



## SUNSHINE COAST MINOR HOCKEY ASSOCIATION

### Executive Meeting Minutes

November 12, 2025 | 6:30 PM

GACC, Gibsons, BC

1. **Call to Order: 6:36 PM**
2. **Land Acknowledgement: James**
3. **Approval of Agenda 1<sup>st</sup> Jenise / 2<sup>nd</sup> Jon / Amended/Carried/Defeated**
4. **Approval of Previous Minutes (Sept 10) 1<sup>st</sup> Jenise/ 2<sup>nd</sup> Tiffany / Amended/Carried/Defeated**
5. **Approval of Previous Minutes (Oct 15) 1<sup>st</sup> Tiffany / 2<sup>nd</sup> Jenise / Amended/Carried/Defeated**
6. **Business Arising from Previous Minutes | Action Items**
7. **Director's Reports:**

#### a. President's Report

I attended a Lions Gate league meeting on October 20th. It was mentioned that game locations must be included on TPN forms. For teams needing a replacement goalie, they must go a division lower first before looking at a goalie from another team in the same division. Goalies also have to play league priority over rep games as affiliates. We also spoke about u7/u9 and the need to follow the pathway. U7/U9 can't play exhibitions outside LG until league play starts. They also must play associations of same size for exhibitions. Schedules are out now for u7/u9. Game sheets need to be submitted right away and signed yourself. Not using a cell phone to do the scoresheet was also brought forward.

I had a meeting with Tom Poulton on October 24th. We have heard from the SCR D that there have been complaints from staff having to put away training aids from various user groups at both facilities. This has been communicated with all of our coaches. The SCR D is also working on new signage for the facilities including zero tolerance for spitting and the use of balls/ pucks outside of the playing surface.

I attended a PCAHA lunchbox meeting on November 4th. The abuse of volunteers within the PCAHA executive was brought forward. They are spending countless hours dealing with this and are finding it difficult to do the work that is expected of them as well. It seems that individual associations are dealing with more issues of concern themselves. U9 major/minor has also been a big issue for associations with parents/ players new to the evaluation process. We also spoke about a U13 top flight proposal that is in the works. It could potentially host 10-12 zone teams. There are a lot of details to work out to get this for a vote to the associations. Travel to the USA for league games was mentioned and that we are still following the most current past bulletin.

I had another meeting with Tom on November 7th. Training aid cleanup is much better. The mini concession's at the facilities was brought forward and that the SCR D would like the team managers to let Tom know when they are happening so that staff can be aware. Tom asked about our use of ice after the First Shift is finished. The SCR D would be glad to take it back for pond hockey. We are also at 24.5 hours of black ice so far this current season. He is going to send me a black ice spreadsheet. We also spoke about the Tsunami Junior team and their need for ice during playoffs. Their last regular season game is February 22nd and they will be in the playoffs. They are hoping that all user

groups can work with the junior team since they have priority with the ice being allocated already. I mentioned the concerns that our coaches have with limiting the options for our goalie's to warm up before games with the new rules that the SCRCD is putting forward with the new signage. Tom is going to look into my solution of allowing certain approved and supervised activities.

I distributed the league flight placements to all of our "A" stream teams as well as our rep coordinator. I also helped with a placement dispute that was ultimately left unchanged.

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

### **General Overview**

Overall, the season is progressing well across all divisions. Teams are settling into routines, and early-season adjustments are being managed effectively. Communication between managers, coaches, and division coordinators has been consistent, and I appreciate the efforts being made to maintain positive environments both on and off the ice.

I want to remind all divisions that any concerns or complaints should continue to follow the proper channels through team managers, division coordinators, and then to the executive if needed. This helps ensure issues are addressed constructively and fairly.

### **Coaching and Conduct**

There has been a minor uptick in informal chatter and concerns regarding coaching approaches in some divisions. I encourage ongoing communication and professionalism between coaches, parents, and players.

In the U11A division, one concern was brought forward regarding a coach's conduct. I met with the coach directly, discussed the issue, and heard their perspective. The matter was resolved through conversation and understanding, with no further action required.

### **Player Movement**

Player movement this month was limited but handled appropriately. In the U13 division, one player was reassigned from U13A to U13C at the parents' request. A corresponding U13C player moved up to maintain balance. This was managed collaboratively with coaches and division staff.

