



Kanata Minor Hockey Association

2021/22 AGM (virtual) April 19, 2022

Quorum has been met

[In Attendance](#)

Erin Murphy- President
Mark De Verno -VP Hockey Programs
Chad Mariage- VP Communications
Treasurer- Chris Greenwood
Director at Large Risk and Safety- William Burnie
Director at Large Officials/AAA/AA /A/B League Rep -Nik McLean
District Chair- Ralph Petersen

[Invited Guests](#)

Annette Jensen, Manager MKP Accounting Professionals

Meeting is called to order 7:12 pm

[Erin Murphy](#)

Meeting is being recorded for the purpose of minuet taking. Everyone is reminded that this AGM is being done as a webinar, all in attendance will not have their audio on or video, if you have a question during the question period, please raise your hand and your audio will be turned on so that you may speak.

Voting will be done virtually, when it is time to vote a pop up will appear on your screen asking the motion question, you will be asked to the vote. Voting results will be calculated and shown instantaneously.

I would like to thank everyone for taking the time to attend this AGM

Adopt Minutes

MOTION 1 – Adopt minutes from 2019/20 AGM

1st Stena Bergeron, 2nd by Matt Fuller

Motion carried

MOTION 2- adopt minutes from the 2020/21 AGM

1st Matt Fuller, 2nd Julie Totten

Motion carried

Presidents Report- Erin Murphy

This season began with optimism of returning to hockey normalcy as league`s were started, tryouts/short outs began, tournaments planned albeit with a few Covid restrictions/policies in place. Then unfortunately, we were faced with another shut down due to the emergence of the Omicron variant which resulted in a change to completing our season.

Our registration numbers did drop this season compared to pre Covid seasons, as was the case with other Associations in the HEO Branch, that caused us to ice fewer teams at both our house and competitive level.

This season Hockey Canada did implement the U11 Pathway Program. This program was scheduled to begin last season and is designed around player development with pre-skates prior to tryouts or sort outs and a practice to game ratio.

As you know there has been a change in president this year, this was due to HEO's new conflict of interest rule. I want to thank Ralph for everything he has done in this role.

To our Board of Directors, General Manager, Committee members, Head Coach`s, Assistant Coach`s, Goalie Coach`s, Trainer`s, Safety officers and all other team volunteer`s, I want to say “**Thank You**” for all the many hours you dedicated to making this season one to remember. A typical season does require a large amount of work from our volunteers, with the added impact of Covid, this season had many additional challenges, and your efforts are truly appreciated.

Our AGM does mark the end of the current season and the process of planning for next season does begin. I wish everyone has an awesome summer and I look forward to seeing you back in the arena`s next season.

Financial Statement Report- Annette Jensen MKP Accounting Professionals

We have audited the financial statements of Kanata Minor Hockey Association, which comprise the statements of financial position as at April 30, 2021 and April 30, 2020 and the statements of fund operations and changes in net assets (operating and capital asset fund) and statement of cash flows for the years then ended, and notes to the financial statements, including a summary of significant accounting policies. In our opinion, except for the effect of the matter described in the Basis for Qualified Opinion paragraph, these financial statements present fairly, in all material respects, the financial position of Kanata Minor Hockey Association as at April 30, 2021 and April 30, 2020 and the results of its operations and cash flows for the years then ended, in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Qualified Opinion We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Organization, in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion. In common with many similar organizations, the Association derives revenues from fundraising activities, the completeness of which is not susceptible of satisfactory audit verification. Accordingly, our verification of these revenues was limited to the amounts recorded in the records of the Association and we were not able to determine whether any adjustments might be necessary to fundraising revenues, excess of revenues over expenses, assets and net assets.

