



COQUITLAM

MINOR HOCKEY

**COQUITLAM MINOR HOCKEY ASSOCIATION
EXECUTIVE MEETING
2025-04-08
Poirier, Rm 2, 7:30pm**

Voting Members Present:

**President - Ashleigh Turner
2VP – Tiffany Simms
3VP – Mike Botic
Risk Manager – Amanda Dishaw
Coach Coordinator – Ryan Newman
Events and Engagement Coordinator -Julie Kim
Equipment Manager – Don Simms
Treasurer – Eryn Tite
U15C – Dennis Oh
U13C – Jen Bradley
U11C – Sandy Chan
U9C - Louise Nagy (Exited at 9:30pm)
U7C & 4VP– Darryl Stickler (Exited at 9:11pm)**

Voting Members Not Present:

U18C & 1VP – Michelle Valente

Non-Voting Members Present:

Admin Coordinator - Hanna Vandereijk

Agenda

Call to order: 7:38pm

1. Minutes of Previous Meetings + Agenda Approval

**MOTION: To approve the Agenda as presented
MOTIONED: x1
SECONDED: x1
ALL IN FAVOUR
MOTION CARRIED**

**MOTION: To approve the previous Meeting Minutes as presented
MOTIONED: x1
SECONDED: x1
ALL IN FAVOUR
MOTION CARRIED**

2. Chair Address

i) **U11/U13 Update** - The board will review the All Star Showcase information provided from Ashleigh and any questions/concerns will be brought back to PCAHA. More information will be provided next week by PCAHA. A motion will be presented at the AGM to be voted on.

ii) **U16 Rep Discussion** - Only 6 PCAHA Associations have mentioned they are interested so far in this. Ashleigh will attend a meeting next week for further information.

iii) **Coach Ratification Vote Discussion** - Names of those who voted will be recorded internally, and numbers will be recorded for public minutes.

iv) **Board Position Interest** - Reminder to board members to note if they will be returning/would like to return for next season. This isn't mandatory, but it would assist in the recruitment process.

3. Unfinished Business

i) **Authorized Communicator Policy Discussion** - The motion presented will be reworded by Ashleigh and brought back to the board for review and a vote.

4. New Business

a) Email Motion 03/06/2025

MOTION: To provide the U15 A1 team with the discussed amount in funding from surplus Tryout Fees to cover the cost of their coaches' travel expenses.

MOTIONED: x1

SECONDED: x1

IN FAVOUR: x8

MOTION CARRIED

b) Email Motion 03/05/2025

MOTION: To adopt the new rep coach application process for 2025-2026
CMHA Coach Applications

MOTIONED: x1

SECONDED: x1

IN FAVOUR: x5

OPPOSED: x5

MOTION PAUSED

c) Email motion 03/09/2025

**Motion #2025-03-09-001_Rep Coach Selection Policy
Process Amendment**

MOTION: To amend the proposed policy and process for selecting Rep Coaches:

[CMHA Rep Hockey Coach Application Process AMENDMENT](#)

MOTIONED: x1

SECONDED: x1

IN FAVOUR: x10

OPPOSED: x1 - Requested the amendment to speak of an "incumbent Identified" indicating that an internal candidate has been pre-identified for the role, but the organization is still conducting a formal recruitment process.

MOTION CARRIED

d) Email motion 03/11/2025

MOTION: To appoint Darryl Stickler to the 4vp role until the AGM
MOTIONED: x1
SECONDED: x1
IN FAVOUR: x12
ABSTAINING: x1
MOTION CARRIED

e) MOTION: To Include In-Camera Session Duration in Meeting Minutes
That the Coquitlam Minor Hockey Association (CMHA) Board of Directors
include the start and end time, or total duration, of each in-camera session in
the official meeting minutes provided to the membership, while maintaining
confidentiality of the discussion content.

MOTIONED: x1
SECONDED: x1
IN FAVOUR: x8
OPPOSED: x4
ABSTAINING: x1
MOTIONED CARRIED

5. Reports

a) Administrative Coordinator - Report was emailed out to the board for review

b) Coach Coordinator

i) Email motion 03/21/2025

MOTION: To ratify Dave Holmes for the position of head coach for the U18A1
team for the upcoming season
MOTIONED: x1
SECONDED: x1
IN FAVOUR: x9
ABSTAINED: x1
MOTION CARRIED

ii) Email motion 03/22/2025

MOTION: To ratify Ryan Dorohoy for the position of head coach for the U13A1
team for the upcoming season
MOTIONED: x1
SECONDED: x1
IN FAVOUR: x9
ABSTAINED: x2
MOTION CARRIED

iii) Email motion 03/31/2025

MOTION: To ratify Kyle Ponte as the U15A2 Head Coach for the 2025-26
Season
MOTIONED: x1
SECONDED: x1
IN FAVOUR: x8

ABSTAINING: x3
MOTION CARRIED

iv) Email motion 03/31/2025

MOTION: To ratify Jake Wensley as the U18A2 Head Coach for the 2025-26 Season

MOTIONED: x1
SECONDED: x1
IN FAVOUR: x9
MOTION CARRIED

v) Email motion 03/31/2025

MOTION: To ratify Jason Mann as the U11A1 Head Coach for the 2025-26 Season

MOTIONED: x1
SECONDED: x1
IN FAVOUR: x7
ABSTAINED: 3
MOTION CARRIED

vi) MOTION: To ratify Ben Doucette as the U13A2 Head Coach for the 2025-26 Season

MOTIONED: x1
SECONDED: x1
IN FAVOUR: x10
ABSTAINING: x2
MOTION CARRIED

***Don isn't present for this motion**

b) Development Coordinator/Development Committee - The Development Coordinator report was emailed out to the board for review.

c) Equipment Manager

i) Equipment Returns - This was tough, as it was one day due to provincials and spring break. We got mostly everything back, and we're just waiting for confirmation from a few teams.

ii) Quotes have come in for jerseys, pucks and pinnies. We will be set for next year.

d) Treasurer

i) MOTION: To update the jersey policy sections, as per below, of this [document](#)

Proposed wording:

3. Each player will submit two Jersey deposit cheques in the amount of \$200.00 each, post-dated to April 15th of the following calendar year. The Team Manager or designate will collect jersey deposit cheques once all players are placed on to their initial teams or groups. The Team Manager or designate will submit all cheques by October 15th to the CMHA Treasurer with the completed Team Equipment Form. Any player that does not provide jersey deposit cheques will be removed from participating in any hockey activity by the VP until the cheques are received.