### **Discipline and League Correspondence**

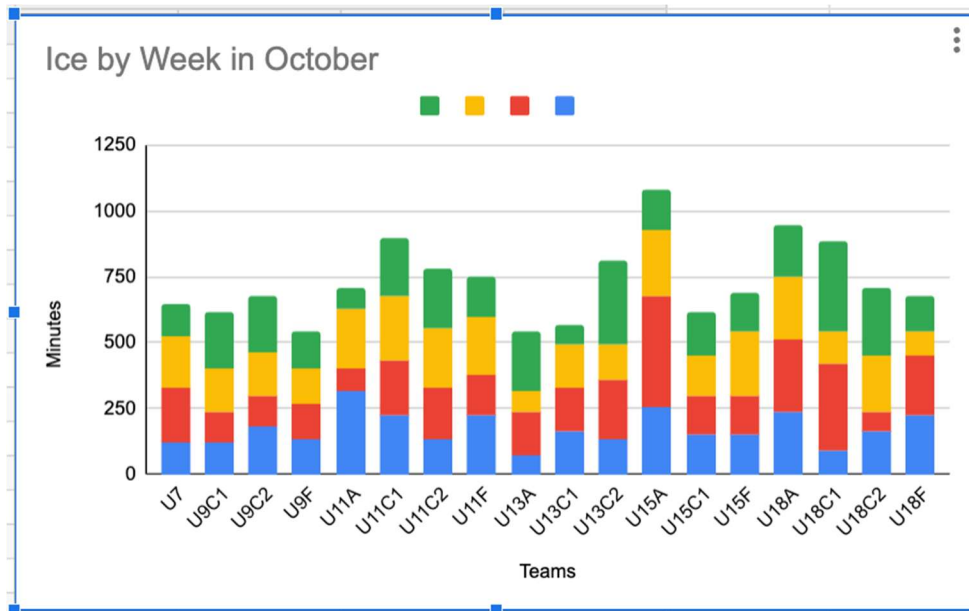
At the U18A level, a team manager reached out about a suspension appeal. The PCAHA Managing Director supported the referee's on-ice decision, but I remain in contact with the league to seek a review or possible downgrade of the original call.

### **Positive Notes**

- U15A continues to operate smoothly with no concerns reported.
- Several divisions have shown great sportsmanship and cooperation at recent home games.
- Appreciation is extended to all volunteers, officials, and coordinators who continue to dedicate significant time to make the season run successfully.

## **c. Ice Schedulers Report**

Minutes by team:



Median minutes/team: 698 minutes in October. This is exclusive of games. U15A was the outlier high, u13A outlier low.

Summary: Mostly things are working but dealing with a LOT of dark ice; averaging 3 hrs a week. Consistently the weekend ice times are not taken, same with any mornings.

Opportunities:

- Solved the Thursday AM ice (thanks to Mel, Kori in particular), with Sunrise ice happening at SCA and Elphi taking alternating Thursdays at GACC; this has NOT solved finding ice for u18C teams.
- It has been *exceedingly difficult* to make use of the weekend conflict ice times - we are often having 2-3 dark-ice sheets every weekend.
- Core schedules have dropped for A, F teams & U9s, ~3 outstanding conflict games
- Have begun proactively reaching out to teams re:weekend dark ice, some success.

#### SCRD Communications

Status: *Green*

Summary: in regular, weekly communications with SCR D about scheduling, ongoing plan for weekly mutual updates and ice-availability. Meeting fortnightly for status update with Tom

Opportunities:

- What's happening with the First Shift ice after it's done? SCR D wants for stick & Puck.
- Mel: have you replied to SCR D re: Spring ice?

Notes from Sep SCR D meets:

- Holidays- Steve and Tom reviewed draft holiday schedule and seem to have it finalized- Tom sent Steve new draft - Steve to confirm (steve to confirm by Monday, Nov 17 EoD)
- TTHE would like to move to GACC for the Team Canda sledge hockey demo, due to accessibility 7:30-8:45pm on the ice - Steve will make adjustments, confirmed (March)
- Wednesdays SCA – Change beginning next week SCM H off ice at 9:00pm – confirmed
- Last minute schedule changes – contact Tom Fridays before 3:30pm – confirmed
- Wednesdays GACC after First shift - Steve to ask SCM H reps the plans for the ice after First Shift is finished in January- SCR D will take back to offer Pond Hockey/Stick & Puck
- Spring Ice? Based on no responses from SCM H the ice seems to be confirmed for the Spring
- Nov 28 and Nov 30 Coast Tsunami schedule mishap – Thanks to Steve for noticing and informing the schedule change 😊
- SCM H website – Steve to send weekly schedule to operators as well as Linda & Tom, they find it useful

#### Proposed Holiday Schedule

Mon Dec 22: 5-7:45pm @ GACC & @ SCA  
Tue Dec 23: 5-7:45pm @ GACC & @ SCA  
Sat Dec 27: 9-2:15, 4:15-7:30 @ GACC; 1-8pm @ SCA  
Sun Dec 28: 12:45-7:15 @ GACC; 9-1:45 @ SCA  
Mon Dec 29: 5-7:45pm @ GACC & @ SCA  
Mon Dec 30: 5-7:45pm @ GACC & @ SCA  
Fri Jan 2: 5-7:45pm @ GACC & @ SCA  
Sat Jan 3: 9-2:15 @ GACC; 1-8pm @ SCA  
Sun Jan 4: 12:45-7:15 @ GACC; 7-12:45 @ SCA

#### Questions/Actions

- Is the proposed Holiday Schedule good?
- Has the board reviewed/requested Spring ice?
- 1H45min ice time for practice was damaging ice, shortened practice/permit to 90 min after discussion with team, SCRD.
- Should I *rebuild* the schedule post xmas break to find additional ice times for U18s? Will result in more shared ice but is close of the season and with the break, could easily remix for post-holiday break.

