



**Cole Harbour Bel Ayr Minor Hockey Association
Board Meeting**

Date: November 4, 2025

Time: 7:00 pm – 9:20 pm

Location: Cole Harbour Place - Hockey Office

Attendees: Jonathan Hunter President
 Roberta Hupman Treasurer
 Chris Hunter Registrar
 Kelsey Stoddard Director, U7-U9
 Jonathan Dean Director, Development
 Nicole Poplar Director, Manager/Treasurer
 Victoria Macdonald Secretary
 Johnathan Dean Development Coordinator
 Jason Clark Referee in Charge
 Jeff McPhee Director, Joe Lamontagne Tournament
 Paul Thibideau Ice Scheduler
 Kevin Cowper Director, Competitive

Regrets: Brian Hurdis Director, Equipment
 Vacant Director, Recreational
 Scott Graham Vice President
 Stephen Slaunwhite Director, Risk Management
 Paul Birmingham Director, Communications

Meeting called to order 7:01 pm

Item	To	Discussion	Action
1)	Agenda		
a)	<i>Additions to Agenda</i>	No additions	
2)	Minutes		
a)	<i>Minutes</i>	Approved by Jason Clark and seconded by Nicole Poplar	
3)	Old Business		
a)		<ul style="list-style-type: none"> No points raised. 	

4) Executive Reports			
a)	<i>President</i>	<ul style="list-style-type: none"> Victoria Macdonald was introduced as new secretary. 	
b)	<i>Treasurer</i>	<ul style="list-style-type: none"> Following up on outstanding payments. The outstanding registration fees are due Dec 1, 2025. Drafted player assistance guidelines will be able to be reviewed at the next meeting. Teams have been reaching out to request development funds. Insurance policy received to be reviewed. Team billings will be sent out as soon as schedule has been finalized, pending CMHL schedule. 	<p>Email managers to advise that development funds are available.</p> <p>Have insurance policy reviewed by CIP to ensure proper policy.</p>
c)	<i>Vice-President</i>	<ul style="list-style-type: none"> No updates provided 	
d)	<i>Secretary</i>	<ul style="list-style-type: none"> No updates provided 	
e)	<i>Registrar</i>	<ul style="list-style-type: none"> 600 Total Players for this Season <ul style="list-style-type: none"> 580 in Area Players 20 Out of Area Players 600 total players Recreation and U7 registration remain open U11-U23 Rep and Rec teams are fully rostered in GrayJay/Website U7-U9 will be fully rostered in GrayJay/Website on or before November 15. 	
f)	<i>Director, Competitive</i>	<ul style="list-style-type: none"> Discussion regarding parents emailing leagues directly without approaching the CHBAMHA Board first or escalating concerns within the organization. Issues regarding the additions of teams into CMHL league at more levels this year. No solution is present currently. Further discussion to take place at the next meeting. Discussion about the CMHL Schedule being delayed. 	<p>Email Head Coaches and Managers to communicate to their teams the importance of the escalation process and set expectations.</p>

		<ul style="list-style-type: none"> Coaches are requesting funds for goalie development 	Managers Manual to be updated regarding game schedules being released to set expectations on timing.
g)	<i>Director, Recreational</i>	<ul style="list-style-type: none"> No updates provided 	
h)	<i>Director, U7/U9</i>	<ul style="list-style-type: none"> U7 team inquired regarding the fundraising policy not including U7. Lengthy discussion and policy will remain the same, no fundraising for the U7 Division. 	Update Fundraising Policy at all levels, add wording to state that fundraising is not allowed at U7 division.
i)	<i>Director, Manager/Treasurer</i>	<ul style="list-style-type: none"> Need copies of Team Rosters for 50/50 fundraiser. All but one team has transferred their bank account and contacted. Rule of Two to be followed at all team events including third party training, parties etc., if it is organized by the team and paid for using team budget. Medical Information Sheets must be at all team events 	<p>Email to be sent to manager and head coach to open bank account immediately.</p> <p>Email to be sent to Managers/Head Coaches to remind them of the Rule of Two/MIS.</p>
j)	<i>Director, Development</i>	<ul style="list-style-type: none"> Outlining development ideas with focus on power skating, goalie development and confidence with body contact. Junior mentorship program is top priority to get up and running. Discussed that parents are emailing inquiring about Goalie Development, actively working this. Update to be provided at following meeting. Todd Bengert has 	Email team managers regarding the junior mentorship program.

		offered to provide a session training Goalie Coaches, and more details to follow at next meeting.	
k)	<i>Director, Risk Management</i>	<ul style="list-style-type: none"> • The following update was provided by email as Director was absent • CRC night was successful – 50 applications completed • First Aid Training night was successful - 12 people participated. • Teams still need to send in First Aid Certificates, actively working on obtaining documents. Due date December 1, 2025. • Majority of First Aid Kits have been assigned. 	
l)	<i>Director, Equipment</i>	<ul style="list-style-type: none"> • No updates provided 	
m)	<i>Director, Communications</i>	<ul style="list-style-type: none"> • No updates provided 	
n)	<i>Director, Joe Lamontagne Tournament</i>	<ul style="list-style-type: none"> • Record filling time for the Joe Registration Opened at 12:00 and was full by 12:48. All divisions are full except for 13AAA. Should 13AAA not fill we will discuss options to reallocate ice time and open entries to other divisions. 	
o)	<i>Referee in Chief</i>	<ul style="list-style-type: none"> • Referee Training is in progress and is going well. 	
p)	<i>Ice Scheduler</i>	<ul style="list-style-type: none"> • Still pending schedule from CMHL. • Discussion around timekeepers being unable to update points in GrayJay. • Team Staff to ensure that rosters are correctly signed off (attendance and accurate roster) AP's must have accurate Jersey number on the Game sheet. • U13AAA Games must run to full game clock. Attempt to shorten intermissions and keep game on track this will be communicated with officials and arena staff. • Arena Clocks show different times, inform Cole Harbour Place and ask for this to be addressed 	<p>Director Manager/Treasurer to communicate the Game Sheet sign off importance to Head Coaches and Managers.</p> <p>Advise visiting teams of the clock requirements as they may</p>

			not have those rules.
5)	New Business		
a)	-	-	-
6)	Round Table		
a)	-	<ul style="list-style-type: none"> • Skate sharpening cards should be in soon from Pro Hockey Life • Discussion had around Giving proper guidance to teams on Parental Contribution amounts and collection of funds. Suggestion made for the team's treasurer to send player bank fundraising totals frequently to the parents. • Issues were raised regarding the acquisition of Jerseys. • Briefly discussed possibility of selling off old jerseys to create more space in the gear storage room. 	Treasurer to review purchasing policy and update.

Adjourned: November 4, 2025 at 9:20 pm

Next Meeting: *****
7:00 pm – 9:00 pm