



PMHA AGM Agenda  
Wednesday April 20<sup>th</sup> 2022  
7:00 pm  
BDO Lobby

1. Call to order
2. Approval of agenda for April 20<sup>th</sup> 2022
3. Adoption of minutes from April 27<sup>th</sup> 2021
4. Business arising from minutes
5. Board of Director's reports
6. New Business
  - 6.1 Proposed By Law Updates
  - 6.2 Elections:
    - President
    - Fundraising/Sponsorship
    - Community Director
    - Risk Management
    - Secretary
    - Equipment Manager (1 year term)
    - Registrar (1 year term)
  - 6.3 Appointment of the Auditor
7. Adjournment

## 5. Board of Directors Reports, Portage Minor Hockey 2021-2022

**President,** Travis Foster

We got to play the whole year!

When our board met in the summer of 2021 we weren't sure what to expect with hockey and the Covid-19 pandemic. It was a feeling of "Are we doing all this work for nothing?" mindset. What a relief to see the kids play out the full year!

For most of the hockey season we had to deal with continual Covid-19 restriction changes handed down by the Province and Hockey Manitoba. I want to thank our PMHA families for their patients and understanding as we navigated through all the changes. Our season began with our annual Hockey Development Program ran by Blaine Boyle. This program was essential this year since many kids hadn't skated for a full year due to the cancellation of hockey the year prior. It took a few skates but kids got right back into the swing of skating and puck handling again.

Our initiation group of players ran as normal from Mid-October to end of February. PMHA formed 5 teams that were looked after by our coordinator LP Nadeau. U9 had 4 teams and was run out of the Central Plains league. Two teams finished their season in the top half of the league sending them to the league playoff.

U9 had the privilege of having a home tournament, however all the other tournaments were cancelled at Christmas due to increasing Covid-19 Cases.

U11 had 3 teams and was also run out of the Central Plains league. All three Portage teams finished in the top half of the Central Plains league and completed for the league banner. Portage Team 3 was crowned victorious. A double rostered Gold and Silver team were also formed over the season to compete at Provincials.

U13 ran their gold team out of the Pembina Valley league where they finished in the top half and lost in the semi-finals.

The two U13 house teams played their first half of the season in the Parkissimo league, but due to the travelling distances and competitiveness they were transferred to the Pembina Valley league after Christmas. Both teams were placed in PV's Bronze division and had a fantastic second half to their season.

U15 played their season in Parkissimo. The distance travelled for the team was a big concern over the year and therefore the board is working on making changes for next year. The team competed well in the league.

Female hockey continues to be a hot topic for PMHA. We have implemented a position on the board as “Female Rep” to coordinate the growth of female hockey. We look forward to seeing registration increasing for girls hockey in years to come.

PMHA took a step back from running its own tournaments last year. A formal agreement was created to let a third party take control of the tournaments. The board voted to approve the “PORTAGE Cup” organization to take on the task. Unfortunately they were only allowed to run the U9 tournament due to Covid-19, but it was a huge success.

PMHA applied to host provincials this past spring. We were chosen to run U15A which turned out to be a very successfully weekend both for players, and spectators. Our local Portage U15 team took home Bronze medals.

Portage also saw U13 gold, U13 Silver and U11 Gold also compete for Provincials in different host cities around the Province.

Overall I believe the season was a huge success. I want to take this time to thank all the coaches, managers, board members, parents, and especially the players for all their hard work and dedication over the season. See you next year!

**Vice President**, Mitch Brennan

Once again, our U9 and U11 teams participated in the Central Plains league, with all teams attending year end playdown weekends and the U11 top-four playdown taking place here in Portage.

In the fall we submitted applications for our U13 Bronze teams to play in the Parkissimo league, and both teams were accepted. However, after a tough first half of travel and some mismatches in the level of competition we asked Pembina Valley and were granted permission to move our U13 Bronze teams there for the second half of the season where they found much more evenly matched games. PMHA paid the full season's fees to Parkissimo and half season's fees to Pembina Valley for these teams.

Our U13 Gold team was accepted to play in the Pembina Valley league at the beginning of the year and played the full season in that league.

Our U15 team started and finished the year playing in the Parkissimo league.

For the 2022-23 season, we have submitted an application to Pembina Valley for all of our U13 teams, as well as our U15 team(s). We're anticipating a final answer on that soon and are optimistic that all teams will be accepted.

**Secretary**, Saima Klippenstein

The 2021-2022 season saw the return of our kids on the ice. In addition to directing communications and documenting Board meetings, I found myself taking the “other duties as assigned” to another level. I attended the new HCR Zoom training with Maria. Although I didn’t act in a registration capacity, I could provide a backup role to support registration if needed.