#### **d. Fundraising and Events**

##### **Tournaments**

- The U11C and U11 Female tournament schedules have been released, and planning is underway. Full of 12 teams. Schedule in spordle now.
- U13C is still waiting on 2 more to pay
- U9 Minor / U9 Female & U7 Minor - few more to pay
- U13A tournament full with 8 teams

##### **Sponsorship**

- All Sponsors have now been confirmed for the season
- U7 - Tim Hortons
- U11A Eco Hazmat
- U11 Female First Response
- U13A Hanson Land and Sea
- U15A Jenkins Construction
- U15A West Coast Logos
- U15 Female Top Cat Services
- U18A Source for Sports
- U18A Second Sponsor Custom Flooring
- U18 Female Coast Wide Fire and Flood
- U18C Scotiabank

##### **Camps & Development**

- Camp November 10th was well attended 41 attendees, 2 more than October camp
- Next camp Dec 27 / 28 with Caymen
- Goalie coach seminar TBA
- Goalie sessions ongoing very good attendance 15 plus each session
- Ref session organization with Kori and Aspen - 12 attended

##### **Blues Store**

- Curated Christmas store with some new offerings. Store is currently open and set to close on the 24th.
- West Logos will have some increased things available starting after that

##### **Tsunami**

- Minor Hockey night November 30th

- Working on development sessions for Wednesday ice once First shift is done

**Raffle**

- Raffle application approved and tickets ordered

**Dark ice whatsapp group formed**

- Just getting up and running but Steve will post available ice on Thursdays

**e. Registrar's Report**

Here is the updated registration numbers:

[REDACTED]		
U7	22	
U9	27	
U9F	14	
U11A	14	1
U11	35	
U11F	15	
U13A	15	2
U13	24	4
U15A	18	1
U15	16	1
U15F	14	1
U18A	16	1
U18	31	4
U18F	18	1
WD/Dup	12	1
[REDACTED]		

[REDACTED]

First shift players are starting to come in. I've got another 2 at least on the go for U7.

**Credentials:**

Been focusing on credentials right now, as the deadlines are fast approaching (Dec 1 for A teams and Dec 15 for C). Currently, we are missing the following:

- U7: Clear
- U9C1: Safety, Assistant Coaches (none on roster, one safety pending credentials)
- U9C2: Clear
- U9F: Manager - all credentials
- U11A: Assistant Coach - Coach 2 w/U11 Module
- U11C1: Clear
- U11C2: Clear
- U11F: Clear
- U13A: Assistant Coach - Dev 1 part 2
- U13C1: Head Coach - Checking
- U13C2: Head Coach - Checking, Assistant Coach - Coach 2 w/U13 Module
- U15A: 2 Assistant Coaches - Dev 1, Safety - recert safety course

U15C: Assistant Coach - Coach 2 w/U15 Module  
 U15F: Clear  
 U18A: Clear and Approved by BC Hockey  
 U18C1: Clear  
 U18C2: 2 safeties - Recert Safety course  
 U18F: Clear

Teams have been made aware of deadlines, available courses, and what all needs to be done. I will send out another reminder next week, especially for the A teams (the Dev 1 courses are currently scheduled for Nov 22 so I'll see if any of them make those before we look at what else is available).

I did get clarification from PCAHA on the Jr Hockey players and required credentials. This is what they said: Anyone routinely assisting would require credentials. Players assisting as a one-off do not. They do, however, require credentialed supervision while on the ice.

**f. Treasurer's Report**

**Budget & Financial Reports**

- See PDF of P&L and Report
- See PDF for Budget to Actual report for YTD comparative figures
- U18A Four Official System Pilot Project - to discuss whether this was factored into the existing budget for 25/26 and if not the impact this will have on the 25/26 budget.
- Team development funds
  - o DOHO ice session - should teams be charged out of their \$500 development fund for Caymen helping at practices or should this be considered part of regular DOHO fees?
  - o Should teams be charged for "dryland"/team building use of meeting rooms?

