

Chester Minor Hockey Association AGM Agenda

Thursday, April 23, 2025

6:00-9:00 pm

1. **Call to Order @ 7:00 pm.**

2. **Motion to review and approve the AGM Minutes from May 2024** made by Rayna Preston. Seconded by Vanessa Stevens. Motion Approved.

3. **Presidents Report: Dan Board**
 - Thanks to V. Stevens on all her efforts in her new role with the Church Park Rink; especially to allow our teams to have a longer season and rink opening
 - CMHA looks forward to work with Vanessa and Church Park to open the rink early next season.
 - CMHA had great success in fundraising this year:
 - i. The Al Nunn Memorial Golf tournament raised \$17,491; these funds go directly into our operating costs and represents a savings of about \$150 for each kid registered in the association. Thanks to Joey Barss for all his help and critical role he plays each year in making this fundraiser our primary one a success.
 - ii. Nobel Nunez fundraiser was also very successful this year. We raised over \$8000 raised for local hockey families who are dealing with a cancer diagnosis.
 - Our total registration numbers were about 120 this year; given the demographic shifts happening in our community we are looking to grow this over the next few years to over 150 kids.
 - Church Memorial Park commissioned a study to determine the future for our rink - the report determined that the current facility useable for next few years but will need lots of upgrades. The final report is available on the Church Park website for anyone to read. The Board recently voted to recommend the construction of a new rink and recreational facility in Chester. A municipal committee has been struck to support the development of this new facility and CMHA will have representation.
 - Ivan Fitch will represent Chester Minor on this municipal committee for the new rink project.
 - All of CMHA's competitive teams were incredibly successful. Combined in regular season play, they amassed 59 wins - 8 losses - 2 ties. All three teams finished in first place in their leagues. U11 & U15 defended their league championship banners. U15 won the Joe tournament, a north south conference banner and went to provincial day of champions.
 - A big contributor to our competitive teams success was our Development Coaches and program this year. A big thanks to Rufus and Rob for volunteering their time to run our program.
 - We also saw success in our goalie development program which attracted

goalies from CMHA as well as Forest Heights and the Western Hurricanes.

- Our Timbits had a great season. Our U9s started out with a development and intermediate team. Our intermediate team graduated to playing some advancing teams part way through their season; a first for Chester Minor. We have a strong group of players coming up over the next few years to feed our competitive teams.
- Our U7s were coached by Travis and Tim and also had a very fun and successful season.
- A big thanks and congrats to everyone who helped with all of our teams and had a hand in their success and learning. We are small association that runs on the labour of volunteers.
- Today we say goodbye to three of our board members - Rufus Sweet, Joey Barss and Dana Hatt - I want to thank them for all their hard work over the last number of years. And a special thanks to all of our other volunteers - the canteens sellers, 50/50 sellers, fog/music/DJs, coaches, trainers and managers.

4. Financial Report: Denise Burgess

- Our fiscal year is not complete but we used all our funds plus a bit of our surplus from last year.
- We have just over \$17K left in the bank account with a few bills still remaining. .
- Our largest expenditures were for HNS player and coaches insurance, ice rentals (nearly \$80,000), and coaching courses/training and supports.

5. Development Directors Report: Rufus Sweet & Rob Newcombe

- 2024-24 brought a huge increase in attendance and numbers; the move from Friday to Wed evening was a really big factor in increasing attendance
- The development program provides an extra hour of ice every second week for our U9-U15 groups.
- The program tends to focus on skating fundamentals, turns, mechanics ... often the things that are less fun to cover in team based practices.
- This year Rufus is stepping away from the role of Development coordinator and coach and CMHA is looking for new ppl to get involved to help us continue to offer this program.
- Rufus is happy to help when and where he can; to support a new development coordinator.

6. Director's Reports:

- **U7 Director's Report - Delivered by Amber Fiander**

This season U7-1 started with a group of 15 children and 11 players remained until the end. The group did very well. They learned a lot about the game and

developed lots of new skills that will hopefully lead them into next season. The head coach for our group was Stephen Anderson. We also had 3 other coaching staff, Tyler Greening, Dana Retieffe, and Jeff Pronko who helped out with our group. The 4 coaches made every practice fun and inviting for the children. This year the U7-1s participated in the Liverpool Jamboree. We split our team with the U7-2 group to coincide with the other participating teams. The children had an amazing time competing. Although very nervous, the first-year players persevered and took to the ice. Our U7-1 players learned a lot while sharing the ice with the U7-2 players this year. We also played in the Noble Nunez Tournament. The children were much more comfortable on the ice for these games. They got to play against other U7-1 children of similar skill level and this helped their confidence soar. We saw many children in our group use the skills they learned in practices to pass the puck and even score goals. There were no major incidents or issues this season in U7-1 for our group.

○ **U9 Director's Report - Delivered by Dan Board**

This year's U9 Ravens had an exciting season with lots of fun and great competition! The team consisted of 24 players in total. 12 on a Development team and 12 on an Intermediate team. We practiced together and competed as one team for our half ice games from the start of the season, Dec 1st until the end of January. Highlights included our first game being the Mini Moose game at the Scotiabank Centre vs the Queens County Cougars, followed by taking in a Mooseheads game as a team. We also participated in our first tournament of the season, the Kyle Hennebury Memorial in Spryfield, over the Christmas break. Once full ice games began on February 1st, the teams continued practices together but faced opponents in their respective divisions. The Development team, lead by coaches Tyler Greening, Matthew Giles & Drake Countway, took on teams from across the region including South Shore Lumberjacks, western valley, Acadia, queens & west hants. They also competed in the Gary Wentzell Tournament in Bridgewater over March Break. The Intermediate team, lead by coaches Trent Tingley, Joey Barss & Randi Gosbee, faced off against teams including South Shore, Shelburne, Acadia, Western Valley, Chebucto & Dartmouth. They also tested their skills against the Yarmouth, TASA and South Shore Advancing teams. They were lucky to land a coveted spot in the Joe Lamontagne Tournament in Cole Harbour over March Break. The teams reunited to play together in the Annual Noble Nunez tournament, vs the TASA U9 Huskies, in honour of Max. Our year end celebration was as held on March 30th at the Chester rink. An epic parents (even some grandparents!) vs kids game took place, with lots of laughs, followed by a pizza party and treats in the Ravens Roost. We had supportive parents, and passionate players that really made for a fun and exciting season of hockey, and watching the kids develop their skills on the ice!

