

Mon September, 2025 - Meeting Room at 7:00PM

Chair: Brad Shantz Secretary: Amy Ray



September 2025 - WMHA Executive Meeting

Officer Attendance

Name	Name	Name
<input type="checkbox"/> Brad Shantz	<input type="checkbox"/> Nadia Elmasry Weiss	<input checked="" type="checkbox"/> Cindy Holland
<input checked="" type="checkbox"/> Gavin White	<input checked="" type="checkbox"/> Sal Abate	<input checked="" type="checkbox"/> Josh Gruhl
<input checked="" type="checkbox"/> Richard Shantz	<input checked="" type="checkbox"/> Amy Ray	<input type="checkbox"/> Nick Horrigan

Director Attendance

Name	Name	Name
<input checked="" type="checkbox"/> Jenna Abate	<input checked="" type="checkbox"/> Lisa Backman	<input type="checkbox"/> Sheryl Martin
<input type="checkbox"/> Katrina Berger	<input checked="" type="checkbox"/> Creg Metcalfe	<input checked="" type="checkbox"/> Lisa Thaler
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/> Patrick Shantz	<input checked="" type="checkbox"/> Jeremy Lovneck

Staff Attendance

Name	Name	Name
<input checked="" type="checkbox"/> Michelle Blake	<input checked="" type="checkbox"/> Kyle Cadeau	<input type="checkbox"/>

Guest Attendance

Name	Name	Name
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

1. Agenda

1. Call to order
2. Guest(s) have the floor
3. Staff Updates
4. Previous Minutes
5. Reports
6. New Business
7. Adjourned

2. Appendices

- A. [Monthly Executive Meeting - August 2025](#) (For approval)
- B. [Budget vs. Actuals: Profit/Loss - April 2025-August 2025](#)

3. Call to Order

Start Time

7:00pm

4. Guest(s) have the floor

Guest

Update

5. Staff Updates

Allows the office staff, bookkeeper, and scheduler to provide updates on their respective areas, discuss any ongoing projects, share important information, and address any concerns or questions from the executive committee.

5.1 Office/Registration – Michelle Blake

- All rep rosters are approved with the exception of the U21A team and the U18BB team. I am working with the coaches to get these sent in for approval ASAP
- I am working with Cindy, Lisa, and Jenna to get our Local league Roster into the system and sent into the OMHA as soon as we can.
- All travel permits have been entered into the OMHA system and they are waiting on Roster submissions to approve team travel permits. I am working with 3 teams who have exhibition games this month to get those in as quickly as we can.
- I am trying my best to get back to all emails in a timely manner. I have been getting a lot so I apologize that I am taking longer than usual to get back to anyone.

Questions

What happens to the payments we make on behalf of teams for tournaments outside of the OMHA.

Next Steps:

Michelle will output those and share those with Gavin and Kyle so that they can be invoiced.

5.2 Schedule – Kyle Cadeau

1. September Tryouts & Development
 - September tryouts and development phase schedules have been released.
 - Thank you to everyone who attended fall tryouts, and best of luck in the upcoming season!
 - Development (“Tony Code ice”) has been released for the following teams: U10A, U11A, U11BB, U12A, U13A, U13BB.
2. Schedules Released
 - IP4 and IP5 schedules are now posted through the end of January.
 - All October ice has been released, with the exception of remaining games.
3. Game Schedules
 - Remaining schedules to be released: U7–U9 MD, U21, and all Local Leagues.
 - Once all finalized game schedules are received, ice will be scheduled through the end of the Tri-County regular season, with the goal of fully using all ice allocations.
4. Power Skating
 - Power Skating has been scheduled through the end of October for U7LL, U8LL and U9LL .
Awaiting direction for the remainder of the season.
5. Ice Allocation Notes
 - I will make every effort to provide each LL team with at least one full-ice session per month. Please note: December and January will be especially challenging due to reduced availability. December has 8 fewer days of ice, and the first two weeks of January are extremely limited due to the Woolwich Curling Tournament.