**Banking**

- Still waiting on online access to gaming account
- Current balances:
  - o ~\$221K in main account
  - o ~\$41K in Gaming account

**Receivables**

- Prior season invoices and registration fees receivable – no change since August
  - o Invoices are still ~\$2,735.07
  - o Registration fees ~\$3,162.18
  - o Will review/discuss with registrar before next meeting and determine follow up/write off provisions to be proposed
- Prior season Registration \$3,162.18

**Revenues**

As at November 12th this is the breakdown of registration fees (includes paid and unpaid):					
Name	Signups	Collected	Balance	Total	
October 13 Skills with Braedan Cross	39	\$1,170.00	\$0.00	<b>\$1,170.00</b>	
September 2 Try Hockey U7-U13	11	\$0.00	\$0.00	<b>\$0.00</b>	
September 2 Pro D Camp	22	\$660.00	\$0.00	<b>\$660.00</b>	
August Hitting Clinic	28	\$0.00	\$0.00	<b>\$0.00</b>	
Rep Prep	70	\$4,260.00	\$0.00	<b>\$4,260.00</b>	
Coach Enio Summer Skills	31	\$1,800.00	\$0.00	<b>\$1,800.00</b>	
U7-U11 Summer Skills with Caymen	29	\$4,350.00	\$0.00	<b>\$4,350.00</b>	

Female Skills with Micah Zandee-Hart	31	\$1,860.00	\$0.00	<b>\$1,860.00</b>	
2025-2026 Player Registration	308	\$188,863.30	\$62,180.19	<b>\$251,043.49</b>	Balance = payment plans
<b>Total</b>		<b>\$202,963.30</b>	<b>\$62,180.19</b>	<b>\$265,143.49</b>	

### **g. Secretary's Report**

Nothing to report.

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

U11,15,18 all completed their balancing in Oct.

Regular season Flights

U11-Red

U15-Gold

U18-Blue

All coaches are happy with their placement. PCAHA will re-evaluate at the end of Dec to see if any changes need to be made.

Mid season meetings

U9- Met with coaches and manager. Team is working on exhibition games and tournament forms.

Coaches and managers are happy with the season so far and are excited to start playing exhibition games.

Team received a new player and are excited to grow the team

U11- Balancing was a struggle with having to be placed in a higher tier due to our over age players. I am happy they stuck it out and have now been moved down to the red flight where they will see more competitive games. The team is currently sourcing new goalies as their current goalie was injured at school and will be out for 6 weeks.

Met with the coach and manager to go over the season so far. Had great feedback on the coaches program that was introduced this year.

U15- Team is doing great so far this season. Met with the team manager to go over balancing and ask any questions. Everything is running smoothly. Coach has been taking advantage of the coaching program Caymen introduced and had no complaints on the season so far.

U18- Team is finding its groove. Always a bit challenging with a large team. Again the coach loves the new coaching program introduced this season.

I have arranged a group trip to the Dec 6 PWHL game for all 4 teams. Looking forward to getting most of the teams out to this event.

I also spoke with a representative with PWHL about a Female clinic in March. This will see some PWHL Vancouver players on the ice with our girls 1-1.5 hours. followed by a meet and greet, autographs and pictures.

Funding for the Esso camp was approved by BC Hockey for March break. This will be great as new players will register through a link with BC hockey and will receive a Hockey Canada number right away. This will allow for players to register in June with our early bird and will eliminate unread emails and prevent us losing out on new player registration.

Attended PCAHA Female committee meeting last month.

Key points in the meeting

- Balancing - this season team placement was smooth.

- Discussed the U15 AA program- this league will continue next season and we may see more academies join. Some associations feel it is harming our U15A program and diluting the U15 pools.

-U18 A has 3 tiers this year.

- great turn out for our manager/coaches meetings.

Other projects

- Nov/Dec Blues News has gone out.
- Continuing with game posters for social media
- worked with Melissa and Aspen to get the last ref clinic up and running.
- home and visitor stickers for GACC penalty boxes were installed.

Next up

- Planning U18 female vs Women's game over winter break
- Looking into Bring a friend ice time for U9/U11 teams over winter break.
- Female mentor ice over Winter break.
- Starting to think about Spring programing and camps.

### **i. Equipment Manager's Report**

Jersey's Update:

- U9C team blue's jerseys received and distributed to both teams

Safety Update:

- Additional safety supplies to be ordered

New Items/SCRD Update:

None

### **j. Director of Recreation Report**

**Mid-season check-ins:** Between now and next Board meeting in December, I will begin checking in with the managers of the C teams to see how the season is going - what's going well, what's not going great, and any feedback/comments they would like to share. I will try to do this a few times during the season so they feel they are supported.

#### **8. New Business:**

- U18C Ice
- P & P – will meet again in the new year.
- RIC transition for next year

#### **9. Next Meeting date: Dec 10 – SCA, 6:30**

#### **10. Adjournment: 8:58 pm**