Treasurer- Chris Greenwood

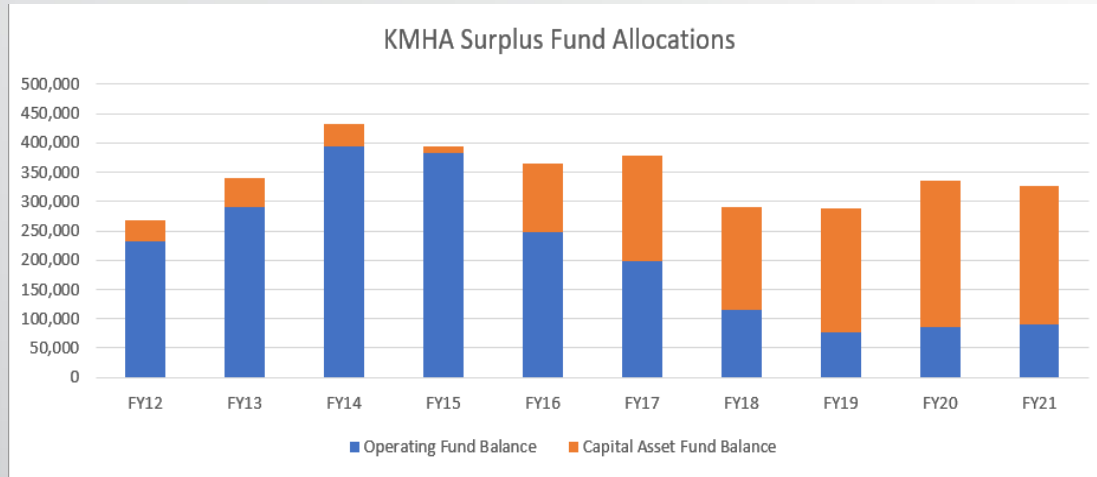


KMHA AGM

FINANCIAL REVIEW

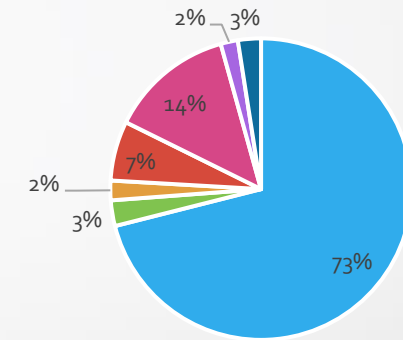
2022

The year that was...2021



| KMHA Surplus Fund Allocations | FY12 | FY13 | FY14 | FY15 | FY16 | FY17 | FY18 | FY19 | FY20 | FY21 |
|-----------------------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Operating Fund Balance | 232,259 | 289,432 | 393,552 | 382,886 | 248,360 | 197,222 | 115,765 | 77,155 | 85,611 | 90,970 |
| Capital Asset Fund Balance | 34,640 | 49,549 | 38,478 | 10,242 | 116,436 | 180,035 | 174,467 | 211,543 | 249,885 | 234,404 |
| TOTAL FUND BALANCES | 266,899 | 338,981 | 432,030 | 393,128 | 364,796 | 377,257 | 290,232 | 288,698 | 335,496 | 325,374 |

