



**CPMHA Executive Meeting**  
**April 17, 2025**

**CPMHA Agenda**

- If additional lines are needed, move the mouse to the edge of the left column until a plus sign appears. Click to add another row.
- The Exec Member Comments is for other board members to add their comments if they have the answer before the next meeting.
- You can add a table inside of one of the boxes as needed.

Attendance

<input type="checkbox"/> Stuart Robinson	<input checked="" type="checkbox"/> Angela Roy	<input type="checkbox"/>
<input checked="" type="checkbox"/> Steve Valardo	<input type="checkbox"/> Christine Larush	<input checked="" type="checkbox"/> Patti Steinhoff
<input checked="" type="checkbox"/> Jane Cameron	<input type="checkbox"/> Ashley Ricci	<input type="checkbox"/> Ray
<input type="checkbox"/> Erika Valardo	<input checked="" type="checkbox"/> Dan Burt	<input type="checkbox"/> Trevor
<input type="checkbox"/> Bob Jennings	<input checked="" type="checkbox"/> Tiffany McGuire	<input checked="" type="checkbox"/> Drew Leger
<input type="checkbox"/> Ken Proulx	<input type="checkbox"/> Ashley Nolan	<input type="checkbox"/> Scott Dixon
<input checked="" type="checkbox"/> Melanie Viau	<input checked="" type="checkbox"/> Ryan Rynyk	<input type="checkbox"/>

Call to order

Meeting called to order at: 7:00

Approval of minutes from the previous meeting

Motion: Drew

Seconded: Mel



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Approved Y/N: Y

1. President's report
2. VP Hockey report
3. VP Admin report
4. Secretary report
5. Registrar report
6. Treasurer report
7. Risk & Safety report
8. Equipment report
9. Ice Scheduler report
10. Tournament report
11. Competitive report
12. Webmaster report
13. RIC report
14. Coach Mentor report
15. Convenor reports
16. New Business

17. Adjournment

Meeting adjourned at: 818

Motion: dan

Seconded: steve

Approved Y/N: y



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President

Topic	Item	Exec Member Comments
LCMHL Year End	Banner Presentations and Ice Allocations	Thank you to all those that assisted in Banner presentations and especially to those teams that were not part of CPMHA finals held in CP. Also want to pass along a thank you from APMHA to Christine in working to help them get all their semi and finals booked into CP as their ice was removed in Pakenham and Almonte. They will look to us first moving forward when they run into this issue again.
D4	Year End AGM	<p>This will be held in Person and 1 representative from each association will be present . I will be attending on May 12th . We will need to get a list together of items we would like to have brought up.</p> <p>\patti to add to AG  m agenda ask for members points to D4</p>
CPMHA	President Report for AGM	Will have this completed by the end of next week (April 25th)
	SOP	I have not started and will also work on these for the President position and have some specific details entered by April 25th as well.
	Finances	I would like to schedule a budgeting meeting after the AGM for the 2025-26 season and build a plan and execute a budget that does not put us in the



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Topic	Item	Exec Member Comments
		red for another season. I would like to build a committee of 7-8 people (which includes Pres,VP,Treasurer, Equipment) . We can speak to this more at the next Meeting .

Vice President Hockey

Topic	Item	Exec Member Comments
Board Minutes	This year we passed a motion to post board meeting minutes, should we back date these. Under ONCA we can back date, my recommendation would be to back date until the beginning of the 2024/25 hockey season	We can under onca back post meeting minutes, we could go back to the beginning of this season patti to take on
AGM	Let's determine who is briefing what.	Patti - this was determined at the last meeting Reports at AGM to be presented by: President VP Hockey - sort outs this year and changes for next, evaluations, development this year and changes for next, overall # of teams # of players, constitution 10 min VP Admin Treasurer - financials



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Topic	Item	Exec Member Comments
		and all convenors - teams, success, season placement, any issues to highlight 5 min max Ref in C - improvements, etc
SOPs	Please update SOPs, to date there are none complete.	
Handbook	Ready for review, would like to discuss the progressive discipline.	Will review with a sub comm wants posted by august
		Will affiliates be the same next year  no it's in the new handbook will review  coaches will have access to folder and can pull out affiliate information  trying to help spread out chance to play up
		parent question - free registration draw and if u21 will run  u21 will be decided next year  free registration yes for this year



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Topic	Item	Exec Member Comments

VP Admin

Topic	Item	Exec Member Comments
	change hockey refund policy	put together for next meeting to refine

Secretary

Topic	Item	Exec Member Comments
Request	Request from parents for end of year meeting outside AGM. Late proposal from member, due March 22, received April 15th.	
	Confirm open positions U9 U18 Secretary Will send out call for nominations	
	Need financials and agenda finalized including any motions by April 24th	



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	AGM - assistance required at sign in Only CPMHA members may be in attendance as per ONCA Must sign in Will receive a number with # of votes they have, to be held up for non-secrete voting. If secrete vote is elected they will be given x number of ballots according to their # of votes.	