With minor hockey back on track, it was imperative to update the Criminal Record and Child Abuse Registry Checks per Hockey Manitoba Guidelines for coaching and bench volunteers. I helped in the distribution and collection of forms to ensure PMHA is practicing within the rules of Hockey Manitoba. I was the policy analyst for the PMHA tournaments agreement.

**Treasurer**, Stephanie Northrup

PMHA 2020-2021 Financial Statement has been submitted and posted to the PMHA website.

**Registrar**, Maria Nunn

This year we had 193 Rostered players. This is down 39 players from last year (due to last year being able to ice a U18 male and female team). The 193 players are broken down into the following age groups:

- U7 had 49 rostered players – making up 5 teams (down 1 player from last year but 1 additional team as compared to last year)
- U9 had 47 rostered players – making up 4 U9 house teams – 1 more than last year, and an additional double rostered female team (up 5 players from last year)
- U11 had 37 rostered players (up 2 players from last year)  
Rostered 3 U11 House teams and 2 double rostered Gold and Silver teams.
- U13 had 37 rostered players (up 4 players from last year)  
Rostered 3 U13 teams (2 Bronze and a Gold) and 1 double rostered Silver team
- U15 had 23 rostered players (down 10 players from last year)  
Rostered 1 U15 team (compared to 2 U15 teams last year)

PMHA was the host team application for 4 extended season rosters as well as 1 transitional season roster.

Registration this year was accompanied by a change on the Hockey Canada Registration Program. I attended several lengthy Zoom training sessions. The system came with a lot flaws, and hopefully will be more user friendly for the upcoming registration season. Registration for the 2022/2023 season will be in May. Once again, there will be no cheque or cash payments accepted. All members must register online including “Chance to Play” registrants.

Program	2020-2021 Last Year	2021-2022	Females Registered	% vs Previous year
U7	51	49	15	96
U9	42	47	15	112
U11	33	37	8	112
U13	42	37	1	88
U15	33	23		70
U18	38	0		
Total Registered	239	193	39	

**Fundraising**, Tori Nadeau

This year, due to the COVID-19 pandemic, Operation Red Nose was cancelled. ORN is a considerable fundraiser for PMHA, we are anticipating its return in the future.

Several fundraising opportunities were explored, sponsor bars for four U9 teams helped raise funds. In addition, the return of tournaments in November and March allowed for program sponsors

**PMHA Risk**, Cory Dowd -No report submitted

**Tournament Coordinator**, Crystal Pritchett

The season was up and down the tournament were being trialed by portage cup it will be asessed to what will happen in the 2022-2023 season. PMHA did host the U15 male Provincials it was a good weekend. Hope for a great 2022-2023 hockey season.

**Equipment Director**, Darcy Davis

- Jerseys, puck bags, and equipment was distributed to 19 teams
- New AtoMc jerseys were ordered for next season
- Pucks were replenished at both rinks over the course of the season

**PR Director**, Jamilee Gale

Posts are mostly informational and repetitive of what is emailed out to the membership and posted on the website. Website is running smoothly

**Ice Manager**, Bryan Dion

HDP ran smoothly as we were not limited to a certain number of players on the ice as the previous year. We had 2 groups for U9 to U13 and 1 group for U15. Each group had 4 ice times. There will be some adjustments made to the schedule this fall.

Blaine Boyle was retained for Ice Scheduler for 2021/2022.

Stride Centre changed their booking system this past fall and has been particularly challenging. The billing system is less than desirable. Our hope is that changes will be made by fall. Our U-15 team was a large team, so we allotted them 2 full ice practices a week. This will be reviewed again this fall and will depend on team size to determine that.

We had to change some games around for U13 house in January as they joined the Pembina Valley League in the Bronze Division. It had been reported that it was a positive experience for the kids.

There were some cancellations due to Covid, however the real issue this winter was the storms during playoffs. U13 Gold had cancelled many games as did U13 Bronze.

I welcome any feedback or suggestions.

**Female Hockey Rep**, Jennifer Askin

- Attended regular PMHA board meetings and AGM. Had a report ready for the meetings of my monthly doings as a rep.
- Attended Central Plains Female hockey committee meetings as a correspondent for PMHA. Reported information between PMHA and Central Plains. Brought that information back to the PMHA board meetings.
- Attended the EMFHL AGM. One representative/board member from every association is mandated to attend.
- After registration opens, I collected contact information for parents/players. Informed them of their options for the season. Team locations, league information, etc. Directed them to other associations if there is no team for their daughter under PMHA for that season.
- Planned, organized, executed events promoting female hockey within PMHA. Jamborees, tournaments, meetings, etc.
- Direct contact with the female director of CP. Beneficial for holding events, meetings, etc..
- Direct contact with the U15/U18 CP Female Capitals organization regarding volunteering, practices, games, events, etc.
- Helped team managers and coaches set up their season schedules, exhibition games, events, etc. if assistance was needed.