Proposed wording:

5. Each player will be responsible for maintaining their jerseys throughout the season. ABSOLUTELY NO HEMMING OR ALTERING OF THE JERSEYS IS PERMITTED. Failure to return the jerseys in good condition at the end of each season will result in the deposit cheque being cashed. If returned in good condition within the time allowed, the deposit cheque will be destroyed. • "Good condition" is defined as no rips, tears, holes, or signs of mold. • Game related jersey damage must be reported to the team equipment manager as it happens.

MOTIONED: x1

SECONDED: x1

IN FAVOUR: x11

MOTION CARRIED

ii) MOTION: To introduce an Early Bird Discount of \$50 per player if registration is completed before July 1. As of July 1, fees will increase by \$50 per player to the regular rate.

MOTIONED: x1

SECONDED: x1

IN FAVOUR: x11

MOTION CARRIED

iii) MOTION: To change the date of the New Player registration opening date from early July (dates vary from year to year) to June 15.

MOTIONED: x1

SECONDED: x1

IN FAVOUR: x11

MOTION CARRIED

iv) MOTION: To update the cancellation/withdrawal policy as per proposed wording

Proposed wording:

A. Regular Season Registration Refund Policy

Deadlines:

- Up to and including Aug 15 – 100% refund of Base Registration Fee, less \$50 Administration Fee**
- Aug 16-Sept 15 – 75% refund of Base Registration Fee, less \$50 Administration Fee**
- Sept 16-Nov 15 – 50% refund of Base Registration Fee, less \$50 Administration Fee**
- On Nov 16th or later – NO REFUND**

Additional Conditions:

1. As noted on the Fees and Payments tab, all Rep Tryout Fees are non-refundable, UNLESS YOU ARE AN EXTERNAL TRYOUT HOLD REGISTRANT. In that case ONLY, withdrawals must be requested before Aug 1 to qualify for a refund.

2. These deadlines refer to when the Cancellation Form was submitted, not when the reason for the withdrawal occurred.

3. Any refund request that requests a higher refund amount than what falls within the above deadlines may be reviewed by the Executive Board, and the Board reserves the right to grant or decline a refund request for a higher amount outside of these deadlines, based on a test of whether the reason provided in the Cancellation Form is out of the player's control, or if it is a choice to withdraw.

a. Medical or hardship issues may be considered valid reasons for Board review of a higher refund amount.

i. For an illness or injury that precludes an entire season of playing hockey, a medical doctor's note MUST accompany the request. Any cost of this will be borne by the withdrawing player's family.

ii. For a hardship issue, some supporting document will need to accompany the request that indicates how the loss of the registration funds being refunded at the higher rate will create a hardship on the family.

iii. The occurrence of either a medical condition or a hardship issue will be defined as "the Event".

b. Refund requests for amounts higher than what they are eligible for within the above deadlines due to disagreement with any CMHA Policy, Process, Custom, Rule, or Bylaw will not be considered valid and the deadlines above will apply.

c. If a higher amount is granted, the amount will be the next earlier deadline's percentage. Ie (FOR EXAMPLE PURPOSES ONLY), if a Cancellation Form is received Oct 15 but the Event occurred Aug 10, and this prevented all participation, the 100% (less \$50 admin fee) rate may be granted, instead of the 75% rate.

i. CAVEAT: Any participation in hockey between the Event occurring and the Cancellation Form being submitted will make the request ineligible for a Board review of the refund rate, and the refund will follow the bulleted schedule in Section A.

d. Only the reason in the Cancellation Form, plus any doctor's notes or other supporting documents, will be used in the review of the Refund request.

B. Development (any season) Registrations Refund Policy:

- All fees, less a \$25 admin fee, will be refunded up to 3 weeks before the posted start date of the camp.**
 - For example purposes only: If the start date is Aug 12, refunds will only be issued if you withdraw on or before July 22.**

- **No refund 3 weeks less a day prior to the posted start date of the camp.**
 - **As per example above, if you withdraw on or after July 23, you would not get a refund.**

- **Medical conditions or extenuating circumstances that occur within the 3 week timeline accompanied with a doctor's note will be considered on an individual basis, less \$25 admin fee.**
 - **Only the reason in the Cancellation Form, plus any medical doctor's notes or other supporting third party documents, will be used in the review of the Refund request.**

**MOTIONED: x1
SECONDED: x1
IN FAVOUR: x11
MOTION CARRIED**

e) Risk Manager

i) Coquitlam Indoor Athletics Association recently had a meeting and is requesting information from the City. The relevance for CMHA is visibility for Planet Ice in terms of ownership/long term plan and for ice safety. The 2nd is in terms of ice surfaces and the allocation between user groups.

g) Events and Engagement Coordinator

i) Awards Night is tomorrow. Thank you to Craig who has agreed to MC again.

Meeting Adjourn – 10:29pm

Next Meeting – May 6, 2025