



# STITTSTVILLE MINOR HOCKEY ASSOCIATION

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**Stittsville Minor Hockey Association  
Management Council Monthly Meeting – Tuesday, August 31, 2021  
7:00PM – VIRTUAL MEETING**

**Attendance:**

|                   |               |                 |               |
|-------------------|---------------|-----------------|---------------|
| Scott Phelan*     | Emily Parent* | Neil Farr*      | Rob Rae*      |
| Terry Foley*      | Rob Lomas*    | Rick Slobodian* | Holly Foley   |
| Bruce MacAllister | Bill Corcoran | Bethany Roy     | Joe Discher   |
| Leanne Simpson    | Rob Stewart   | Lee Pothier     | Nicole Brooks |
| Robert Metcalfe   | Marie Coté    | Deanne Ferguson |               |

\*denotes voting Executive members

**1. Call to Order**

Meeting was called to order at 7:04PM with Scott Phelan chairing. Deanne Ferguson was asked to take minutes.

**a) Approval of Agenda**

*A motion was made to approve the proposed agenda. (Rob Lomas, Terry Foley)*

*Motion Approved*

**b) Approval of Minutes**

*There were no outstanding Minutes to approve.*

*Not Applicable*

**c) Conflict of Interest**

Quorum was established, voting members acknowledged and no conflicts declared.

## **2. President Update – Scott Phelan**

The President's Report was delivered during the meeting. Some of the key highlights discussed included:

Mr. Phelan expressed the vital role volunteers play in the success of the association and thanked those at the meeting for the contributions.

Mr. Phelan identified that the council meets at least once per month which surpasses the guidelines set out.

There was a discussion on the feasibility of SMHA hosting a U21 season. It was agreed to canvas another week to generate interest after which time, if the numbers remain low, SMHA would not take any further action in fielding a team this year. It was the council's unanimous decision that players would be given the option to release to give them the best chance to get on teams with other associations. SMHA will look to canvas and market this age group to increase awareness and offer the program in the future.

Mr. Phelan asked the convenors to provide updates on their coaching prospects. It was identified that there may be gaps in U 7 and U11 house B but both Mr. Corcoran and Mr. MacAllister expect to be able to shuffle some assistant coaches to the head coaching role.

Mr. Phelan identified that SMHA will finalize our registration and team numbers in the next two week and will present it to the League.

It was discussed that Ms. Milbury is looking into a RAMS Day Parent Social at Barley Mow and that a return of the IP/Novice Social is also being considered.

It was mentioned that the competitive conditioning had some last-minute registrations and aside from U10, tryout numbers are good.

Mr. Phelan asked the convenors to identify their goalie situations. It was determined there are several shortages in U11 and U13 and U15 expects to be short 1 goalie.

It was noted that the new Hockey Canada registration system has affected the validity of PRCs for volunteers. While the dates on the PRC's are correct, the certificates are showing as expired when they are still active. Ms. Simpson is working with her counterparts to rectify the issue but is still waiting for updates. The validity of the certificates may have to be a manual process.

It was recommended that convenors communicate with their bench staff to ensure each position holds the proper certification as no one will be able to be rostered without proof of certification.

Mr. Phelan advised council that HEO is currently not mandating vaccinations for players or on-ice helpers and that those decisions can be made at the League and Association levels. It was the view of council that SMHA follow the guidance from the governing body and not deviate from Ottawa Public Health guidelines. Therefore, SMHA will not, at this time, require vaccinations in age-appropriate groups. However, it was noted for away tournaments, such as Quebec, it should be communicated to teams that players who are not vaccinated will not be able to play.

There was a discussion on the increasing number of transfer outs that have occurred over the last few years in SMHA. It was noted that there is a policy in place that doesn't seem to be applied. It was discussed that the wording in the policy may need to be revised or a firmer stance on transfer outs should be looked at. The council agreed that better communication needs to take place between associations on transfers and that SMHA needs to balance the needs of the organization with the development of the players. It was also discussed that maybe there should be a sub-committee to review transfer requests.