U11 Director's Report - Delivered by Ivan Fitch

The U11 B team started with 18 players, but ended with 17. We lost one to his love of another sport, we were very sad to see him leave. Our coaches, led by head coach Dan Board, were Donnie Preston, Josh Richardson and BJ Brown. Team manager this year was Kelly Coolen. The U11 B Ravens played in two tournaments this year; the Kyle Henneberry in Halifax and Spryfield, and The Joe in Dartmouth and Cole Harbour. The team was a strong team and improved greatly throughout the season. We started our season with one goalie and ended with three! We played against three other teams during regular league play, and held exhibition games against other teams when possible. We finished our regular season in first place. We played against Queens Cougars and won the Scotia Minor South League banner at home. The team advanced to a Conference final, but unfortunately lost that game against the Truro Bearcats at home which ended the team's Provincial run. We did not have any player or coaches suspensions during our season. A highlight for the season was being invited to play a game against each of the Antigonish teams. The team were able to have an overnight stay in New Glasgow with a pizza for supper, lots of pool time and hallway mini sticks! We are looking forward to closing out our season celebrations in early May with a team party.

- **U13 Director's Report - Delivered by Rayna Preston**

The U13 Ravens coached by Shawn Langille, and assisted by Jaime Hatt, Joe Peckford and Seana Langille had a season to remember with 15 wins and 1 loss. The team had 16 skaters and one goalie who showed up for every single game this season with no backup! From the first puck drop in October to the last whistle, the team played with heart, grit, and undeniable chemistry. Game after game, they proved they were a force to be reckoned with, outskating, outscoring, and outlasting their opponents. But sometimes, the game isn't fair. At the Scotia Minor Day of Champions — with everything on the line, the team fell just one goal short to the Queens County Cougars who took the league banner. This team was never defined by one game though. Instead, they were defined by their resilience, by their unity, and by a season that lit up the rink. The team had no notable events during the season, no major injuries, and no player or coach suspensions. Congrats to all players and for those moving on and up to U15 teams next year.

- **U15 Director's Report - Delivered by Denise Burgess**

The U15 A Ravens had another very successful and electric season in 2024-2025. Coach Ivan returned for a second year and kicked things off by hosting a pre-season camp in September, 2024 to support the player's transition to checking hockey which helped raise start-up money for the U15 team account. In early September a tryout call was made. In the end, a total of 18 skaters returned to play in Chester this year plus one goalie. The Raven's reached out to TASA to pick up a second U15 goalie to round out the roster and the team was named without a tryout being

required. The team was coached by Ivan Fitch with help from assistant coaches, Al Bezanson, Corey Senior, and Donnie Preston, with support from the team's trainer Dana Hatt and Manager, Rayna Preston. The team made up of Chester Ravens, former Queens County Cougars and one former Tasa Duck consisted of 11 second year and 9 first years players. The team fundraised over \$10,000 to help offset the extra ice time, exhibition games, tournament and other team costs through a mix of jersey sponsorships, corporate sponsors from Mitshubisi, All Out Doors and Payless Fuels, private donations, weekly 50/50 draws and a grand in the hand fundraiser. Throughout the season the team was competitive in league, exhibition and tournament play. The Ravens played 10 exhibition games against teams primarily out of Central Minor, went 17-1 in regular season play, 4-0 in playoffs, eventually going on to earn the Scotia Minor South League banner defeating the Yarmouth Mariners 8-2. The team went on to win the North vs Southern League Conference banner defeating the Pictou County Crushers in an exciting 5-4 game decided in overtime. The team advanced to Provincial Day of Champion's playing Bedford Blue. It was a hard fought game but the players came up a goal short in regulation time with a 3-4 loss earning them a second place in the Province and silver medal overall for their age and division. The team also had excellent showings at all three tournaments defeating hometown Cole Harbour to capture gold at the Joe tournament in March and finished top four at the Pictou County Memorial Tournament and the Mariner's Classic in Yarmouth. Notably, center forward, Jacob Santo was also named to the Pictou County Memorial Tournament All-Stars for his electric performance during the tournament. The team faced two suspensions which occurred during the Pictou County tournament; no coaching suspensions were given this season. No major injuries due to CMHA hockey were reported this season. Highlights of the season included a hotel stay in Yarmouth, with perhaps a little too much pool time, a mini-sticks tournament and a pizza party; there was also a special team trip to the Museum of Industry in Pictou organized by Coach Ivan; playing in this year's Nobel Nunez exhibition game and a special team celebration meal for 60 people in Truro after our Provincial DoC game. A final team party is planned for June. Congratulations on an amazing season to all of our U15 Raven's who are moving on to high school, trying out for U16, U18 and other teams next year!

7. Open Call for Nominations for CMHA Executive Roles

- Executive Board Terms Expiring:
 - i. President - Dan Board (re-offering)

Motion to nominate Dan by Amanda Gwynne-Timothy; Joy Kelland seconded

Dan accepts nomination

No other nominations on the floor

Elected by acclamation

ii. Secretary - Rayna Preston (re-offering)

Motion to nominate Rayna by Vanessa Stevens; Rufus Sweet seconded

Rayna accepted nomination
No other nominations on the floor
Elected by acclamation.

iii. Development Coordinator - Current: Rufus Sweet (not reoffering)

Ivan Fitch has offered to step into the role.

Motion to nominate Ivan Fitch by Dan Board; Dana Hatt seconded
Ivan accepted nomination
Elected by acclamation.

o Executive Positions Vacated:

i. Vice-President - Joey Barss (resigning)

Motion to nominate Angela Taylor by Vanessa Stevens; seconded by Amber Fiander.

