



STITTSVILLE MINOR HOCKEY ASSOCIATION

Stittsville Minor Hockey Association

Tuesday, November 19th, 2019

Stittsville Legion

Attendance:

Scott Phelan*	Neil Farr*	Fiona Livingstone*	Scott Driscoll*
Serge Vallieres	Terry Foley*	Ryan Goodwin*	Chris Salisbury*
Rob Lomas*	Chris St. Germain*	Scott Rogers*	Mike Groves*
Shari Kneen	James Moser	Nicole Brooks	Deanne Ferguson
Jimm Cluff			

Regrets:

*denotes voting Executive members

1. Call to Order

Meeting was called to order at 7:05pm with Scott Phelan chairing.

a) Approval of Agenda

A motion was made (Neil Farr/Scott Rogers) to approve the agenda.

Motion Approved

b) Approval of Minutes

A motion was made was made (Chris Salisbury/Scott Rogers) to approve Council Meeting Minutes for May 2019 and October 2019.

Motion Approved

c) Conflict of Interest

Quorum was established, voting members acknowledged and a potential conflict declared (Neil Farr) as it relates to the Crossing Bridge request.

2. President - D4 + LCMHL + SMHA Update – Scott Phelan

LCMHL

- Affiliations document for emergency goalies has been finalized. An electronic copy has been posted to the Lanark website.
- Certain age levels has been seen to have disparity (example: Atom B with Almonte having past rep B players on their team). They are in second place.

D4

- Penalty minutes are increasing in both Bantam & Midget.
- TTM still has a few issues at the Minor Bantam level. District / HEO Minor are aware of this and working through it.
- Reporting of suspensions – they need to be entered correctly.
- New Payroll system – Costco Payments were implemented across D4. Quick to implement and automated many manual processes that were in place. A total of 135 payment occurred with 4 failures.
- Hockey Canada met in Montreal over the weekend. The membership approved a regulation change proposed by the board of directors to revise the naming of the age divisions used in minor hockey across Canada. The age divisions will become U7, U9, U11 through to U21, impacting all minor and female hockey programs under the Hockey Canada umbrella. The change was initiated by Hockey Canada and its 13 provincial and territorial members and will be implemented nationally with their input and support for the 2020-21 season. Refer to Hockey Canada website for more information.
- As well, 41 rule changes were approved (not all have been published yet). New dressing policies for all Associations to address male, female, gender neutral requirements.
- Novice – ½ Ice board service agreement with the City of Ottawa. Associations with half boards will be notified. Neil to connect with Riley Manufacturing to see what warranty we have.
- Atom Pathways Hockey Program – over the summer the transition will occur. The Atom Pathway is a progressive, learn-to-play teaching curriculum and is an important component in the transition from the Novice Pathway (and serves as preparation into the Peewee Pathway). The Atom Pathway consists of four phases of instruction, designed for players graduating from Novice hockey and for entry-level hockey players who may start playing hockey at this age level. The Atom Pathway curriculum introduces, develops and refines the skills of skating, passing, puck control and shooting in a progressive, step-by-step manner. Certain milestones need to be accomplished. We are looking for a Champion to help at the District Level (Parent or Convenor - not Coach, is being requested). If you know someone, please bring their names forward.
- HEO hearings - 17 to-date. D4 has had 2 of them. Video is becoming increasingly more important, as more and more is being recorded. Note that in some cases, if the video shows something that should have been called and wasn't, it may be dismissed. Should a SMHA hearing be challenged and they wish to go to District, it is \$150 and you need to serve District with 72 hours.
- Same goes for Officials related complaints. No less than 24 hours and no more than 72 hours can go by without appealing.

- There is a difference between appealing an infraction given to a player or coach and complaining about a referee. The lines occasionally blur as recently seen with 4 cases in D4 over the past weekend, where a complaint was brought forward about the referee but the coaches really wanted to dispute the infractions.
- Verbal Abuse – 107 in Branch. 73 fights.
- Transfer out of Branch. HEO / District & Associations are looking into limiting the number going in and out. Nepean is losing upwards of \$50,000 by having their Association transfer outside players.
- Referee / Bench staff meeting – to resume in December or early in the new year. Need to improve discussions with both parties.
- Checking from Behind (CFB) – 159 (October - 90 / November – 69)
- Novice – whistle blows when goals are scored. Soft whistle will continue to start in this month.
- Effective November 20th - CFB MP 50 you will get an extra one from district.
- “Fill the Fridge Campaign” – bins will be set up in our rinks from December 6th to December 8th, to accept non-perishable food donations to help our community over the holiday season.