**Treasurer**

Topic	Item	Exec Member Comments
Financials	FY2025 Financial Statements & Analysis <a href="#">FY25 YEAR END</a>	impacts to financials next year may need another set or two of jerseys, sort out jerseys / pinnies,
		Did we get a bill for mileage of officials Ang no report goes with invoice - this should go to the D4 meeting We need to confirm if they are billing us for mileage We should also look at receiving involve more frequently
	gic matured in december - spoke with bank we will need to decide what to do if we need to put back in	year end march 31, must file in 6 months will put back in, open



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Topic	Item	Exec Member Comments

### Risk & Safety

Topic	Item	Exec Member Comments
	absent	

### Equipment Manager

Topic	Item	Exec Member Comments
Jersey bag order	Order of 14 jersey bags with embroidered logo will be ready next week.	
Jersey return	Went incredibly well. Out of all U9-U18 I am only missing 1 jersey. Working on getting it back. Still need to collect U21 but I know that 1 person does have them all. No chasing.	is there something about the jerseys in the handbook, can they equip manager give out jerseys to kids for school - vpa indicates there is
Goalie gear return.	Have collected gear back from U9 B, Both U9C teams and the U7 "Oilers" All returned in good condition. Still have 6 more sets out at U7. Ashley is collecting them.	
First aid kits	Missing a couple so far. Waiting on replies for others.	





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Topic	Item	Exec Member Comments
Prep for next season	Rebuilding and balancing sets now. Hopefully almost no need to touch them before giving them out. Will start to hang sets in EQ room.	
Inventory	Once jerseys are all sorted I'll start inventory.	

Registrar

Topic	Item	Exec Member Comments
	absent	
	as soon as try out for aaa/aa we will need to debit their account for comp reg. fee	why do we charge the reg fee if they are only registering with the comp team does that comp fee hold their spot in house it does currently, which impacts any caps we have



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## Ice Scheduler

Topic	Item	Exec Member Comments
	ice contract up for stittsville / beckwith in 2027	will do shared ice at beginning to get kids going, will be some shared ice throughout to get ratio up of practice to game
	absent	will meet with town with other associations at same time to sort out ice  looking for more weekday  keep in mind tournaments during the meeting as well as end of year

## Tournament Coordinator

Topic	Item	Exec Member Comments
	great feedback from year end thanks to everyone to help out	u18 would like a 3x3 min tournament or something



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## Competitive Representative

Topic	Item	Exec Member Comments

## RIC

Topic	Item	Exec Member Comments
New Referees for 25/26	Recruiting new officials via CPMHA home page  Currently have 8 applications. 1 of which is a former official who officiated AAA and Jr hockey. Interviews will take place in July.  I am working on getting two former CPMHA officials to come back for 1-2 years to get us over this hump.	is un-sanctioned u9 group impacting us  do we have a limit? we need older refs some can move up from last year will 8 to 9 new refs for a total of 20 to 22 scheduling comes from d4? we had 3 green arm bands - should be handled by d4 ric ideally to give on ice support
Returning Officials	Currently have 7 returning officials. Waiting on responses from 6 officials.	



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D4 RIC	D4 will be soliciting for a D4 RIC and and Alternate/Assistant RIC in the coming weeks. It is imperative the district has a District Referee-in- Chief for the 25/26 season to rebuild the D4 Officiating Program.	

**Coach Mentor**

Topic	Item	Exec Member Comments
	absent	

**Webmaster**

Topic	Item	Exec Member Comments
	absent	



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Topic	Item	Exec Member Comments

U7

Topic	Item	Exec Member Comments
	absent	

U9

Topic	Item	Exec Member Comments
	absent	

U11

Topic	Item	Exec Member Comments
	need assistance with closing a team account from jane manager was asked to step down	



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## U13

Topic	Item	Exec Member Comments
	nothing to report	

## U15

Topic	Item	Exec Member Comments
	No issues to report	

## U18

Topic	Item	Exec Member Comments
	Connor macarthur awarded to a U18 player	we can do a better job of making bursary known can involve schools  we received 2600 in donation in memory of lee dunbar that will go to fund



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Topic	Item	Exec Member Comments

New Business

Topic	Item	Exec Member Comments
Motion	<a href="#">AGM date - Motion.docx</a>	