FY21 % Fee Breakdown

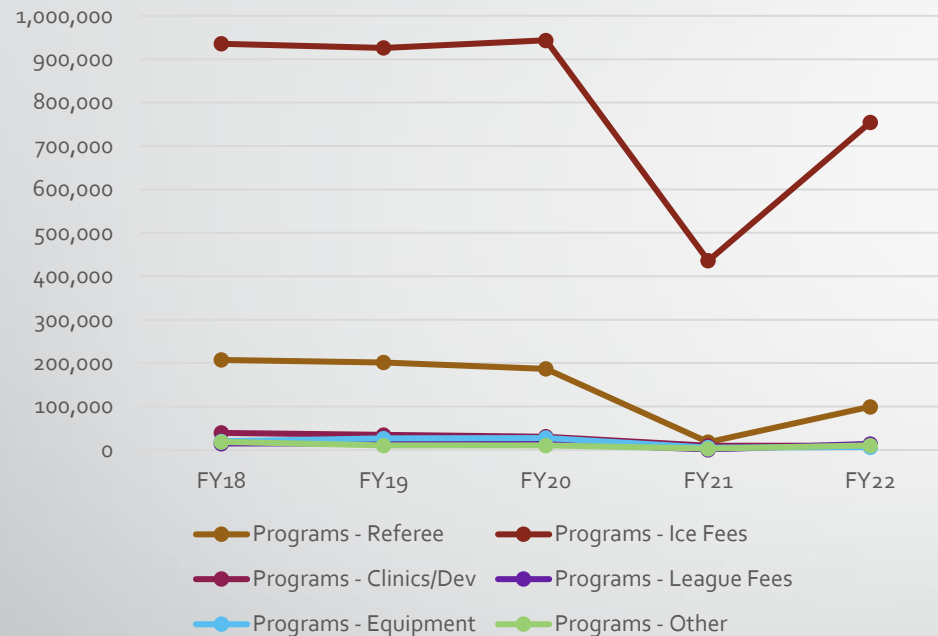


- Ice Costs (Net)
- Officials (Net)
- Programming (Net)
- Insurance
- Administration
- Bank & Merchant
- Jerseys & Equipment

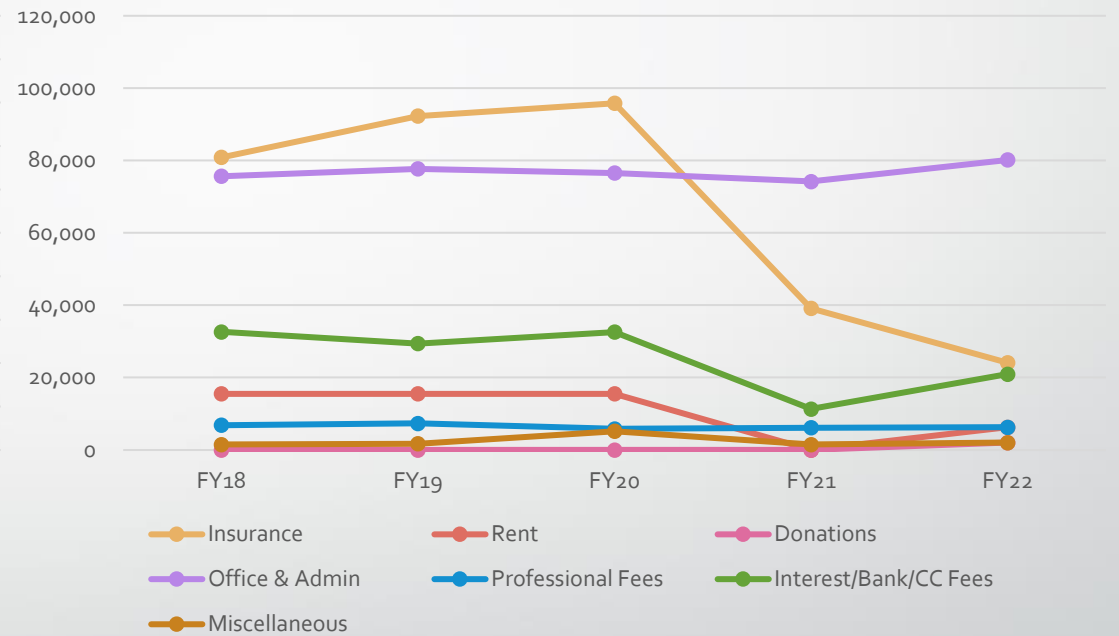
- Operating Fund contains \$40,000 CEBA loan to be repaid in 2022
- Capital Asset Fund is less than \$275K target, no contributions in FY21