SMHA

- Board positions for next year - think about what you would like to do. For those of you up for elections, you're all welcome back. If you know someone who would be interested in joining our Council, please advise the Council at a future meeting.
- As previously mentioned, please take a look at position job descriptions for accuracy and content. Consider if some roles are doing too much, too little and/or do we need to look at re-writing certain job descriptions.
- Gender Identity Training (GIT) – 37 of 61 teams responded. Email went out originally November 7th
 - 5 IP
 - 1 Novice
 - 8 Atom
 - 10 Peewee
 - 5 Bantam
 - 5 Midget
 - 4 Competitive teams
- Volunteer of the Month Award – we would like to start this program again commencing next month.
- The President is also looking to set up one-on-one's with each Council member, and will ask that members look to set up a time that is convenient.

3. VP Finance Report – Chris St. Germain

As at October 31st, the Association had \$28,665.81 in the operating account, \$121,798.93 in the savings account, and \$500,000 in GICs. As at November 16th, the balances are \$37,742.01 in the operating account, \$81,798.93 in the savings account and \$400,000 in GICs. The reduction in the GICs is due to needing to cash in some to take care of ice and referee advance payments. Over the next several months, the GICs will be cashed in to take care of ice payments and referee payments.

Updated financial results for the house and competitive programs based on revenues and expenses to date were shared. The following are some comments on each one in addition to the notes on the statements:

House

Registration revenue is significantly higher than budgeted by \$28,657, which will provide a buffer for higher than expected costs;

- We have operated several clinics and are awaiting funds from HEO;
- The funds from the golf tournament have not yet been received - a follow up email has been sent to the Canadian Golf and Country Club - the proceeds exceeded \$5,000;
- We are awaiting payment from HEO for the Novice rink board support;
- The tournaments are doing well as it relates to registration, thus generating strong “other income” that was not included in the budget;
- We've received the first invoice for the HEO insurance and there will be a second invoice in February;
- All Convenors are asked to get any further coach development and trainer course costs in for processing so that we can determine if we have a line item savings;
- No further credit card costs are expected so there is a savings of \$15,000 for the year;
- Overall, the financial results are very positive and it is expected that we will see a much higher surplus than originally budgeted.

Competitive

- The RAMS social was held in early November and it generated over \$3,000 in profit;
- Total revenue is \$5,600 higher than budget;
- Extra jerseys were purchased resulting in a higher cost of approximately \$3,500 over the budget;
- Insurance and equipment costs have been fully allocated, which means a combined savings of \$2,000; and,
- We are still waiting for referee costs for September and October.
- As noted above, we have yet to receive payment from the golf tournament.

Crossing Bridge Community Association Request

(Neil Farr left for this portion of the meeting due to a potential conflict; members were reminded to excuse themselves if they were a member of the Crossing Bridge Association due a conflict of interest)

- SMHA received a request for some funding (no specific amount) for the outdoor rink (ODR) at A. Lorne Cassidy School, specifically to support upgrades to the changeroom for the ODR.
- In exchange for the funding, the SMHA logo would be painted on the wall.

- The request was presented to Council to allow them to make a decision on this matter, and the request was discussed. It was noted that there are many ODRs within our community and that supporting a specific request may not be a good use of funds at this time.

No motion was put forward by any of the voting members after the discussion related to the request. Therefore, the request was not supported by Council.

4. VP Operations – Fiona Livingstone

Ice

- All ice has been distributed to Convenors through to the end of the regular season. Convenors are working with the Ice Scheduler to ensure that we have maximum use of ice. This past weekend was difficult as many teams were in tournaments, so ice was not in high demand.

Officials

- Scheduling is going well - will run into some issues with timekeepers for the tournament Friday as it's a school day. Reminder to Convenors to remind coaches to ensure that all TTM reports have a GIR filed as well. If it is missing, we need to follow-up with the referee. If there are any other referee issues, please let the VP Operations know.

Equipment

- All equipment has been issued for the season. We will be looking at goalie equipment left in the locker to determine needs for next season. Novice jerseys are in very rough shape - need to determine future roster sizes and team numbers and look at new jerseys for next season. Would like to look for a sponsor for Novice that would be put right on the jersey.

We will be looking for new locker space over the winter that is climate controlled. Our current space is not ideal.

5. VP Support Services – Terry Foley

Registrar

- No update.

Clinics

- No update.

Web and Comms

- No update.

Tournaments

- Peewee tournament this past week. Atom this coming weekend.