## 6.1 Listing of proposed PMHA By-Law changes from Version 1.4 to 1.5

AGM: Wednesday April 20<sup>th</sup>, 2022, BDO Lobby @ 7:00 pm

6.1.1 Update the PMHA By-Laws to reflect the changes in levels throughout the document. These changes have been present in Hockey Canada documents since 2019:

- a. Squirt to U7
- b. Novice to U9
- c. Atom to U11
- d. Pee Wee to U13
- e. Bantam to U15
- f. Midget to U18

6.1.2 Addition of the PMHA Female Rep with job description. The Female Rep position will be added to the Odd numbered calendar years.

Job Description: PMHA Female Representative

- a. Represent PMHA at all Central Plains Female Hockey development meetings
- b. Responsible for promoting and informing members of all events related to female hockey development activities in the region
- c. Act as the liaison between PMHA and other female teams in Central Plains

6.1.3 Clarification added to the Immediate Past-President role. PMHA would like to encourage active participation of past presidents to advise the sitting board. (additions listed in [Blue](#))

Job Description: Immediate Past-President *Ex Officio*

- a. This person will act as an advisor to the sitting Board [with no voting privileges.](#)
- b. [May choose to act as a fully functioning board member \(eligible for fundraising exemption and honorarium if applicable\).](#)

6.1.4 Amalgamation of the PMHA Tournaments Coordinator and Public Relations Director under one title: PMHA Community Director. The position will be in the Even numbered calendar years

Job Description: PMHA Community Director

- a. Public Relations and social media
  - i. Social media
  - ii. Email information campaigns
  - iii. Website information and updating
  - iv. Print media advertising; and
  - v. Radio communications
- b. Tournament Liaison
  - i. Act as the Liaison between PMHA and the tournament coordinator
  - ii. Responsible for planning end of season Central Plains tournaments
  - iii. Responsible for planning Provincials

6.1.5 Addition/clarification of hockey development to the Vice President role (additions are listed in Blue)

Job Description: PMHA Vice President

- a. In the absence of the President, the Vice-President shall have and exercise all the powers of the President and on those situations be an ex-officio voting member of all committees;
- b. Plan and coordinate delivery of PMHA development programs;
  - i. Support PMHA Risk Management with the initial Coach's Meeting
  - ii. Support new and existing coaches on what resources are available for development
  - iii. Oversee that coaches are practicing per Hockey Manitoba recommendations
- c. Provide guidance and oversight over evaluation skates, tryouts and selection of teams at all levels
  - i. Ensure that during evaluation skates, skills are assessed in a fair and equal manner
  - ii. Ensure that all eligible players are aware of tryouts for Gold and Silver teams
  - iii. Guide coaches on the recommended number of players and goalies for Gold, Silver and House teams.
  - iv. Assign a Board member to be present for team selection as needed.
- d. Seek out new programs to enhance the development opportunities of PMHA; and
- e. Shall be a signing officer of PMHA.

6.1.6 Addition/clarification of duties to the Secretary role (additions listed in Blue)

Job Description: Secretary

- a. Shall keep an accurate record of the proceedings of the Association;
  - i. Record minutes
  - ii. Post minutes to the website prior to the AGM
- b. Notify other Executive Officers and the Board of Directors of the time and place of meetings;
  - i. Record attendance at meetings
  - ii. Notify the President and Vice President when a Director has missed two meetings
- c. Perform such other duties as shall be necessary by the Association; and
- d. Responsible to collect all incoming correspondence and see to it that all correspondence is processed.

6.1.7 The following paragraph will be added to the Board Member Roles and Responsibilities to reflect an attendance policy and allow the Board to provide honorariums for Directors This paragraph will appear on page 9 of the new version 1.5 of PMHA By-Laws.

*Board members are expected to attend all PMHA meetings. If an absence is unavoidable, it is expected that the absence will be communicated to the Secretary to ensure there is quorum for all Board meetings. After a total of three absences, a Board member is considered to have resigned their position on PMHA and forfeit any fundraising exemptions.*



*Board members may receive an honorarium, amount to be determined at the final General Meeting held prior to the AGM. The amount set for positions will be discussed at the first General Meeting held after the AGM. A Board member must be in good standing, fulfilled their duties and submitted an annual report to be considered for an honorarium. Honoraria are dispersed at the last meeting before the AGM. Honoraria can be in the form of a one time payment or a credit for registration for their child/children for the following registration year.*