The year just wrapping up...2022

KMHA 5 Year Program Cost Comparison to 2022
FORECAST



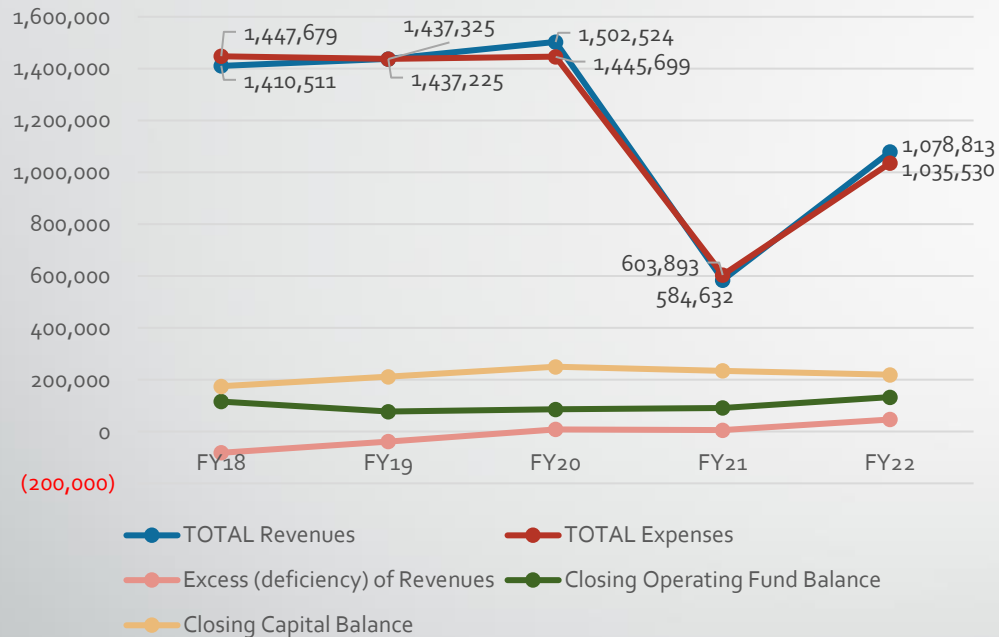
KMHA 5 Year Administration Cost Comparison to 2022
FORECAST



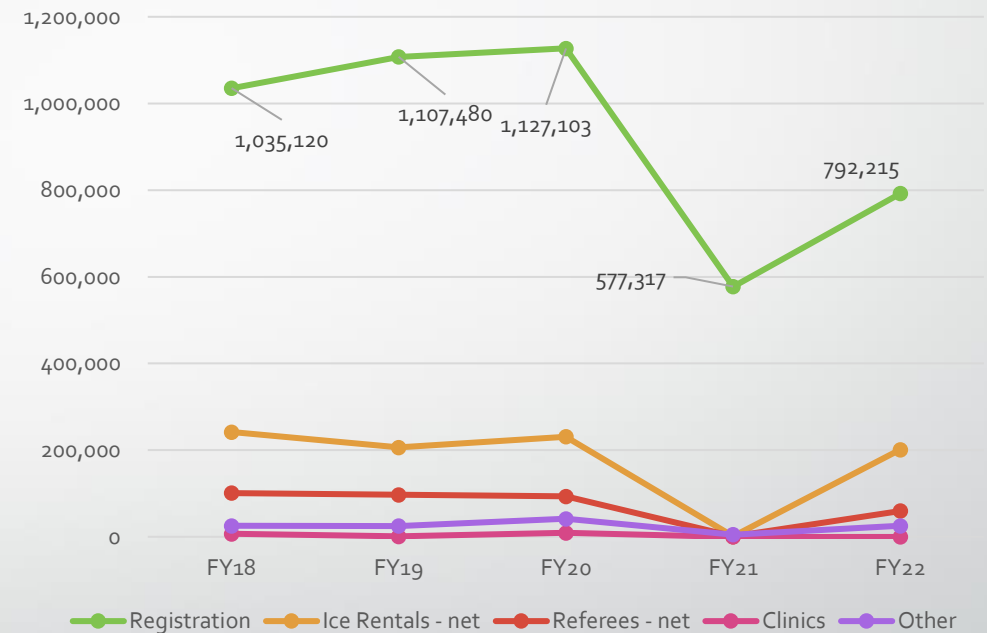
- Program Costs are mostly variable and mirror revenues
- Office & Professional Fees are fixed, other costs are variable
- Insurance linked directly to original registrations (higher in 2021)

The year just wrapping up...2022

KMHA 5 Year Historical Summary to 2022
FORECAST



KMHA 5 Year Revenue Comparison to 2022
FORECAST



- Profits will return for FY22 after fees were increased to offset rising costs
- Revenues will rebound 50% to pre-COVID revenues, down 29% from 2020
- No Capital Asset contributions are planned for FY22 to repay loan

VP Hockey Programs- Mark De Verno

In July 2021, Ontario moved to Stage 3 of the roadmap to Reopen for the COVID pandemic. Under the guidance of Ottawa Public Health (OPH) and Hockey of Eastern Ontario (HEO), the association moved to a modified “return to normal”. Programs moved to our regular offerings, without cohorts, but with modified health guidelines. The VP of Hockey Programs underwent a midseason change. On August 20th, 2021, the previous VP Hockey Programs stepped down from the role. The role remained vacant until December 9th, 2021, at which time Mark De Verno was appointed by the Board of Directors.

