



2024 SLMHA ANNUAL GENERAL MEETING

April 20, 2024

1. Call Meeting to order.
2. Accepting of the Minutes of the 2023 Annual General Meeting
3. President Remarks
4. Reports

- 1st Vice President – Ashley Kuhl
- Secretary/Webmaster – Sarah Edmonstone
- Centre Contact – Cheryl Luckhardt
- Coach Convenor – Adam Smyth
- Treasurer – Katie Thompson
- Registrar – Tammy Robertson
- Ice Convenor – Lori Dorion
- Tournament Convenors – Tracy Smyth & Kim Gibbons
- U7/U8 Convenor – Samantha Auger
- Equipment Convenor – Beth Bisson
- Fundraising Chair – Jessica Hamilton
- Referee-In-Chief – Paul Quesnel
- Manager Convenor – Allison Kirk
- Trainer Convenor – Kerri Edison
- Concession Stand Convenor – Bryan Mitchell

5. Passing of Amended By-Laws

By-Law Amendments were brought forward and moved at the February 28, 2024, executive meeting. The following By-Law Amendments will now be brought forward at the Annual General Meeting on April 20, 2024, and at that time will be voted on to be passed or remain as is.

General Amendments:

Any mention of his/her or he/she will be changed to them/they/their.

Existing By-Law:

Terms of Membership and Eligibility

6.1 (b) – Parent/Guardian Membership:

Each custodial couple or single parent where the registered player is under 18 years of age shall have one vote per person at the SLMH General Meeting.



Amendment Proposal:

Each parent where the registered player is under 18 years of age shall have one vote per person at the SLMH General Meeting.

Existing By-Law:

Meetings of the Membership

7.3 (a) – Notice – Annual General Meeting

Notice of the Annual General Meeting to be held within the month of April of each year, shall set out the agenda, including particulars of any other business to come before the Meeting. The time and the place of the Meeting, and such notice shall be posted on the SLMHA Arena bulletin Executive and distributed to each player through their coaching staff five days after the February Executive meeting.

Amendment Proposal:

Notice of the Annual General Meeting to be held within the month of April of each year, shall set out the agenda, including particulars of any other business to come before the Meeting. The time and the place of the Meeting, and such notice shall be posted on the SLMHA website five days after the February Executive meeting.

Existing By-Law:

7.3(b) Additional General Meetings of the Membership

Notice of any Additional General Meetings of the Membership shall be mailed to all Members at the last known address recorded in the records of the Association. Such notice shall be posted in all Association Arenas within at least fifteen (15) days prior to the date of the meeting.

Amended Proposal:

Notice of any Additional General Meetings of the Membership shall be emailed to all Members at the last known email address recorded in the records of the Association and posted on social media. Such notice shall be posted in all Association Arenas within at least fifteen (15) days prior to the date of the meeting.

Existing By-Law:

Executive of Directors

8.1 (b) – Number of Directors:

Appointed members – Treasurer, Ice Convenor and Referee-In-Chief, Registrar, Rep Convenor, LL Convenor, Webmaster and Chair for Fundraising Committee. President, Past President, 1st Vice President, 2nd Vice President, Secretary, Equipment Manager, Ice Convenor, Tournament Convenor, Tyke Convenor, Girls Convenor and up to six (6) Fundraising Committee Members.



Amendment Proposal:

Appointed members – Treasurer, Ice Convenor, Registrar and Referee-In-Chief, Rep Convenor, LL Convenor, Parent Rep Elected members – President, Vice President, Coach Convenor, Secretary/Webmaster, Equipment Manager, Tournament Convenor, U7/U8 Convenor, Manager Convenor, Trainer Convenor, Town Contact, Concession Stand Convenor, Girls Convenor (when required) and up to six (6) Fundraising Committee Members.