Risk and Safety

- Twenty-one (21) bench staff suspensions were issued due to no PRC or expired PRCs. We received feedback from some coaches that they had submitted their PRCs to their respective Convenor but it did not get forwarded to the RSO.
- Hearings have taken place across D4 for parent behaviour. There is a zero-tolerance approach being taken and lengthy suspensions are being given to parents. Please remind your parents that there are consequences for inappropriate behaviour at the rinks.
- There have been lots of TTM reports coming in for in game incidents

6. Director of Hockey Development – Neil Farr

- IP/Novice social is booked for November 23 at the Barley Mow. Pro2Col has donated 2 sets of hoodies - one for Novice, and one for IP as a draw/door prize.
- There was a discussion on the status of the bench staff insurance rules guideline that will be put together and posted on SMHA website.

IP

- No updates.

Novice

- We received notice from the City of Ottawa that one of the 3rd games in the '3 game block' of home games ran late, so the divider board breakdown happened during the ice resurfacing time window. Issued email to all Novice program Coaches & Managers clarifying the '3 game block' games start/finish times and a general update on the boards setup/takedown system. 3rd game is now ending 10 minutes before flood resulting in some games being cut short.
- Plan to hold mid-season Novice Program feedback meeting with team head coaches to allow us to fine-tune our '3 game block' system in the next few weeks. One change discussed is to plan for 5-minute boards breakdown time instead of 10 minutes to allow extra 5 minutes of buffer time to get last game completed in the '3 game block'.
- Need to discuss updating home game start times to actual times in the LCMHL system. At the start of the year a decision was made to not change the game start times (from the standard on-the-hour) in the scheduling system for the '3 game block' for simplicity's sake as the first game is 10 minutes late, middle game is on time, last game is 10 minutes early. Received recent feedback that this adds confusion for referees and visiting teams. An early oversight was not formally meeting with referees to review the implementation of the '3 game block' system including game timing, etc.

7. Director of House – Atom/Pewee – Mike Groves

Atom

- It was noted the one team is too strong, however there is nothing that can be done this year.
- Atom 'C' affiliation is a problem, as options to draw from do not exist.
- Consideration for a tiering system was raised, as it is tough for some teams to find tournaments.

Pewee

- There was an issue with one of the coaches that we will need to address.

- A discussion was held around goalies, affiliations, and whether or not a player can play as goalie – the concern being around the assessments not taking into account the different positions (and whether or not the “level” remains appropriate).

8. Director of House – Bantam / Midget / Juvenile – Chris Salisbury

Bantam

- In Bantam B there are three teams that are struggling - two of which have no wins (one has a tie). One Bantam B team is stronger than the others with no losses or ties. The Bantam C team is struggling (particularly against Almonte Pakenham and Perth Lanark) with no wins or ties over 6 games. Bantam A teams seem to be doing okay. Changes will be proposed for next season.

Midget

- Midget A level - concerns around penalty minutes for OR and PL with average being over 20 mins/game (twice that of the other three Associations).
- Midget B - some disparity between teams with 2 Stittsville teams being stronger than the others.

Overall

- SMHA at the higher levels show a lack of defence both in numbers and skill. Should consider promoting the position and enhancing coaching at the younger levels.

9. Governance – Scott Driscoll

A number of potential changes to the governance aspects of the SMHA Council meetings were raised for consideration, to be implemented in 2020.

Agenda

- The draft agenda for the monthly meeting will be sent out earlier, along with a request for any additional items to be added. The intent would be to send the agenda out before individual reports are submitted.
- There will be an addition of a ‘consent agenda’ portion to each monthly agenda to deal with non-controversial, recurring approvals.
- Voting items will be clearly identified in the agenda.

Reports

- A standardized template will be provided for the respective Council member reports to ensure consistency of content and format, as well as to make it clear if actions are required.
- Reports will be appended to the minutes to form part of the official record and posted on the website with the minutes.
- Reports should be crafted in a manner that takes into consideration that they will be posted on the website and form part of the official minutes.

Minutes

- Will be issued on a more timely basis.
- Reports will be appended to the minutes, and the minutes will capture the relevant discussion and points raised at the relevant Council meeting.

- An 'Action Items Log' will be created to clearly document takeaways as well as ownership of items to ensure items are addressed appropriately, and on a timely basis. A review of the Action Items Log will become an agenda item.

10. Adjournment

A motion was made (Terry Foley/Rob Lomas) to adjourn the meeting at 8:38pm.

Motion Approved.

11. In-Camera Session

A brief in-camera meeting was held with Voting Members.