Division Composition:

Our hockey program fields a total of 82 teams: 16 Competitive and 66 House League.

For house league, KMHA attempts to follow the recommended 20-40-20 split due to our registration numbers. Mark Plunkett and Erin Nagy took on the role of House League Coordinator. The team composition by division was:

| Division | C | B | A | Convenor | Notes |
|----------|---|---|---|-------------------|---|
| U7* | 2 | 3 | 2 | James Holland | Teams are not officially classified as House A, B, C. Instead, they are sorted into like skill usually comprising of Beginner, Intermediate, Advanced |
| U9** | 3 | 6 | 3 | Sophie Yao | U9 uses the official Hockey Canada division naming of Tier 2, 3, 4. Tier 2 represents A, 3 B, and 4 C |
| U11 | 3 | 5 | 3 | Stena Bergeron | |
| U13 | 3 | 7 | 4 | William Burnie | |
| U15 | 3 | 5 | 3 | Chantal Plunkett | |
| U18 | 0 | 7 | 4 | Cara-Leigh Wyllie | |
| | | | | | |

For competitive, fielded the following with the Rep Coach Coordinator being Phil Morey:

| Division | B | A | AA | Notes |
|----------|---|---|----|---|
| U9 | 0 | 0 | 2 | Official Tier 1 (not AA) under Hockey Canada’s guidelines |
| U10 | 0 | 1 | 0 | No AA league for U10. No coach placement for B. |
| U11 | 1 | 0 | 1 | U11A was cancelled in mid-August |
| U12 | 1 | 0 | 1 | |
| U13 | 1 | 0 | 1 | |
| U14 | 1 | 0 | 1 | |
| U15 | 1 | 0 | 1 | |
| U16 | 1 | 0 | 1 | |
| U18 | 0 | 0 | 1 | |

Sort-outs:

Sort-outs proceeded as normal with standardized plan implemented before COVID.

The U11 Pathway program was initiated this year across HEO. All players, even those in competitive, were not allowed to try or sort out until the first week after school. Additionally, each player was offered 4 skill sessions beforehand. There were some turnout issues that we will investigate in the upcoming year.

Regular Season:

The season proceeded until the Christmas break with no stoppages due to the pandemic. The emergence of the Omicron variant and the strict response by OPH did cause disruption. Some games needed to be rescheduled, and affiliation was not recommended due to safety concerns.

Hockey was suspended for an extended time after the Christmas break. Due to this, House League teams lost between 20-25% of their allocated ice times. After the suspension, the season proceeded as normal, with no major impacts.

Competitive teams were able to complete their full game schedule through an extended season.

Playoffs:

House League playoffs proceeded under past formatting.

Competitive playoffs were first cancelled, then brought back in response to feedback to the leagues. Formats were modified to accommodate the extended season.

Tournaments:

Many associations did not host tournaments this year due to the pandemic. Even then, some tournaments were cancelled.

Coaches were invited to record their tournament results and recommendations in a shared document. The aim is to assist coaches in next year's tournament selections. To date, approximately 20% of the teams have responded.

Team Surveys:

The surveys have been renamed, and re-aimed, to focus less on the coaches, and more on the team and player development. The topics covered were Development, Team Staff, Team Policies, Tryouts / Sort-outs. It was the first-time surveys have been issued since the 2019-2020 season.

The objective is to help improve the programs, forming strategic plans, and building a solid knowledge base. The surveys continued to remain anonymous to encourage honest responses.