Existing By-Law:

Procedures for Election of Directors

9.2 (I)

Tyke Convenor

Amendment Proposal:

U7/U8 Convenor

Additional amendment proposal to Executive of Directors:

To add the following positions:

Trainer Convenor

Manager Convenor

Concession Stand Convenor

Town Contact

Existing By-Law:

Procedure for Election of Directors - Election Procedures

9.3 – The Chair of the Nominations and Elections Committee shall post in all Association arenas a listing of all individuals who have been nominated for election to the Executive on or before the fifteenth (15th) day of March in each year. Such listing shall identify who position each nominee is seeking election for. Option: “Nominations may also come from the floor at the Annual General Meeting.” Some Associations allow nominations to come from the floor at the AGM. This clause has an element of risk to it. An independent group could attend an AGM and nominate individuals who have an agenda, which is contrary to the aims of the Association. Currently the Executive has the power to appoint people to the Executive if there are not enough nominations from the committee. This point needs to be discussed by the executive as what is their pleasure.

Amendment:

9.3 Election Procedures:

(i)The Chair of the Nominations and Elections Committee shall post in all Association arenas and on the website, a listing of all individuals who have been nominated for election to the Executive



within five (5) days of nominations closing. Such listings shall identify what position each nominee is seeking election for.

(ii) Nominations may also come from the floor at the Annual General Meeting. This clause has an element of risk to it. An independent group could attend an AGM and nominate individuals who have an agenda, which is contrary to the aims of the Association. Currently the Executive has the power to appoint people to the Executive if there are not enough nominations from the committee. This point needs to be discussed by the executive as what is their pleasure.

Existing By-Law:

Directors & Responsibilities of Directors

11.2 – Eligibility for Executive – Previously Amended at the AGM held on June 24, 2020, to read as follows:

Applicants for the President and Vice President must meet one of the following:

- a) served on the Executive for at least one (1) year immediately prior to election to either of these positions or,
- b) have/has previous experience on a non-profit organization executive and have been involved with Shallow Lake Minor Hockey in/at some capacity within the last five (5) years.

Existing By-Law:

Responsibilities of Directors

11.6 (h) – Ice Convenor

(iii) Be responsible for updating the weekly Association's ice time schedule bulletin board in the foyer of the Shallow Lake Arena.

Amendment Proposal:

(iii) Be responsible for monitoring and updating the available ice schedule on the SLMHA Website.

Existing By-Law:

11.6 (K) – Tyke Convenor

(i) Be responsible for preparing and executing a quality educational hockey program and schedule for all Tyke Players.

(ii) Report to the Executive throughout the season as to the progress of the Tyke program so that any changes or improvements can be investigated and initiated at the Executive level.

Amendment Proposal:

11.6 (K) – U7/U8 Convenor

(i) Be responsible for preparing and executing a quality educational hockey program and schedule for all U7/U8 Players.



- (ii) Report to the Executive throughout the season as to the progress of the U7/U8 program so that any changes or improvements can be investigated and initiated at the Executive level.
- (iii) Be responsible for organizing the U7/U8 yearly jamboree.

Existing By-Law:

11.6 (m) – Fundraising Committee

- (iii) Responsible to organize schedules for volunteers at required events.
- (iv) Responsible to organize sponsorship for SLMH.

Amendment Proposal:

- (iii) Responsible for organizing schedules for volunteers at required events. This does not include tournaments – these volunteer schedules will be organized by appropriate team managers.
- (iv) Responsible for selecting a Sponsorship Chair within the Fundraising Committee to organize sponsorship for SMLHA.

11.6 (q) – Trainer Convenor (this is an added position. Not in current By-Law.)

- (i) Shall be responsible for the confirmation of trainers' qualifications and training and trainer's contact information.
- (ii) Carry out trainer screening as per policy and guidelines.
- (iii) Ensure each trainer/team is in possession of stocked trainers' kit
- (iv) Refill kits as needed
- (v) Carry out other duties as assigned by the board, executive committee, or the President.