Angela accepted the nomination.
No other nominations on the floor.
Elected by acclamation.

ii. Risk Management Coordinator - Dana Hatt (resigning)

Motion to nominate Amber Fiander by Rayna Preston, Seconded by Vanessa Stevens.

Amber accepted the nomination.
No other nominations on the floor.
Elected by acclamation.

8. Open Call for Nominations for CMHA Board Members at Large (5-8 needed).

- o After the meeting, come see Rayna at the front to leave your contact information phone and email so we can connect and invite you to our shared workspaces and meetings.

9. Election of Members at Large

- o Kelly Coolen - Nominated by Vanessa Stevens. Seconded by Ivan Fitch, Elected.
- o Corey Senior - Nominated by Ivan Fitch; Seconded by Joy Kelland. Elected.
- o Shawn Langille - Nominated by Jaime Hatt; Seconded by Ivan Fitch. Elected.

- Joe Peckford - Nominated by Jaime Hatt; Seconded by Dana Retieffe. Elected.
- Saleem Sode - Nominated by Dan Board; Saleem declines.
- Alisha Broome - Nominated by Amanda Gwynne-Timothy; Seconded by Joy Kelland. Elected.
- Dana Retieffe - Nominated by Denise Burgess; Seconded by Lora Hill. Elected.
- JR Perry - Nominated by Vanessa Stevens; Seconded by Lora Hill. Elected.
- Andrew Publicover. Nominated by Pam Publicover. Seconded by Ivan Fitch. Elected.

10. CMHA Association Awards:

- Ripple Effect - Chris GT - All Outdoors & GTSN - Amanda
- Special Recognition - Renamed our Coach of the Year Award - the "Rufus Sweet Coach to the Year Award"
- Coach of the Year - Ivan Fitch
- Friend of Minor Hockey - Payless Fuels
- The Nobel Heart Award - The Preston
- Fair Play Award - George Burchell
- Love of the Game Award - Kian Sode
- Terry Clooney Goaltender Award - Luc Boutilier
- OT Houghton Defensive Forward - Ollie Wentzel
- Up and Coming Goalie - Brianna Langille
- Above and Beyond Award - Dan Board
- Volunteer of Year Award - Rayna Preston
- Official of the Year - Sebby Hatt
- Mentor of the Year - Caillum Burgess
- The Alex Normore Award (Female Player of the Year) - Alex Fitch
- The Most Exciting U13 Player Award - Ainsley Burgess
- Defenseman of the Year - Max Fitch

11. U11, U13 and U15 Team Awards (Coaching Staff to Present)

U11

- Best Offensive: Kian Sode
- Playmaker of the Year: Simon Kaizer
- Best Defensive: Declan Peckford
- Best all around player: Landon Kaizer

U13

- Most Dedicated - Jake Langille
- Grinder Award - Drayden Boutilier
- Most Improved Player - Jasper Scott
- Best offensive Player - Nick Slaunwhite
- Best defensive player - Casey MacDonald

- Best all around player - Donovan Davis
- Playmaker of the season - Ethan Nauss Pearson

U15

- Most dedicated player - Arkin Tester
- Playmaker of the year - Eli Sparkes
- Best offensive player - Jacob Santo
- Most improved player - Matty Bezanson.
- Most valuable player - Owen Gwynne-Timothy
- Best defensive player - Caleb Westhaver

12. Questions From the Floor and New Business

- May 26th first meeting of our new board; Zoom online call from 8- 9:30 pm

13. Adjournment

- Motion to adjourn the meeting by Amber Finader; Seconded by Angela Taylor. Meeting adjourned at 8:30

Chester Minor Hockey Association
Annual General Meeting - Tuesday, April 28th 6-8:30 pm

- Supper at 6:00 pm

Agenda

- Welcome and Call to Order
- Confirm quorum
- Approval of Agenda & Past AGM Minutes
- Reports
 - President's Report
 - Level Director's Reports
 - Motion to Accept President and Level Director Reports
- Special Resolution
 - Motion to Special Resolution to Repeal and Replace By-Laws
- Association Awards Presentations
- Election of Members of the Board: All positions to be vacated due to introduction of special resolution to repeal and replace by-laws.
 - President
 - Vice-President
 - Treasurer
 - Secretary
 - Recreation Level Director
 - Competitive Level Director
 - Development Coordinator
 - Members at Large (up to 10)
- Call for New Business
- Adjournment

Special Resolution: Adoption of Amended and Restated Constitution and Bylaws

WHEREAS it is considered in the best interests of the Chester Minor Hockey Association that the existing Constitution and Bylaws of the Association be repealed and that the revised Constitution and Bylaws (the "New Bylaws") attached hereto as Schedule "A" be adopted, approved and confirmed to continue in effect as the Constitution and Bylaws of the Association;

BE IT RESOLVED AS A SPECIAL RESOLUTION THAT:

1. The existing Constitution and Bylaws of Chester Minor Hockey Association, and all amendments thereto, are hereby repealed and replaced with the revised Constitution and Bylaws submitted to this meeting and annexed hereto as Schedule "A".
2. The New Bylaws shall take effect upon the filing of this resolution and the new constitution/bylaws with the Registry of Joint Stock Companies and their approval
3. Any director or officer of the Chester Minor Hockey Association is authorized to do all such acts and things and to sign all such documents as may be necessary to give effect to this resolution, including filing the necessary documents.



CONSTITUTION AND BY-LAWS OF THE CHESTER MINOR HOCKEY ASSOCIATION

Adopted in Chester Basin, on **DATE**, at Chester Minor Hockey Association's Annual
General Meeting.

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SECTION 1: CONSTITUTION

WHEREAS the Chester Minor Hockey Association is a voluntary non-profit association of "members", as defined in By-Law 3, designed to promote and foster hockey at all levels in accordance with the rules and regulations of Hockey Canada, Hockey Nova Scotia, and Hockey Nova Scotia's Minor Council will serve as the governing body of minor hockey in Chester and surrounding areas, per Hockey Nova Scotia's boundary map. Now therefore be it enacted:

Article 1 – Name

The name of this organization shall be the **Chester Minor Hockey Association** registered with Hockey Nova Scotia since 1972.