Initiatives:

KMHA is happy to announce that we have applied to host the First Shift program. This will help introduce many families to the sport of hockey and bring them into the association.

KMHA has also been invited to apply for HEO's Legacy Fund grant. While we have not applied yet, there are some ideas that have been proposed to use the grant for advertisements, half-ice boards, and new goalie gear.

Mentorship:

Positions were held by Kelly Holden (Coach Mentor) and Trevor Ethier (Goal Convenor/Mentor). Despite reaching out, coaches did not take up their offers. Kelly and Trevor thoughts on how to increase the reach and impact of these roles have been passed on to the Development Committee.

Player and Goalie Development:

Full-time goalies received (2) free sessions at Dave Stathos.

In the past, KMHA had evaluated the impact of increasing player development through either a) directly providing players additional development sessions, or b) providing coaches additional training. The evaluations favored the later. However, this year the portion of the budget allocated for coach development went unused. The VP Hockey Programs vacancy at the start of the year, and timing of the COVID suspension at Christmas, prevented a reasonable execution plan.

Development Committee:

In March 2022 the development committee kickstarted after a call-out to the members. The goals of the committee are:

1. Make recommendations to improve the Goals, Objectives, Priorities and Content of KMHA Programs
2. Improve support for Coaches in terms of Training, Player Development, Practices, and Gameday
3. Recommend a suitable candidate for the Development Coordinator to the KMHA Board

The committee is comprised of John Ostapyk, Jason Bosomworth, Derek Miller, Dave Stathos, Trevor Ethier, Chantale Woodley, and Mark De Verno. Members were chosen for their experience in sport and community. The committee is still in its early phase and have met three times.

Volunteer Appreciation Night:

The restrictions being relaxed by the Premier have unfortunately been too late to properly host an in-person Volunteer Appreciation Night. However, awards will be given out this year!

Acknowledgements:

Without the hundreds of dedicated individuals our hockey programs would not be able to run. There are significant commitments that go into coaching, managing, and looking after the teams. Thank you for all your time, effective, and dedication!

Operating behind the scenes, I'd like to thank our convenors James Holland (U7), Sophie Yao (U9), Stena Bergeron (U11), William Burnie (U13), Chantal Plunkett (U15), and Cara-Leigh Wyllie (U18), and Trevor Ethier (Goalie). Mark Plunkett and Erin Nagy did a fantastic job of coordinating House League and Phil Morey with Competitive. Finally, big thanks to Nic McLean for dealing with the leagues, and Kelly Holden as Coach Mentor.

Mark De Verno

VP - Hockey Programs

Kanata Minor Hockey Association

VP Operations, Erin Murphy

I would like to thank all of the volunteers from this past season. A lot of hours go into the positions they held and I could not have asked for a better team

Louise Foley for everything she has done as our Equipment Manager.

Ralph Peterson as our ice scheduler again this year

Louise Foley and Vanessa Fuller as our registrars

Registration for this year, we had a total of 1184 players and 86 goalies registered for this past season

Unfortunately, we were unable to hold our Bantam tournament this year. We are really hoping to have this next season.

VP Communicating- Chad Mariage

Communication

Since taking over the role in December 2021, I have attempted to ensure a social media presence that is user friendly and adapted to the respective social media platforms. A critical use for the various platforms in the past year has been to communicate decisions of the board as it relates to COVID-19 measures, HEO programs and policy guidance and to inform member of key events and milestones achieved within the KMHA.

One of the objectives I set for this role was to amplify the good work not only of our players on the ice but their community work off the ice. Such stories as the pajama drive, various food drives and other community involvement has been important to highlight the good things our teams do for their community. The other pillar of the objective is to highlight the amazing work our volunteers and staff do and it is expected that this practice continues and is amplified even more.

As the KMHA returns to a new normal, social media and communications in general will continue to play a pivotal role in ensuring members are informed. As current VP Communications I would encourage members to send any suggestions to improve our presence or communications in general to vpcommunications@kmha.ca.