6. Important Reminder

- Coaches must contact their respective VP in charge for any schedule changes.
- The scheduler will no longer acknowledge direct scheduling requests.

Questions

If two teams are wanting to swap practices, it should come from one of the VPs to Kyle in order to make that change.

Kyle will work with Gavin and Josh on dates for setting up powerskating and will set up the powerskating in the schedule. Local league development will be in Jan/Feb, more information on that to follow.

5.3 Bookkeeper – Kyle Cadeau

August 2025 Data.

Attached is the P&L to the end of August

- 2025-2026 Registration \$276,670.08
- 2025-2026 Sponsorship \$2,435.66
- 2026-2027 Sponsorship-
- 2027-2028 Sponsorship-
- Current AR is \$0

U sport sponsorship was double accounted for in the previous month. The Sponsorship number will grow substantially in September thanks to Creg's hard work. Going forward I will report 3 years rolling of sponsorships to show the goals achieved each year.

Note: There have been many refunds issued through the HCR due to the early bird pricing issue among others. As of the cheques approved after this meeting all outgoing payments are up to date including refunds, vendor payments for concession, and coaching reimbursements. For payment inquires do not hesitate to contact Accounting@woolwichminorhockey.ca

Questions

Bank Signing Authority: Gavin still needs to visit the bank. Once completed, we will have three authorized signing agents on the executive.

Concession Door Issue: The broken concession door continues to impact sales. An update and ETA are needed. Gavin will follow up and CC Kyle. If the issue isn't resolved soon, we may need to consider temporarily closing the concession, as it is not generating sufficient revenue in its current

state.

6. Previous Minutes

The minutes of the previous executive meeting are reviewed, discussed, and any necessary amendments or corrections are addressed by the executive committee. A motion is then presented and seconded to officially approve the minutes of the previous executive meeting.

Motion to Approve - August Minutes

1st - Jeremy 2nd - Lisa

Majority of votes - All in favour

7. Reports

Reports serve to keep the committee informed about the ongoing projects, initiatives, and any pertinent information related to their roles within the association.

7.1 President – Brad Shantz

Welcome back to another exciting season of hockey, meeting new friends, making memories, Good luck to all of you in your upcoming season and tournaments.
Go Wildcats!

7.2 Vice-President - Representative Committee – Gavin White

- We hosted our 2025 pre season coaches and managers meeting with all rep teams. All went well. Good luck to all our teams starting their season in a few short weeks.
- Preseason is underway with a few of our teams attending early bird tournaments. We are looking forward to getting the season started.
- Fall tryouts teams have completed their tryouts and begun preparing for the start of the 2025 season
- Livebarn Consent Waiver needs to reviewed and approved before sending out to all members - https://docs.google.com/document/d/15_VqDrENMsmsd1DDxtkHFfmje-KrzRd-Uahor5kY3s/edit?usp=sharing
- Unfortunately we were not successful in our bid to host the U18A OHF Championship this season. We can discuss applying again next season. This is the feedback we received from the OHF - "We want to emphasize that your bid was of a very high standard, and there was absolutely nothing lacking in the quality of what you put forward. Not all could be accepted—something that reflects

the volume of interest rather than any shortcoming in your proposal. We truly appreciate the effort and thought you put into your bid and hope you will consider applying again in the future.”

- Reminder to all executives to update their roles and responsibilities with a seasonal timeline. This will help future executive members understand what they have to do and when they should plan to do it when they step into the role
- In the future, I would like to suggest that all registration numbers, contacts and rosters including Rep and LL teams, Prep skates and tryouts should be uploaded to a shared excel file for all executives to access. This would cut down on emails and messages to Michelle asking for numbers. Directors can review and send coaches updates easier
- Review all Policies and Procedures
 - We should add electronic voting to the constitution and guidelines around how to maintain quorum online

7.3 Vice-President - Local League Teams – Cindy Holland

- It’s been a busy start to the season, all teams are almost all set and on the ice, except for the U18LL teams who will be selected this week. Big shout out to all the volunteer coaches, trainers and managers who have offered to support a team this season, including two Local league teams with Non parent Coaches.
- We look forward to our season starting October 8, 2025, as our teams start the GRLL loop. New to the loop this year is Woodstock, who will have teams in the U13, U15 & U18 Group. This year Ayr is not participating in the GRLL.