### **3. VP Finance – Emily Parent**

The VP Finance Report was submitted in advance of the meeting and is attached.

Ms. Parent identified the requirement for an independent audit committee that is required to review transactions every two months. Mr. Rae, Ms. Roy and Mr. Pothier have agreed to volunteer in this role for the season.

Ms. Parent updated council on the investment options for excess funds to which have been added to the savings account. After discussions with the bank manager, it was determined this was the best option to accrue interest while not locking in the funds.

Ms. Parent mentioned that Beckwith and Sensplex ice have been paid.



### **4. VP Operations – Rob Rae**

The VP Operations Report was submitted in advance of the meeting and is attached.

Mr. Rae confirmed the novice jerseys and socks have been delivered and Pro2Col has been paid.

It was discussed that goalie equipment will be distributed prior to house conditioning and Mr. Lomas will set up a goalie night with a bag for every team.

The JLA storage locker has been cleaned up with some older stuff discarded. Excess trophies to be taken to Mementos for recycling. All historical finances/paper files older than 7 years are to be shredded.

Mr. Rae noted that ice was sold to Titans and an invoice needs to be created.

Mr. Rae discussed that ice returns were completed on August 15<sup>th</sup> for the first half of the season and the preliminary ice for the 2<sup>nd</sup> half of the season is expected soon.

Mr. Rae noted that league game ice has been booked and that Beckwith ice starts September 1, 2021.

Mr. Rae clarified the issue with the 2 blocks of 3-hour ice at Cardel B has been resolved.

Mr. Stewart shared there has been a significant reduction in experienced officials and timekeepers. It needs to be communicated prior to the season that there will be no tolerance for a lack of respect to the officials and coaches need to be mindful of the age of the officials.



## **5. VP Support Services – Terry Foley**

The VP Support Services Report was submitted in advance of the meeting and is attached.

Mr. Foley noted that registration numbers are changing daily.

Mr. Metcalfe discussed from the Health and Safety perspective, that capacity limits are posted in the building but it is not being policed and it is the responsibility of each team. He reiterated the requirement for players to wear masks up until ice time and that coaches need to wear a mask while behind the bench but not on the ice.

Mr. Metcalfe reminded council that attendance has to be taken and retained for 30 days. Attendance will be a team responsibility.

Mr. Foley noted that it is a passive screening approach this year and Covid Forms will not be required.



## **6. Director of Competitive – Scott Rogers**

The Director of Competitive Report was submitted in advance of the meeting and is attached.

Mr. Rogers was not in attendance.



## **7. Director of Development (U7/U9) – Neil Farr**

The Director of Development Report was submitted in advance of the meeting and is attached.

Mr. Farr requested information on the U7/U9 geographic restrictions so he can share with his coaches.

Mr. Farr identified that he would require 13 jerseys/team for the novice group.



## **8. Director of House – James Moser**

The Director of House Report was submitted in advance of the meeting and is attached.

Mr. Moser was not in attendance.



## **9. Director of Senior House (U15-21) – Rick Slobodian**

The Director of Senior House (U15-U21) Report was submitted in advance of the meeting and is attached.

Ms. Roy identified that she does not have enough players at the Bantam level to field a C team, as a result, SMHA will not have a Bantam C team this year.



## **10. New Business**

Mr. Slobodian suggested the association provide incentives to increase interest in goalie positions. Mr. Lomas identified that he and Mr. Rogers will likely form a committee to determine the best way forward.

Ms. Simpson asked for clarity on how long to accept waitlisted registrations. It was agreed to continue to accept them until convenors firm up their numbers and are able to advise.

## **11. Adjournment**

***A motion was made to adjourn the meeting at 9:43PM. (Rob Lomas/Terry Foley)***

***Motion Approved.***