Sponsorship

We had 5 association sponsors this season and I want to take a moment to thank them for their support. They are:

Thank you to our sponsor



Canadian Tire - Kanata
8181 Campeau Dr
Kanata, ON K2T 1B7

Thank you to our sponsor



1106 Klondike Rd
Kanata, ON K2K 0G1

Thank you to our sponsor



700 Eagleson Road
Kanata ON K2M 2G9

Thank you to our sponsor



Pro Hockey Life - Kanata
140 Roland Michener Dr
Kanata, ON K2T 1K4

Thank you to our sponsor



4055 Carling Ave Unit #9,
Kanata, ON, K2K 2A4

A review of the sponsorship package should begin in the new term with a view of recruiting additional sponsors for the benefit of the KMHA and its players.

If any members wish to become a sponsor or know of any business that would like to discuss sponsorship, please have them contact vpcommunications@kmha.ca.

Director at Large Risk and Safety- William Burnie

The 2021/22 hockey season, for the most part was as close to possible a normal hockey season. Although we started the season operating under the same COVID-19 rules and protocols from the previous season, some were relaxed, some were eventually dropped and new ones were added.

With the return of gameplay, as Association we saw increase in infections and outbreaks amongst teams that could traced back to tournaments and league play. But for the most part, as an Association we were able to keep the outbreaks localized to a few teams.

As Director for Risk and Safety, I will like to extend a special thank you to all those that volunteered to help their respective teams as the Team Safety Officer and/or Team Greeter. When the province instituted its Proof of Vaccination regulation, you were thrust into performing a task that a team volunteer should not have been required to do.

Finally, the past two seasons have been difficult. Thank you to all of the members for their cooperation as we worked to keep the kids on the ice and safe.

Director at Large -officials Portfolio Nik McLean

2021-2022 Director-a-Large-Officials Portfolio Year-end Report

This past season was a challenging one for everyone involved. I want to thank all the players, coaches and parents for their patience as we managed to get through the season with a few breaks and the uncertainty of how the season would end.

The Myers AAA program was well represented this year with the U13, U14 and U15 teams all making it to the finals. Congratulations to the U15 team who will be representing HEO at the All-Ontario Championships. We look forward to the addition of the U12 division next year.

The AA/A League saw a fair number of challenges this season battling through a variety of COVID stoppages and the initial cancellation of the playoffs. We were able to put together a plan to get a playoff schedule together with all teams participating. Congratulations to the U 18 AA team for winning the playoffs. I thank you for your patience and I look forward to next season.

The B League wasn't short of its' COVID challenges, but we were successful in getting a full schedule in for all teams. Congratulations to the U12 team on their strong playoff performance. We are looking forward to next season.

The Officiating Program had a challenging year due to COVID. There was a shortage of officials which made for some challenges to get games covered across HEO. We want to thank all the

managers and coaches for their patience and understanding this season. We saw several of our officials move up into the Junior Hockey program. Congratulations to Jared Lipski for winning official of the month for HEO.

I look forward to next season. Nik

District Chair -Ralph Petersen

The season started in a more traditional way then the previous year due to Covid and as such, Hockey Eastern Ontario (HEO) had a busy year implementing a couple of new policies. Below are a couple of new policies implemented by HEO.

HEO is committed to contributing to the physical, psychological, social, and spiritual health of individuals of varying abilities, backgrounds, and interests. HEO firmly believes that only when sport environments are safe and inclusive can these values be realized. Participants in HEO's programming should have the reasonable expectation that HEO will provide an environment that is safe, accessible, inclusive and is free from all forms of Maltreatment, Bullying and Harassment. In January 2022 HEO implemented policy **6.3 Maltreatment, Bullying and Harassment Protection and Prevention Policy** to provide a safe environment for all participants and to promote a commitment to eliminating Maltreatment, Bullying and Harassment for all Participants through education, awareness, and prevention.

HEO also implemented policy **6.56 Conflict of Interest Policy for Key HEO Positions** to manage real or perceived conflicts of interest in decision-making by restricting the holding of multiple key positions within HEO. This policy will come into effect the start of the 2022-2023 season.

On a programing note, HEO also implemented **6.55 HEO Select Team Program Policy for House League** for U13 – U15 players and added U12 to the AAA league.