Existing By-Law:

11.6 (o) – Local League Convenor

- (vii) LL Convenor and coaches (if more than one LL team of the same age) will select teams in an effort to balance the teams.

Amendment Proposal:

- (vii) LL Convenor and coaches (if more than one LL team of the same age) will select roster in an effort to balance teams. The Coach Convenor will provide assistance in team selection unless deemed to be in conflict of interest.

Existing By-Law:

Notice

17.3 – Method of Giving Notice:

Whenever under the provisions of the By-Law of the Association, notice is required to be given, such notice may be given either personally, or by telephone or by depositing same in a post office or a public letter box, in a postage paid sealed envelope addressed to the Director, Officer or Member at his or her address as the same appears in the records of the Association. Any



notice or other documents so sent by mail shall be deemed to sent at the time when the same was deposited in a post office or public letter box as aforesaid. For the purposes of sending any notice, the address of any Member, Director or Officer shall be his or her last address in the records of the Association.

Amendment Proposal:

Whenever under the provisions of the By-Law of the Association, notice is required to be given, such notice may be given either personally, by email, on social media or by telephone.

6. Passing of Amended Rules of Operations

Rules of Operations Amendments

Rules of Operations Amendments were brought forward and moved at the February 28, 2024, executive meeting.

The following Rules of Operations Amendments will now be brought forward at the Annual General Meeting on April 20, 2024, and at that time will be voted on to be passed or remain as is.

General Amendments throughout the Rules of Operations

1. Removal of all 1st to Vice President (No longer a 2nd Vice President)
2. Removal of all mentions of Admission Gates/Gate Fees (to reflect the removal of all gate fees by the OMHA)
3. Removal of all mentions of the Cash Calendar
4. Updating of all mentions of organizational announcements/notifications to include SLMHA's social media outlets and website.
5. Any mention of his/her, he/she will be changed to them/they/their
6. Any mention of Tyke, Novice, Atom, Peewee, Bantam or Midget will be changed to U7, U8, U9, U11, U13, U15 and U18.

Existing Rules of Operation:

Discipline following Violation of the Constitution and Rules of Operation

2.4 (a) Membership may be revoked at any time of an individual who has been deemed by the Executive to be in contravention of the SLMHA Constitution and Rules of Operation. Such action shall only result after a fair hearing, recommendation of the Executive Committee, and a majority vote of the Executive.



Amendment:

2.4 (a) Membership of an individual who has been deemed by the Executive to be in contravention of the SLMHA Constitution and Rules of Operation may be revoked at any time.

2.4 (b) Such action shall only result after a fair hearing with the President, Vice President and an additional Executive member deemed to be most directly involved with said individual.

2.4 (c) Findings of the hearing and a recommendation of discipline will be presented to the Executive Committee and implemented (or vetoed) by a majority vote of the Executive.

Existing Rules of Operation:

Registration Dates

3.5 (b) - The registration dates will be advertised in the local papers and radio stations.

Amendment:

3.5 (b) The registration dates will be advertised on the SLMHA website and social media.

Existing Rules of Operation: Remove

3.6 (b) – Registration Fees

All parents participating in the SLMHA will also include a post-dated cheque in addition to the required registration for fundraising requirements.

Existing Rules of Operation:

3.7 (a) – Registration Late Fee

Registrations received after the Early Bird registration date set by the Executive for the current hockey season shall be subject to a \$100.00 late fee. The exception will be first time registrants.

Amendment:

Registrations received after the Early Bird registration date set by the Executive for the current hockey season shall be subject to a \$100.00 late fee.

Existing Rules of Operation:

3.8 (a) Registration Refunds

Refunds will be granted according to the date the written application is received by the SLMHA and the following table:

If player does not go on ice 100% - less \$25.00 no refundable fee



Amendment:

Refunds will be granted according to the date the written application is received by the SLMHA and the following table:

If player does not go on the ice 100% - less \$50.00 nonrefundable administration fee

Existing Rules of Operation:

4.2 (b) Sweaters

Each player will be given a sweater by the coach or delegate before each game. After the game, the sweater must be returned to the coach/delegate. Team sweaters will not be kept in individual player's hockey bags. Players will not wear team sweaters during practice. Coach/delegate will be responsible for cleaning team sweaters on a regular basis. All sweaters returned to SMLHA at the end of the season MUST be washed.