Article 2 – Mission and Objectives

In accordance with its By-Laws, rules and regulations, the objectives of Chester Minor Hockey Association are:

- a. To foster, promote, develop and undertake all necessary actions to provide minor hockey and positive physical activity and recreation options within the community of Chester and surrounding areas;
 - b. To promote good sportsmanship, teamwork, fair play, and skill development among all players, coaches, officials, and volunteers;
 - c. To organize and administer minor hockey programs both recreational and competitive for internal and inter-association competition up to and including the U18 age level; and,
 - d. To organize and administer minor hockey programs in compliance with the Constitution, By-Laws, and Policies of Hockey Canada, Hockey Nova Scotia, the Minor Council, and CMHA.
 - e. To acquire by way of grant, gift, purchase, bequest, devise or otherwise, real and personal property and to use and apply such property to the realization of the objects of Chester Minor Hockey Association as required.
 - f. To buy, own, hold, lease, mortgage, sell and convey such real and personal property as may be necessary or desirable in the carrying out of the objects of Chester Minor Hockey Association.
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Article 3 - Use of Funds and Dissolution of CMHA

Provided that Chester Minor Hockey Association is a recognised non-profit society in the Province of Nova Scotia,

- a. the Association shall not carry on any trade, industry, or business
 - b. all Association funds shall be used solely for the purposes of CMHA and the promotion of its objects;
 - c. in the event that the Association is unable to operate, upon dissolution of the Association and after payment of all debts and liabilities, its remaining property and assets shall be distributed or disposed of to a non-profit organization in Canada having objects similar to those of Chester Minor Hockey Association as voted on and instructed by CMHA's Executive.
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Article 4 - Locality

The activities of Chester Minor Hockey Association are to be carried on in the area of Chester Municipality, in the Province of Nova Scotia as recognized by Hockey Nova Scotia's Minor Council boundaries, as may be amended, from time to time.

Article 5 - Registered Office

The Registered office of Chester Minor Hockey Association is located at:

c/o Eleanor Pew Memorial Arena
190 Pig Loop Road
Chester, Nova Scotia B0J 1J0
Canada

Mailing Address:

PO Box 61
Chester, NS B0J1T0

Article 6 – Repeal and Amendments to the Constitution or By-Laws

The constitution and bylaws shall only be repealed or amended by a special resolution passed at the Annual General Meeting or at a Special Board Meeting through the following process and by adhering to the following rules:

- a. To repeal and replace or to amend the constitution and/or bylaws, the Association's members must be invited to a Special Meeting or the AGM. This invitation must clearly communicate to members that a special resolution will be introduced at the meeting to repeal and replace or to amend the constitution and/or by-laws.
- b. Notice of proposed changes and amendments to the Constitution and/or by-laws shall be provided to members in writing using electronic means, at least fourteen (14) calendar days prior to the proposed meeting.
- c. Approval of a special resolution to amend or repeal the constitution and bylaws shall require a three-fourths (3/4) majority vote of all voting members present.
- d. Amendments to this Constitution must not conflict with the rules and regulations of Hockey Nova Scotia or Hockey Canada.

SECTION 2: BY-LAWS OF CHESTER MINOR HOCKEY ASSOCIATION

BY-LAW 1: GENERAL GOVERNANCE

1.1 These By-Laws govern the administration and operation of the Chester Minor Hockey Association ("CMHA").

1.2 CMHA shall operate in accordance with:

- a. CMHA's Constitution
- b. CMHA's By-Laws
- c. Hockey Canada, Hockey Nova Scotia (HNS), and Minor Council rules and regulations
- d. CMHA Policies as approved and published by CMHA's Executive

1.3 In the event of conflict:

- a. Hockey Canada and Hockey Nova Scotia rules and regulations prevail
- b. The Constitution prevails over these By-Laws
- c. These By-Laws prevail over any CMHA Policies

BY-LAW 2: DEFINITIONS

2.1 In these By-Laws, unless there be something in the subject or context inconsistent therewith, the following definitions shall apply:

- a. "Association" means Chester Minor Hockey Association as a body.
- b. "CMHA" means Chester Minor Hockey Association as a body.
- c. "Board of Directors" means the Board of Directors of the Association.
- d. "Executive" means the elected and voting members of the Chester Minor Hockey Association Board of Directors.
- e. "Registrar" means the Registrar of Joint Stock Companies appointed under the Nova Scotia Companies Act.
- f. "Special Resolution" means a resolution passed by not less than three-fourths of such members entitled to vote, as are present at a general meeting of which notice specifying the intention to propose the resolution as a special resolution has been duly given.
- g. "AGM" means Annual General Meeting

BY-LAW 3. MEMBERSHIP

3.1 Chester Minor Hockey Association is ultimately accountable to the members of the Society. The following by-law outlines which individuals may hold membership in CHMA, what privileges members in good standing shall have, and other provisions for membership within CMHA.

3.2 Membership of the Association: Membership in CMHA shall be composed of the Executive, the Board of Directors, and other members as defined below.

- a. Officers of the Association: Any person elected to be an officer of the Association shall be a member of the Association.
- b. Team Officials: Membership within CMHA will be automatically granted to all registered coaches, managers, and Hockey Canada Safety persons as recorded in Hockey Canada's registry system for the season, even if these individuals do not have a registered player on a Chester Minor Hockey team.
- c. Player Parents and Guardians: Upon completion of the Association's registration form and upon receipt of payment of a players registration fees due to-date, parents (or legal guardians) will automatically be considered voting members of the society. The parent or guardian that has signed the Chester Minor Hockey Association's registration form and waiver documents will be determined to be the member of record for the player if a dispute arises among the parents or guardians over membership privileges within the Association.
- d. For team officials and parent/guardian members, no formal admission process to membership shall be required and the entry in the Register of Members by the Executive Committee's Registrar of the name and address of any individual, shall constitute an admission to membership in the Association.
- e. Any person who supports the objects of the Association and demonstrates a willingness to actively participate in its activities, may be sponsored for membership by two members in good standing, and approval of such membership in the Association shall be on a two-thirds (2/3) majority vote of the Executive. This category of membership shall be valid until the next AGM.
- f. Membership in the Association shall not be transferable.

