.

**7. Upcoming Coach Seminar: Building Strong Teams: Effective Strategies for Player Discipline: Wednesday, November 13th, 7:00pm at GACC.**



Organizing the seminar and will co-present with Caymen.

Objective: To provide Coaches with practical strategies and structures for effectively managing player discipline in order to build strong and successful teams.

Key Points:

- Clear communication & setting expectations.
- Disciplinary approaches:
- Positive reinforcement
- Appropriate consequences
- Tips for addressing behavioral issues on/off the ice.
- Share out: Successful strategies from other coaches.

### **8. Website Updates:**

All approved meeting agendas and minutes have been successfully reformatted and posted on our website. A new page dedicated to concussion management information has also been added. I encourage ongoing suggestions for website improvements.

### **9. Policy and Procedures:**

Work continues on updating our Policies and Procedures manual, which will incorporate updated job descriptions.

### **10. Special Acknowledgments:**

I would like to extend special thanks to Caymen and Christine for their outstanding efforts during team balancing. Their dedication to this meticulous process did not go unnoticed. Additionally, I'd like to commend Mel for organizing the recent game against Jackson Hole, Wyoming. It drew a fantastic turnout and beautifully showcased our commitment to community and connection through hockey.

### **Registrar's Report**

#### **Ways and Mean's Report**

- All tourneys just about full except u9 female, may have to cancel and expand u15 female. One space still in u11 female
- Discussions ongoing with Tom about the cancellation of public skates, scrd is not supportive of this and restricts tournament scheduling and programming.

As a board, we should write a letter to the SCRD to ask for Spring public skating to be cancelled. It was brought up that the SCRD is able to add public skating around Tsunami games so they actually have more public skating than usual and should be able to cancel 8 public skates for the year to make room for the tournaments, especially in the spring when skating isn't as popular.



Motion for the board to send a letter to SCRD to request to cancel public skates during our Spring tournaments. Melissa to write that. All in favour.

- Timbits jerseys arrived and distributed
- Timbits medals have arrived
- Main Raffle license applied for
- Social media posts coming in from most teams
- Monitoring manager chat, lots of great communication in there
- Managers meeting went well, second meeting not well attended but small amount of managers did appreciate it
- Continue meeting and planning with Stu and the Junior Hockey Society about the 50 years of hockey on the Coast celebrations. November 2nd Tsunami game will be a kick off of the celebrations
- First tournament meeting completed, another one this week
- Confirmed West coast logos will have a blues section in the store
- Planning started for spring and the remaining pro d days
- Source for Sports apparel will be ready November 15th, 2 weeks later than expected
- Team sponsors this year
- 18A - Custom Flooring
- U15A - Define Tile
- U13A Jenkins Construction
- U11A - Tba, I have a company interested just giving previous sponsor a few more days to reply
- U18 C, Scotiabank
- U18 Female, Coast Wide Flood and Fire Restoration
- U11 Female, First Response
- More sponsors TBA

### **Treasurer's Report**

We are having an issue with some e-transfers and someone at the credit union support team is looking into it.

Balance is currently: \$245,172

Need to pay the Ice bill. James I will connect with you to get a cheque out to them.

### **Secretary's Report**

The pendent and pin samples are ready. Sent out photo to group. Meeting with Mikel Grant jewelry on Wednesday to finalize the casting process. This will be a jewelry drive we can do on-line and set up places for people to drop off their jewelry and Mikel and Kelly will melt down and cast it. The only cost for us will be for chains.



## **Director of Female Hockey Operations Report**

### **Teams**

U11,U15,U18 teams are all still playing tiering games. Wrap up will be Oct 27. Regular season games will start the week of Nov 3.

The U9 female has grown. We welcomed 2 new players this weekend. We have doubled our numbers since the beginning of the season 12 girls

Planning to go back and forth with Powell River to work on development.

### **Female Committee Meeting**

Nothing to report. Our Oct meeting is Thursday Oct 24 at the PCAHA office in Burnaby. I will be attending and will report to the next meeting.

Working with Kendra to book Ice for our Girls Ice Hockey event. We got a \$500 grant from BC Hockey.

Leah Lum came out to work with the girls. It went well.

Working with Melissa to help with adding a couple more teams to our Female tournament.

Weekly game day posts on Social Media

Working with Christine and Kendra on U18 C1/C2 games with the Irish Ice Hockey team Nov 3. rented out a room for a light meal between games.

## **Ice Scheduler's Report**

It's been busy with all the schedules and game conflicts. There's a lot of games to fit into the month of October, so lots of schedule changes. Only a couple left to resolve.

The A and female teams will have their next round of games coming around the first of Nov.

The U9 schedules should come out around mid to late November, I will work with those managers to help them with their games.