7.4 Vice-President - Coaching – Sal Abate

- Nothing to report

7.5 Vice-President - Player Development – Josh Gruhl

- Prep skates went well this fall season, done by Woolwich hockey academy. We did have some late sign ups again like we did in the spring skates. It was mentioned to have a check in table to sign the players in but did not do it in the fall.
- The goalie clinic had 2 skates and was well attended so off to a good start there.
- The morning development will start in early October with Woolwich hockey academy running our A and BB skates on Snyder. Nexus development will run out Wednesday morning power skates on McLeod rink for LL and MD.

7.6 Vice-President – U9 & Below – Richard Shantz

- OHF meetings have been knowledgeable for the U9MD pilot continuation (new guidelines for associations, coaches, players and refs) waiting for our OMHA Member to send correspondence.

7.7 Coach Selection Committee – Sal Abate

- Thank you to all coaches and staff for your efforts as our fall team tryouts wrapped up. I’m looking forward to watching some competitive Woolwich teams this season.

- Over the past month, my focus has been on supporting coaches for a successful start, while also meeting with fellow VPs to discuss challenges

7.8 Budget Committee – Gavin White

- Nothing to report

7.9 Constitution Committee – Gavin White

- Nothing to report

7.10 Fundraising Committee – Lisa Thaler

- Nothing to report

7.11 Sponsorship Committee – Creg Metcalfe

- Emails & sponsorship forms have been sent out to all of the past companies who have sponsored Woolwich Minor Hockey asking for their consideration for the 2025/2026 season.
- My plan is to hand deliver some sponsorship letters to businesses around Elmira that I don't have an email address for this week.
- Rural Roots has offered to do the same for this season Nov 8, 2025 and have a Woolwich Minor Hockey appreciation night.
- Topics to discuss: How do we use team jerseys (IP4, IP5) etc. to raise funds for the association.

7.12 Tournament Committee – OPEN

- Nothing to report

7.13 4on4 Committee – Jeremy Lovenek &

- Nothing to report

7.14 Equipment Committee – Patrick Shantz/ Brad Shantz

- Jerseys & Socks are in
- Purchased more puck bags & pucks as we were short and need replacements
- Ordered U7LL Set of Jerseys and U7MD jerseys as we did not have a complete set
- A couple of single replacement jerseys to replace damaged ones

7.15 Player Safety Committee – Nick Horrigan

- Nothing to report

7.16 Communication Committee – Katrina Berger

- Nothing to report

7.17 Spirit Wear Committee – Creg Metcalfe

- Nothing to report

7.18 HR/Administrative Committee - Cindy Holland

- Michelle and Kyle have both signed their contracts for the 2025/2026 Season, and will be reviewed again in May of 2026.

7.19 Inclusion and Diversity Committee – Nadia Elmasry Weiss & Lisa Backman

- Nothing to report

7.20 Photography Committee – Lisa Thaler

- currently working to coordinate photo schedules with Brea Smith, photographer. They should be sent out shortly.

7.21 Website – Katrina Berger

- Nothing to report

7.22 WMC Concession Stand – Nadia Elmasry Weiss & Sheryl Martin

- Nothing to report

7.23 Treasurer – Nick Horrigan

- Nothing to report

7.24 First Shift – Nadia Elmasry Weiss

- Nothing to report

7.25 U7, U8 & U9 Local League - Lisa Backman

Evaluation & Team Selection Update

U7 (1 Team)

- Roster Size: 17 players
- Coaching: 5 volunteers have stepped up, though no one has taken on the Head Coach role. With this many coaches, there will be sufficient coverage on the ice and bench.
- Lead Coaches: Sean Totten and Conor Bruzzese have taken the lead with communication and on-ice direction.