3.3 Membership Privileges: Members in good standing within the Association shall have the following privileges:

- a. Every member of CMHA shall be entitled to attend any General or Special Board meeting.
- b. Every member of the CMHA shall be entitled to hold any office.

3.4 For the purpose of registration, the number of members of CMHA is unlimited.

3.5 Membership in the CMHA shall cease upon death of a member, or if by notice in writing to CMHA, the member resigns their membership, or if the member ceases to qualify for membership due to any other reason, in accordance with these by-laws.

3.6 A member in 'good standing' is a member who abides by the Objects, Policies, Memorandum of Association and ByLaws of the Association, the rules, articles and

regulations of Hockey Canada and Hockey Nova Scotia, and have not had their membership suspended or revoked.

3.7 Any member who violates either the Objects, Constitution, By-Laws or Policies of the Association including failing to abide by HNS and Hockey Canada policies, may be deprived of their membership upon written notification by the Board of Directors.

BY-LAW 4: VOTES OF MEMBERS

4.1 Every member shall have one vote and no more. Only members, in good standing, present, will be entitled to vote at a meeting.

4.2 Each member of the Association is entitled to one vote on each motion, resolution or question put to the meeting.

4.3 There shall be no proxy voting permitted.

BY-LAW 5: BOARD OF DIRECTORS, ELECTED OFFICERS AND EXECUTIVE COMMITTEE COMPOSITION AND TERMS

5.1 The Board of Directors for CMHA will consist of:

- a. An elected Executive Committee;
- b. An immediate Past President, if one is available;
- c. An appointed Referee-in-Chief (who may attend meetings at their discretion);
- d. Elected Members-at-Large.

5.2 The Association shall be governed by an Executive Committee consisting of elected officers whose roles and duties are detailed in these bylaws.

5.3 The Executive Committee shall ensure the Association operates in compliance with Hockey Nova Scotia and Hockey Canada requirements and that members are informed of relevant governing body regulations.

5.4 The Executive Committee shall strive to ensure that the mission aims and objectives of the Association are adhered to, to the best of the Executive's ability.

5.5 The Executive Committee shall execute contracts, deeds, bills of exchange and other instruments and documents on behalf of the Association. Execution of these instruments and documents can be carried out by the President, Vice-President, Treasurer, and one other member of the Executive as appointed, or otherwise as prescribed by a resolution of the Executive Committee.

5.6 The Executive Committee shall have the power to make decisions binding upon all members as to the meaning of rules, regulations or conduct pertaining to play-offs, regular or exhibition games and practices, under the jurisdiction of the Association.

5.7 The Executive Committee will consist of officers elected to the following positions:

- a. President
- b. Vice President

- c. Secretary (who may also serve as the Treasurer)
- d. Treasurer (who may also serve as the Secretary)
- e. Recreation Level Director
- f. Competitive Level Director
- g. Development Coordinator
- h. Past President

5.8 The Executive Committee members shall have full voting privileges. The President of the Association shall have no vote on Executive Committee meetings except in the case of an equality of votes. In the case of any equality of votes, at Executive Committee meetings the President shall cast the deciding vote.

5.9 The Executive Committee officers shall normally be elected for a period of two years.

5.10 Re-election of the Secretary, Vice President, and Recreation Level Director roles shall be held in odd-numbered years (e.g. 2027; 2029; 2031 etc.). Re-elections for the role of President, Treasurer, Competitive Level Director, and the Development Coordinator will be subject to re-election in even-numbered years (e.g. 2028, 2030, 2032). The intent of these set periods is to ensure there is continuity on the Executive for the continued business and operations of the Association.

5.11 The Immediate Past President, will be appointed to their position by the Executive Committee and serve for a one-year term. The Immediate Past President shall provide advice and guidance to the Board of Directors and shall be a voting member of the Executive.

- a. In instances when a Past President is unable to serve, the Executive may appoint someone to this role in an advisory capacity. When serving as an appointed Past President, the role would be a non-voting member of the board.

5.12 The Referee-In-Chief shall be appointed by the Executive for a period of one year and shall provide advice and recommendations to the Board but will not be a voting member of the board.

5.13 Members-at-Large shall be elected at the AGM or Special Meeting for a period of one year and shall provide advice and recommendations to the Board but will not be voting members of the board.

5.14 Removal from the Board: Any officer elected or appointed by the Board of Directors may be removed, with or without cause, by the Board whenever, in its judgment, the best interests of the Association would be served by doing so, through a vote of non-confidence at an Executive meeting duly called.

- a. For greater certainty, any elected official on the Board of Directors may be removed for:
 - i. consistently failing to act or perform their role;
 - ii. consistently and repeatedly being absent from Board meetings;
 - iii. being in a conflict of interest which can not be resolved with appropriate controls;

- iv. participating in malfeasance of any type;
 - v. failing to fulfill their fiduciary duty to the Association; or,
 - vi. acting in a matter that contravenes the Association's policies, Constitution or By-Laws or who has contravened Hockey NS or Hockey Canada policies
- b. To proceed with removal of an elected officer or appointed member from the Board, a written complaint detailing the basis for the proposed removal of the elected officer or appointed member must be submitted in writing to the President. Where the President is the subject of the Complaint, notice would go to the Vice President. Any person with direct knowledge of the matter can prepare this complaint and submit it.
 - c. An executive meeting must be called to table the complaint as an agenda item and at least three (3) days notice of the meeting must be provided to the elected officer or appointed member of the Board who is the subject of the complaint.
 - d. The quorum for this meeting shall be 2/3 of the voting members of the executive.
 - e. At the executive meeting, the elected officer or appointed member who is the subject to the complaint, shall have a right to be heard and shall be provided the opportunity during this meeting to defend themselves and their actions.
 - f. Following this process a vote will be conducted by the executive officers not named in the complaint. A unanimous vote of the remaining elected officials for the Board, as present at the meeting, will be required to remove an elected officer