Amendment:

Each player will be given a sweater by the coach or delegate before each game. After the game, the sweater must be returned to the coach/delegate. Team sweaters will not be kept in individual players' hockey bags. Players will not wear team sweaters during practice. Coach/delegate will be responsible for cleaning team sweaters on a regular basis. All sweaters returned to SMLHA at the end of the season MUST be washed and name bars removed. Sponsor bars (where concerned) can remain attached.

Existing Rules of Operation:

Player Movement and Team Regulations – Local League Regulations

5.6 (d) The committee shall do their utmost to provide balanced teams. Following the initial selection of teams and the assignment of coaches, the committee may move players between teams. This will be dealt with on a case-by-case basis and must meet all requirements of the WOAA and needs Executive approval.

Amendment: This amendment is in anticipation of upcoming Re-Zoning proposals being introduced as early as 2025/26 season.

5.6 (d) The committee shall do their utmost to provide balanced teams unless otherwise mandated by Local League roster structures determined by the WOAA. (i.e. tiered rosters if so mandated.)

Existing Rules of Operation:

Coaches Selection - Coaches Selection Committee

6.2 (a) Coaches for the upcoming season shall be selected by selected by committee chaired by coach convenor consisting of Local League, Rep and Ice Convenor then tables to the SLMHA Executive for approval.



6.2 (b) Where there is more than one (1) application submitted for a particular team, the coach shall be appointed by majority vote of the SLMHA Executive. If one of the applicants is on the Executive they will not participate in the vote.

Amendment:

6.2 (a) Coaches for the upcoming season shall be selected by a committee chaired by the Coach Convenor consisting of Local League/Rep Convenor (where applicable) and the Referee-In-Chief, then tabled to the SLMHA Executive for approval.

6.2 (b) Where there is more than one (1) application submitted for a particular team, the coach shall be appointed by majority vote of the SLMHA Executive. If one of the applicants is on the Executive they will not participate in the vote. If a family member of one of the applicants is on the Executive the family member will not participate in the vote due to a conflict of interest.

Existing Rules of Operation:

Selection of Assistant Coaches, Trainers and Managers

6.5 (a) The head coach of the team will select the other team officials for his/her team (assistant coaches, trainers and manager).

6.5 (d) Coaches will be certified in accordance with the OMHA and/or OWHA Regulations.

6.5 (f) All team officials will be required to have a recommendatory PRC completed and attend a Prevention Services Clinic (PRS) supplied by the OMHA.

6.5 (i) All team officials will be required to have a recommendatory PRC completed and attend a Prevention Services Clinic (PRS) supplied by the OMHA.

Amendment:

6.5 (a) The head coach of the team will select the other team officials for their team (assistant coaches, trainers and manager) and submit it to the Executive for final approval.

6.5 (d) Coaches and all officials will be certified in accordance with the OMHA and/or OWHA Regulations.

6.5 (f) Remove from Order of Operations

6.5 (i) Remove from Order of Operations



Amendment:

Team Budgets and Financial Statements

Addition to Section

7.6 (d) If team funds are not available, the team may request in writing to the SLMHA Executive to borrow funds to cover the initial cost of tournament entry fees. The team has 60 days to repay the funds to SLMHA.

Existing Rules of Operation:

Ice Scheduling – Responsibility

9.1 (b) The SLMHA will start buying ice on or about October 1 and stop on or about March 31 each season.

9.1 (d) After the league scheduling meeting, the team must submit to the Ice Convenor, as soon as possible, a copy of the team's scheduled home games for the season.