U8 (2 Teams)

- Team 1 Head Coach: Mike Laidley – 16 players rostered
- Team 2 Head Coach: Gavin White – 16 players rostered

U9 (2 Teams)

- Team 1 Head Coach: Chris Arseneau – 16 players rostered
- Team 2 Head Coach: Geoff Rhebergen – 16 players rostered

Jerseys & Equipment

- Distributed to all teams.
- New jerseys for U7 have been ordered and will arrive by the end of the month.
- Additional jerseys required for U8 due to larger roster sizes (two sets each of white and blue).

Coaches & Qualifications

- Still working on completion of required courses and certifications.
- Michelle has been assisting coaches with this process.

7.26 IP Program - Jenna Abate

- The IP program is well under way. The coaches and staff have been selected and working on their qualifications. The IP4s and 5s have hit the ice with their new jerseys. Thank you to Whiteway Plumbing for sponsoring the IP4 jerseys and Carquest Auto Parts for sponsoring the IP5 jerseys. A special thank you to Mike Good for his longstanding and generous sponsorship of our IP jersey program. I look forward to watching the progress of our little Woolwich Wildcats throughout the season!

7.27 Advanced Local League Program - Lisa Backman

- Head Coach: Phil Bauman
- Roster: 13 skaters + 1 goalie
- Jerseys & Equipment: Distributed

Season Outlook

- October: Exhibition Season (6 games) – requires approved roster and travel permits.
- November–January: Regular Season (4 league-scheduled games + 2 team-scheduled exhibition games).
- Feb 1 – Mar 12: Round Robin League Playoffs (6–8 games depending on number of teams per pod).
- Mar 21 – Mar 27: Semifinals and Finals (tentative)
 - Semifinals: 1 game
 - Finals: Best of 3

Associations Included in Loop for U13

- Brampton, Center Wellington, Dundas, Flamborough, Guelph, Halton Hills, Oakville and Orangeville.

8. New Business

8.1 - MD Movement Policy: Richard Shantz

Discussion was held on the current policy, which does not allow MD-age players to participate at the level most appropriate for their development. It was suggested that WMHA consider aligning with the updated OMHA policies.

Points raised included:

- The OHF U9 focus is on development, and where numbers are low, players can be pulled from a lower division, while OMHA guidance differs.
- The existing policy wording around “exceptional status” should likely be reviewed at the same time.
- A new policy draft will be prepared for consideration at next month’s meeting.
- A committee will be formed to finalize the policy, including outlining the appropriate parameters. Gavin will draft an initial version after consulting with Richard.

8.1 - Evaluation Protocol: Sal Abate

Discussion on evaluation protocol for U9 and below. It was suggested that coaches be required to keep their evaluation sheets and share them with the association for future reference. This practice could also be extended to all age groups, not just U9 and below.

Along with the new policy outlined above, evaluation protocol guidelines and evaluation sheets should be provided to all coaches in advance of tryouts.

8.3 - Item 2: (Brad Shantz)

- Referees new rates
- \$2 dollar above book rate for each official per game. And an additional \$5 per official charge for a single game. This is to offset a mileage fee that other associations would give to officials and to keep ourselves competitive with neighbouring centres.

Time Keepers new rates

Timekeeper Pay Chart				
period length	minutes	hour	hour rate	Game rate
10-10-10	50	0.8333	16.25	\$ 13.5
10-10-15	55	0.92	16.25	\$ 14.9
10-15-15	60	1.00	16.25	\$ 16.3
15-15-15	75	1.25	16.25	\$ 20.3

- 1 timekeeper for U10-U12 (need to be trained)
- 2 timekeepers for U13 & Above

8.4 - Item 2: Live Barn (Gavin)

Hoping to get online by October 10, 2025, but it will be required for each individual form, from team and parents.

8.5 - U7 MD (Richard Shantz)

An official appeal has been submitted to the board in regards to a member in one of the U9 and below programs, and a committee will be formed to review the matter.

Meeting Adjourned

8:39pm