BY-LAW 6: ROLES AND DUTIES OF OFFICERS

6.1 Roles and duties of officers are as described below:

- a. President
 - i. Acts as chief executive officer
 - ii. Serves as CMHA representative to Hockey Nova Scotia
 - iii. Chairs meetings
 - iv. Approves requests for out of association tryouts
 - v. Oversee the Code of Conduct/Behavior/Progressive Discipline Issues.
 - vi. Shall attend or designate a member of the executive to attend HNS AGM, HNS Minor Council and HNS Regional Meetings.
 - vii. Act as a signing authority for the organization
 - viii. Remain as advisor in the role of Past President
 - ix. The President shall have no vote except in the case of an equality of votes. In the case of any equality of votes, they shall have the deciding vote.
- b. Vice President
 - i. Assists the President
 - ii. Ice Scheduling/Requests
 - iii. Provide accurate account of parties who owe CMHA funds for sold ice and other reasons, with instructions from Team Managers
 - iv. Equipment/Jerseys/Socks

- v. Golf Tournament/Fundraising/Sponsorship
 - vi. Prepares and submits with the assistance of the Treasurer, grant applications on behalf of the organization.
 - vii. Member of the CMHA Disciplinary Committee
 - viii. Act as a signing authority for the organization
- c. Secretary
- i. Schedules Board Meetings
 - ii. Provides Team Managers with Player Contracts, Medical Forms, Association Wide Raffle Tickets for Teams
 - iii. Manages Association Website / Communications / Social Media or appoints individuals to assist in this effort.
 - iv. Shall be responsible for all correspondence of the Association
 - v. Shall keep true and accurate accounts of all association and executive meetings and such other records concerning the minor hockey program.
 - vi. Shall record the attendance and minutes for all association meetings.
 - vii. Shall have custody of the Seal, if any, which may be affixed to any document upon resolution of the executive.
 - viii. Shall have responsibility for filing the annual requirements with the Registry of Joint Stocks.
 - ix. File with the RJS within fourteen days (14) of their election or appointment, a list of executive members with their addresses, occupations, and dates of appointment or election; and,
 - x. file with the Registrar within fourteen days (14) a copy of every special resolution after the resolution is passed.
 - xi. May act as a signing authority for the organization, if appointed
- d. Treasurer
- i. Oversees financial operations for the Association, keeping true and accurate account of all monies, keeping same in an account at a chartered bank
 - ii. Prepares and presents budgets and financial statements for the Board and for submission to the Registry of Joint Stocks of Nova Scotia
 - iii. Collection of player registration fees and ticket money
 - iv. Facilitates and supports families in seeking funding options for hockey where there are financial barriers
 - v. Payments of Invoices
 - vi. Payment to association wide raffle winner(s)
 - vii. Processes refunds according to CMHA refund policies
 - viii. Act as a signing authority for organization
- e. Development Coordinator
- i. Organizing development programs/sessions for players and goalies
 - ii. Supports coach development
 - iii. Leads try-out processes in accordance with CMHA's try-out policy
 - iv. May act as a signing authority for the organization, if appointed
- f. Recreation and Competitive Level Directors (2 members)

- i. Shall not have a child or immediate family member engaged in playing at the level for which they will serve as a director
 - ii. Shall report to the President on their respective division;
 - iii. Shall, in cooperation with the team Manager and Registrar for CMHA, be responsible for ensuring all players in their division(s) are properly registered;
 - iv. Shall ensure that any suspensions or discipline administered in their division(s) adhere to the Association's Code of Conduct, Progressive Discipline Policies and the policies, rules and regulations of Hockey Nova Scotia and Hockey Canada;
 - v. Shall liaise with the President and Vice President on scheduling changes or requirements;
 - vi. Shall notify the Executive of any equipment related requirements;
 - vii. Act as a resource for the coaching staff and participate as required in any coaching selection committees as required for their division(s)
 - viii. Prepare a short report at the end of the year to be presented at the AGM which summarises the play record(s) including significant incidents, suspensions, wins, ties and losses, performance in playoffs/playdowns, Provincials, tournament play; and any notable team moments from their division(s).
 - ix. May act as a signing authority for the organization, if appointed
- g. Past President (or an extra Director duly appointed by Executive Committee in the absence of a Past President)
- i. The appointed role of Past President is not an elected position and shall be held by the individual who most recently held the position of President.
 - ii. Shall act as Chairperson of the Association's Nominating Committee;
 - iii. Support the President in their position through mentoring, coaching, and advising;
 - iv. Provide a historical context for Association operations, governance, and decision-making;
 - v. Complete/respond to any responsibilities associated with being a Board member; and
 - vi. Serve on other committees as required.
- h. Referee-in-Chief
- i. Shall be appointed to CMHA's board by Executive and will not be a voting member.
 - ii. Act as the officiating representative liaising with local leagues and Hockey Nova Scotia Minor Council Referee-in-Chief in matters pertaining to on and off-ice officials;
 - iii. Liaise with the Association for schedules and other officiating requirements;
 - iv. Schedule and coordinate all game and minor officials for all activities of the Association;
 - v. Provide assistance, advice and guidance in officiating matters to Directors and the Association in general;
 - vi. Appoint an Assistant Referee-in-Chief annually (as required) to assist them in all areas;
 - vii. Submit register of all Association Referees/Officials;

- viii. Coordinate and conduct clinics and development sessions for referees, linesmen and minor officials as required;
 - ix. Recommend Association officials for attendance at developmental clinics and other external opportunities;
 - x. Promote high standards of proficiency and professionalism in Association officials;
 - xi. Maintain accurate records of games officiated and payment of officials and ensure that Game Sheets are delivered in a timely manner to the appropriate Association staff; and
 - xii. Perform any duties typically associated with the Referee-in-Chief.
- i. Members-at-large
 - i. The number of Members-at-Large positions will be determined annually by vote at the AGM, to a maximum of 10.
 - ii. Members-at-Large shall serve for a period of one (1) year;
 - iii. As a non-voting member, members-at-large attend annual, special, and general board meetings of the Association to provide guidance, advice and recommendations; and
 - iv. Aid the Association and Board of Directors in the coordination or delivery of priority tasks - such as Registrar and Risk Management, strategic initiatives and/or special events as required.