9.1 (e) Team officials are responsible for contacting the Ice Convenor regarding any home games that are cancelled or rescheduled. If the game is to be rescheduled, the team official must let the Referee-in-chief know the rescheduled date and time.

Amendment:

9.1 (b) the SLMHA will start buying ice on or about September 15 and stop on or about April 3 each season.

9.1 (d) After the league scheduling meeting, the team must submit to the Ice Convenor and the Secretary, as soon as possible, a copy of the team's scheduled home games for the season.

9.1 (e) Team officials are responsible for contacting the Ice Convenor and Secretary regarding any home games that are cancelled or rescheduled. If the game is to be rescheduled, the team official must let the Ice Convenor and Secretary know the rescheduled date and time.

Existing Rules of Operation:

Playing Times – Practice

10.1 (b) The length of the game also includes flooding of the ice (10 minutes).

Amendment:

10.1 (b) The length of the 'game' ice time will be designated as either 75 or 90 minutes (depending on age group); 65 or 80 minutes of game time; 10 minutes for flooding of the ice. A flood may be introduced between the second and third periods for any 90-minute ice times, at the discretion of the coach(es) and/or referees.



Existing Rules of Operation:

Off-Ice Officials – Timekeepers

Addition:

11.1 (b) All timekeepers and scorekeepers must have taken the timekeeper/scorekeeper course and be on the approved list.

Existing Rules of Operation:

On-Ice Officials – Referee Scheduling and Notification

12.1 (c) After the league scheduling meeting, the team must submit to the Referee-In-Chief, as soon as possible, a copy of the team's scheduled home games for the season.

12.1 (d) Team officials are responsible for contacting the Referee-In-Chief regarding any home games that are cancelled or rescheduled. If the game is to be rescheduled, the team must let the Referee-In-Chief know the rescheduled date and time.

12.2 (a) Payment to referees will be according to the current OMHA and/or OWHA referee fee and mileage guide. It is the team's responsibility to pay the referees using their float money received at the beginning of the season from the Referee-In-Chief.

Amendment:

12.1 (c) After the league scheduling meeting, the team must submit to the Secretary, as soon as possible, a copy of the team's scheduled home games for the season.

12.1 (d) Team officials are responsible for contacting the Secretary regarding any home games that are cancelled or rescheduled. If the game is to be rescheduled, the team must let the Secretary and Referee-In-Chief know the rescheduled date and time.

12.2 (a) Payment to referees will be according to the current OMHA and/or OWHA referee fee and mileage guide. It is the team's responsibility to pay the referees using the float money received at the beginning of the season from the booth.

Existing Rules of Operation:

Exhibition Games – Notification

13.1 (a) Team officials must notify their WOAA Convenor and WOAA 1 st Vice President (Dave Garinger) regarding home exhibition games. This information must be relayed for insurance reasons, and in the case of any suspensions resulting from these games.

Payment of Referees for Exhibition Games

13.2 (a) Team officials will be responsible for paying referees for home exhibition games from team float.



Exhibition Games and Tournaments outside OMHA Jurisdiction

13.3 (b) Team officials will be responsible for contacting the Secretary/Registrar to obtain this permit.

Amendment:

13.1 (a) Team officials must notify the Secretary regarding home exhibition games. This information must be relayed for insurance reasons, and in the case of any suspensions resulting from these games.

Payment of Referees for Exhibition Games

13.2 (a) 13.2 (a) Team officials will be responsible for paying referees for home exhibition games from team budget (not Officials Float money).

Exhibition Games and Tournaments outside OMHA Jurisdiction

13.3 (b) Team officials will be responsible for applying for a travel permit (available on the website). The Secretary will submit the permit request to the WOAA for approval.

Existing Rules of Operation:

Fundraising – Purpose

15.1 (b) Funds raised in the current hockey season are to be used to subsidize registration rate and operating costs for the following season.

Amendment:

15.1 (b) Funds raised in the current hockey season are to be used to subsidize operating costs and to pay on ice officials for the following season.