Room bookings at the start of the year are always crazy as well. That has started to slow down. Have we decided on how to handle the SCA team viewing area bookings? Will the instruction and the booking application go out to the team managers?

Ice costs for Sept shoulder schedule is: \$17,377.00

Approx cost for Oct: \$28,603.93

Cost for the U11/U13 tournament is: \$4,032.01

## **Equipment Manager's Report**

Carry over from last meeting – storage of jerseys [Pin it](#)





Leftover Timbits jerseys – Christine has the extras and they can go into storage.

## Director of Recreation Report

9:12 in camera

9:19 pm out of camera

Attended Lions Gate League manager meeting On October 1st, as well as the scorekeeper training and spordle training.

- Attended SCMHA manager meetings on October 3rd and 15th
- Coordinated team meetings for U7, U9 Developing and U9 Proficient teams on October 5th and 6th. Attended on behalf of the board, handed out the Tim Horton's jerseys and socks and brought Tim Bits for the kids.
- Have been in communication with all C teams to ensure they have their required equipment and volunteers. Training requirements were emailed to all of our new U7 and U9 parent volunteers and they are working on completing their courses.
- One of our new players from the 'Try Hockey' day withdrew their registration due to scheduling conflicts, they are hoping to join next year. I am still trying to coordinate a time for them to drop off the gear we provided.
- Nominations for the U18 C Jim Fryer Memorial Scholarship Tournament are due by December 20th. Kori and I are submitting the nominations on behalf of each U18C team.
- Working with Kori and Melissa on U18 C1/C2 exhibition games and a lunch with the U19 Irish National Hockey team; they will be travelling to the coast on November 3rd.
- Attended parent conflict resolution meeting with Kate and James.
- A concern was raised regarding U11 C2 goalies and potential AP goalie. I am working with the coach and manager to resolve the issue. The team has a number of players who are sharing the goalie position, they will be reaching out for some assistance with goalie development.

In camera 9:23

Out of camera 9:34

- Some concerns re player development have been raised on a few different teams. I plan to speak with Caymen to review his plan for attending practices, as some teams may need to be seen sooner than others.

## Risk Manager's Report

CRCs: the paper ones come directly to Adora's house because they are confidential. The electronic ones come directly to her email. Perhaps she can have the CRCs come to the main mailbox. Adam Gibson set that up last year. New safety bags have arrived and been distributed. New bags are blue.



## **Motion to accept the director's reports**

**Kate. Second Christine**

### **New Business:**

#### **8.9. Rep Coordinator- Kate**

Two people have put their names forward. Michelle Smith and Tiffany McNeney  
**Motion to approve Michelle Smith as the rep coordinator. James Wood. Seconded Christine Hardt. All in favour**

#### **8.10. Practice jerseys- Christine**

**Christine Hardt: Motion for Stacy to do up a quote for practice jerseys for U11 and up asap and we can vote in our text chain.**

#### **8.11. Volunteer credentialing process- Christine**

At the manager meeting, we are finding out how much work it is to find out what people have, what do they need, and when do they need to get it done. What we've done in the past, there was a database that had all the information. Christine is willing to create the spreadsheet if Jenise can download the information from the HCR.

#### **8.12. Ice times and Shared Ice- Christine**

The U18 share. 40+ kids on the kids. Wondering if there is a complaint yet from the SCR D because the ice is getting chewed up. Perhaps we can have some younger, smaller teams to share. \*\*Christine to chat with Kendra about it and see what she can find. Extra ice or share with smaller, younger kids.

#### **8.13. Request to Cancel Public Skate-Mel**

Covered in Ways and Means report

#### **8.14. 50 Years of Hockey Update-Mel**

Covered in Ways and Means report

#### **8.15. Development standards in Co-Ed, Female and Rep programming**

**Discussion-Kate**

**Pinned**



**8.16. Member Suggestion Box-Kate**  
**Pinned**

**8.17. Approval of DOHO invoices**

**Motion to approve DOHO invoice 002 and Caymen's invoice for the August U18 Development camp.**

**Kate: I'd like to make a motion to approve Caymen's director of Hockey Operations invoice for the months of August and September in the amount of \$5140.00 as well as his invoice for the August U18 Development Camp in the amount of \$1000.00**

**Reviewed and approved.**

**Melissa Tripp: Motion to spend up to \$1500 to cover costs for 4 goalie sessions with Boston Bilous from the Tsunami and associations. This will occur during the regularly scheduled U11C team's ice, however the missed ice will be re-distributed between the teams equitably.**

**Second Kate**

**Passed**

**Adjourned: 10:05 pm**

**Next Meeting Tuesday November 12 6:30 at GACC**

**Task List**

Christine Hardt: To work with Kendra to find ice to split the U18 teams so they are not sharing the ice.

**Pinned:**

Jersey Storage

Development standards Rep, house, female

Member suggestion box