6.2 Any Executive Committee positions not filled at the Annual General Meeting may be filled by the Board of Directors at a later date by calling a special meeting, and through nominations and a vote of the membership.

BY-LAW 7: MEETINGS

7.1 Executive meetings will be held as required and shall be called:

- a. at the discretion of the President of CMHA, or
- b. by written request of three (3) members of the executive.

7.2 Notice of three (3) days is required for all Executive meetings.

7.3 A quorum for Executive meetings shall consist of four (4) executive members.

7.4 For all meetings of Executive and to ensure the continued ability of the organization to operate and make decisions, quorum can be adjusted in the following circumstance:

- a. If an Executive member fails to attend a meeting duly called, they shall not be deemed a member for quorum purposes for the next meeting duly called.
- b. Upon the individual's returned attendance at a subsequent meeting, the regular membership status of persons affected by this section shall be restored. For example, if an Executive member misses one meeting the attendance required for quorum at the next meeting called shall be reduced by 1. If that member subsequently attends the next scheduled meeting, the quorum shall be restored and increased by 1.

7.5 General Board Meetings or Special Board Meetings: A general board meeting or special board meeting of the members may be held at any time and shall be called:

- a. by the President of the Society, or
- b. by the written request of three (3) executive members, or
- c. if requested in writing by twenty (20) of the members of CMHA

7.6 Notice to members is required for general board meetings or special board meetings. The notice must:

- a. specify the date, time, and place of the meeting;
- b. be given to members seven (7) days prior to the meeting;
- c. be given by digital or electronic means;
- d. If necessary, specify the intention to propose a special resolution at the meeting requiring the members of CMHA to vote, and,
- e. the non-receipt of notice by any member shall not invalidate the proceedings.

7.7 Annual General Meeting: An annual general meeting shall be held by CMHA in the month of April, prior to HNS's AGM, every fiscal year and notice is required to be served to the membership of the Association which must:

- a. specify the date, time, and place of the meeting;
- b. be given to the members fourteen calendar (14) days prior to the meeting;
- c. be given by digital or electronic means;
- d. specify the intention to propose any special resolutions at the meeting requiring the members of CMHA to vote, and;
- e. the non-receipt of notice by any member shall not invalidate the proceedings

7.8 At the annual general meeting of the Society the following items of business shall be dealt with and shall be deemed ordinary business. All other business transacted beyond what is listed below, shall be deemed special business:

- a. approval of minutes of the previous annual general meeting;
- b. business arising from the minutes;
- c. Presidents report;
- d. consideration of the annual financial report of the Society;
- e. consideration of the annual reports of Recreation and Competitive directors;
- f. election of officers;
- g. proposal of new business, and;
- h. adjournment

7.9 Quorum for General Meetings, Special Meetings and the AGM shall consist of ten (10) members. No business shall be conducted at any meeting unless quorum is present to open the meeting and, upon request, before any vote.

BY-LAW 8: ELECTIONS OF EXECUTIVE OFFICERS AT AGM

8.1 Executive Officers of the Association will be elected at the Annual General Meeting.

8.2 Any member of the Association shall be eligible to be elected an Executive Officer.

8.3 Executive Officers will be nominated from the floor. Persons whose names have been submitted from the floor must be in attendance, or available by phone to accept their nomination.

8.4 If more than one candidate is nominated and accepts the nomination for an Executive Officer role, each candidate will be invited to provide a short address of no more than 3 minutes to the voting membership prior to proceeding to a vote by secret ballot.

8.5 Election of Executive Officers to the Board shall take place by secret ballot.

8.6 A simple majority of fifty percent plus one (50%+1) is required to be elected as an Executive Officer of the Association. In the event of a tie, there will be a runoff vote between the two highest achieving candidates, until a winner is determined.

8.7 Executive Officers of the Association shall retire from office at the end of their designated term at an annual general meeting, at which their successors are elected.

8.8 Retiring officers shall be eligible to re-offer for Executive positions and shall be eligible for re-election into the same or other Executive Officer positions on the Board.

8.9 If an Executive Officer resigns their office or ceases to be a member in the Association during their term, their office as officer shall be vacated and the vacancy may be filled for the unexpired portion of the term through an appointment made by Executive Committee.

BY-LAW 9: VOTING AT EXECUTIVE, GENERAL & SPECIAL MEETINGS

9.1 At all meetings, voting shall be by show of hands, by secret ballot, or by any other method authorized by a majority of members present.

9.2 Motions shall be approved by simple majority (50% +1) unless otherwise stated in these by-laws.

9.3 During Executive Meetings the President of the Association shall have no vote except in the case of an equality of votes. In the case of any equality of votes, they shall have the deciding vote.

9.4 The conduct of all meetings shall be in accordance with Robert's Rules of Order unless otherwise indicated herein.

BY-LAW 10: REMOVAL OF BOARD MEMBERS BY THE MEMBERSHIP

10.1 The members of the Association may, by petitioning the President to call a Special Meeting and introducing a special resolution, remove any elected officer and appoint another person to complete the term of office.

10.2 Votes where removal of the board by Association members shall be conducted by secret ballot.

10.3 A majority of 3/4s of the members of the association as present to vote, shall be required to remove a board member(s) from office.

BY-LAW 11: POWERS OF THE BOARD OF DIRECTORS

11.1 The management of the activities of the Association shall be vested in the Board of Directors who, in addition to the powers and authorities by these By-Laws or otherwise expressly conferred upon them, may exercise all such powers, and do all such acts and things as may be exercised or done by the Association and are not hereby or by statute expressly directed or required to be exercised or done by the Association in general meeting. The Board in the exercise of these powers shall conform to any regulation or direction that may from time to time be imposed upon it by the membership at an annual or special meeting.