Existing Rules of Operation:

Budget – Budget Committee

18.1 (a) After registration, a Budget Committee consisting of the Treasurer and the current Executive will meet to finalize the budget based on the current registration numbers. The Budget Committee will also determine the number of teams the Association will operate, number of players per team, and the number of hours of ice to purchase per week base on the registration numbers.

Amendment:

18.1 (a) After registration, the Treasurer and the current Executive will meet to finalize the budget based on the current registration numbers. The Treasurer and the current Executive will also determine the number of teams the Association will operate, and the number of players per team based on the registration numbers.



18.1 (c) The Ice Convenor, President and Referee-In-Chief will meet with the Georgian Bluffs Facility Supervisor to determine the number of hours of ice to purchase per week based on the number of teams created for the season.

Existing Rules of Operations:

Banquet, Banners, Awards and Players Processing to Jr. Hockey (Jr. Hockey will be removed from title)

19.2 (a) The Executive shall recognize the following team achievements by purchasing banners for display in the arena:

- (i) WOAA Championship (Local, Rep or Women's')
- (ii) OMHA Championship
- (iii) OWHA Provincial Championship

19.2 (c) Hanging of all banners shall be the responsibility of the Equipment Manager.

19.3 (a) Each year the following individual awards (ESSO medallions) may be presented for each team if requested:

- Most Valuable Player (MVP)
- Most Dedication Player (MDP)
- Most Improved Player (MIP)

9.3 (c) 14. Don Thomas Memorial – Most Sportsmanlike Atom-Juvenile Only.

19.3 (c) 15. Crusher Award – Presented to Fan Favourite Crusher Player who was chosen by SLMHA members.

Amendment:

19.2 (a) The Executive shall recognize the following team achievements by hanging banners for display in the arena:

- (i) WOAA Championship (Local, Rep or Women's')
- (ii) OMHA Championship
- (iii) OWHA Provincial Championship

19.2 (c) Hanging of all banners shall be the responsibility of the Facility staff.

19.3 (a) 19.3 (a) Each year the following individual awards (ESSO medallions) may be presented for each team if requested:

- Most Team Spirit
- Most Dedicated Player
- Most Improved Player
- Separate awards for Teammate of the Year may also be presented for each if requested.



9.3 (c) 14. Don Thomas Memorial – Most Sportsmanlike Atom-Juvenile Only. Removal

19.3 (c) 15. Morris Galbraith Memorial - Team of the Year Award (renamed)

7. Elections – Executive Positions

- a. President – Elected – two (2) year term
- b. 1st Vice-President - Elected - one (1) year term
- c. Secretary/Webmaster - Elected - two (2) year term
- d. Centre Contact – Elected – one (1) year term
- e. Coach Convenor – Elected – two (2) year term
- f. Tournament Convenor – Elected - one (1) year term
- g. Equipment Manager – Elected – one (1) year term
- h. U7/U8 Novice Convenor – Elected – One (1) year term
- i. Manager Convenor - Elected - one (1) year term
- j. Trainer Convenor - Elected - one (1) year term
- k. Concession Stand Convenor – Elected – one (1) year term
- l. Fundraising Committee – Elected - one (1) year term
- m. Fundraising Committee – Elected - one (1) year term
- n. Fundraising Committee – Elected - one (1) year term
- o. Fundraising Committee – Elected - one (1) year term
- p. Fundraising Committee – Elected – one (1) year term
- q. Fundraising Committee – Elected – one (1) year term
- r. Past President – Immediate (if applicable)

The following positions will be Appointed following the Annual General Meeting:

- a. Treasurer – Appointed – one (1) year term
- b. Ice Convener – Appointed – one (1) year term
- c. Registrar – Appointed – one (1) year term
- d. Referee-In-Chief - Appointed - one (1) year term

8. Open Table

9. Set date for first executive meeting of 2024/25 season

10. Adjournment