Hockey Canada was also busy by adding playing **Rule 11.4 Discrimination** in their firm commitment to making the game safe and inclusive for all who wish to participate.

This season District 11 had 41 game infractions that resulted in participants being suspended for 1 to 5 games, this total was one of the lowest amongst the Districts in our Branch.

Thanks to all the volunteers in making this success!

Sincerely

Ralph Petersen

MOTION 3 To Appoint MKP Professional Accountants to perform the 2021/22 Financial Statement

1st Julie Totten, 2nd by Chris Greenwood

Motion carried

New business

5.06 Qualifications of Directors – Officer Positions (c) currently states

(c) The Vice-President (Operations) shall be a Member and a Director of the Corporation. The Vice-President (Operations) must have served in a management capacity of a minor hockey association for at least two years prior to taking office as Vice-President (Operations).

Proposed to add the following highlight in yellow.

Rational for both proposal

Attracting new volunteers has become an increasingly challenge over the past many seasons and by changing these qualifications it may help attract those who are willing and have volunteered in other sport organizations but not necessarily minor hockey.

(c) The Vice-President (Operations) shall be a Member and a Director of the Corporation. The Vice-President (Operations) must have served in a management capacity of a minor hockey association **or equivalent recognized** minor **sport association** for at least two years prior to taking office as Vice-President (Operations).

Motion 4

1st Chris Kingston, 2nd Sarah Aikman

Motion carried

5.06 Qualifications of Directors – Officer Positions (d) currently states,

(d) The Vice-President (Communications) shall be a Member and a Director of the Corporation. The Vice- President (Communications) must have served in a management capacity of a minor hockey association for at least two years prior to taking office as Vice-President (Communications).

I propose to add the following highlighted in yellow,

(d) The Vice-President (Communications) shall be a Member and a Director of the Corporation. The Vice- President (Communications) must have served in a management capacity of a minor hockey association or equivalent recognized minor sport association for at least two years prior to taking office as Vice-President (Communications).

Motion 5

1st Julie Totten, 2nd Matt Fuller

Motion carried

Election

Motion 6- To cede the floor to District Chair to perform the vote of Board of Director Position

1st Chris Kingston, 2nd 'Cara-Leigh Wyllie

Motion Carried

Positions that have been acclaimed

Treasurer- Chris Greenwood

Director at Large Risk and Safety- William Burnie

Director at Large Officials- Nik McLean

Positions that remain vacant

VP Communications

VP Operations

2 Candidates that have submitted their name for the position for VP Hockey Programs

1- Terry Zanatta

2- Mark De Verno

Election Board of Director Position Vice President Hockey Programs

Poll Launched Results Elected - Terry Zanatta

Motion 7- Return the floor to President Erin Murphy

1st Cara -Leigh Wyllie, 2nd Matt Fuller

Motion carried

Presidents' final thoughts

Thank you to all of those that volunteered this season: coaches, assistant coaches, managers trainers, committee members, we cannot do this without you all- Thank you!

Congratulations to this years' volunteer and coach award recipients

| | |
|--|--|
| U7 Coach of the year | Dave Creech U705 |
| U9 Coach of the year | Kevin Landry and Wayne McCormick U9C2 |
| U11 Coach of the year | Richard Carpentier U11B3 |
| U13 Coach of the year | Chris Barrette U13B6 |
| U15 Coach of the year | Warren Paget U15A1 |
| U18 Coach of the year | Phil Vigneron U18B4 |
| HL Coach of the year | Ken Gordon U18B5 |
| Volunteer of the year | Louise Foley |
| AA/A Coach of the Year | Mario Martel U18AA |
| B Coach of the Year | Steve Macfarlane U11B |
| Competitive Coach of the year | Kelly Holden U12AA |
| Competitive Volunteer of the year | Erin Murphy U15AA |
| Executive of the Year | Ralph Petersen |
| Volunteer of the Year | Phil Morey |
| Paul Van Steen Award | Brian Crook |

Motion 8 adjourn 2021/22 AGM

1st Adam Marshall,

2nd Mark Plunkett

Motion Carried

Adjourned 9:16 pm

Erin Murphy