11.2 Any contracts, deeds, bills of exchange or other instruments and documents made on behalf of the Association shall be authorized by the Board of Directors and executed on behalf of the Association by such Board of Directors members as the Board of Directors may from time to time designate.

11.3 No remuneration shall be paid to Board Members within CMHA.

11.4 The Board of Directors of the Association may from time to time in their discretion, subject to these By-Laws:

- a. acquire and take by purchase, donation, devise, bequest or otherwise, and personal property, and hold, enjoy, sell, exchange, lease, let, improve, and develop the same, and erect and maintain buildings and structures;
- b. raise money for the purposes of the Association;
- c. sign or endorse bills, notes, acceptances, cheques, contracts, and other dividends of or securities for the purposes aforesaid; and,
- d. Neither the Board of Directors nor any person acting on their behalf shall sell, exchange, or otherwise alienate the real property of the Association without the approval of the membership of the Association by way of special resolution duly passed at a special meeting of the Association called for that purpose, notice of which meeting has been given in writing to all members in good standing at least 14 days prior to the meeting.
- e. Contracts, deeds, bills of exchange and other instruments and documents may, only with the approval of the Board of Directors, be executed on behalf of the Association by the President and the Vice President or otherwise as prescribed by a resolution of the Board of Directors.

- f. The Board of Directors may delegate certain powers and authority to an Executive Management Committee consisting of elected and appointed officers of their choosing. If powers and authority are delegated, the actions of the Executive Management Committee must be confirmed by the Board at the next regularly called Board meeting.

BY-LAW 12 - FISCAL YEAR AND FINANCIAL OPERATIONS

12.1 The Association's fiscal year shall be **May 1 to April 30**.

12.2 All CMHA funds shall be used exclusively for Association purposes.

12.3 All cheques written by the association for payment require signature from **two (2) Executive officers**. The following executive officers shall have signing authority for the organisation:

- a. President
- b. Vice President
- c. Treasurer
- d. Any executive member appointed by the Board of Directors

12.4 Financial operations are governed by CMHA's financial policies which are posted to the CMHA website and subject to change from time to time.

12.5 An annual financial review or audit shall be presented at the AGM.

- a. The Treasurer shall annually present to the members a written report on the financial position of the Society. The report shall be in the form of:
 - i. a balance sheet showing its assets, liabilities and equity;
 - ii. a statement of its income and expenditure in the preceding fiscal year.
- b. A copy of the financial report shall be signed by two directors other than the Treasurer.

12.6 The Society shall not make loans, guarantee loans or advance funds to any director.

12.7 Directors and officers shall serve without remuneration and shall not receive any profit from their positions. However, a director or officer may be reimbursed for reasonable expenses incurred in the performance of his/her duties.

12.8 The books and records of the Association may be inspected by any member at any reasonable time within reasonable written notice of not less than seven (7) days prior to the AGM at the registered office of the Association or by electronic mail, at the discretion of the Board.

BY-LAW 13: MEMORIAL AND DESIGNATED FUNDS

13.1 From time to time, the Association may participate in and create memorial or designated special funds in memory of players, coaches, or other minor hockey volunteers who have been associated with CMHA for the purpose of charitable giving.

13.2 Any memorial or designated funds established by the association will be governed by CMHA and will clearly document the purpose of the funds and their intent for their use. The Board will consult with the parties involved in whose name the funds have been raised when distributing funding.

CMHA 25-26 - Summary		
Created: 2026-04-28		
2025 - 2026: MAY to APRIL		
		Actual
SUMMARY		
	Income	104,908
	Expenses	96,739
	Difference	8,169
	-----	-----

INCOME		
	Banquet	330
	- Catering	0
	- Food Payments	330
	Clinics	875
	- Checking Clinic	0
	- Other	-207
	- U13 Preseason	0
	- U15 PreSeason	1,113
	- U9/11 Preseason	-30
	Clothing	0
	Development	4,195
	- Goalie Development Sessions	1,955
	- Honour Box	0
	- U13/15 Development	190
	- U9/11 Development	2,050
	Donations	640
	Fees	66,120
	- U11	25,100
	- U13	17,890
	- U15	0
	- U7	12,398
	- U9	10,733
	Golf Tournament	20,509
	- Auction	1,066
	- Expenses	-4,738
	- Float	0
	- Games	3,031

	- Sponsorships	10,050
	- Team Fees	11,100
	Grants	-227
	Jersey Fund	2,251
	Nunez Memorial Event	6,025
	- Auction	1,137
	- donations	4,973
	- Expenses	-485
	- Grants to Support	400
	Overpayment	-45
	Photography	0
	Stickers	0
	Swag	0
	- Jibitz	0
	Team Funds	4,235
	- U11A	1,986
	- U13	1,067
	- U15	0
	- U7	0
	- U9	240
EXPENSES		
	Association Insurance (HNS)	10,448
	Awards	0
	Bank Fees	61
	- Service Charge	61
	Coaching Expenses	1,200
	- Coaching Website Resource	0
	- Courses	1,200
	- Supplies	0
	Community Involvement	0
	Day of Champions	0
	- 50-50	0
	- Food	0
	- Ice	0
	- Misc Costs	0
	- Refs	0
	HNS Team Insurance	0
	Ice Costs	70,767
	- Chester	83,061
	- Ice Revenue	-18,766

	- Other	255
	- Preseason	6,217
	- Queens	0
	League Fees	980
	Nunez Fund Payments to Families	2,000
	Office Operations	704
	- Google Domain	19
	- GrayJay	570
	- Joint Stocks	31
	- Photocopying	0
	- Quicken	84
	Promotional Items	0
	Referee	8,455
	- Outside Referee Costs	0
	- Payments	8,455
	- - Ref Bonus	900
	- - Ref Fees	6,425
	- - Ref Travel	470
	- - RIC Fees	660
	TBD	-200
	Ticket fundraiser	2,121
	- Printing Costs	371
	- Prizes	1,750
	Uncategorized	0
	Uniforms	204
	- U11 Socks	204
	- U13 and U15 Socks	0