



# N.W.M.H.A.

New Westminister Minor Hockey Association  
P.O. Box 456 New Westminister, B.C. V3L 4Y8  
[nwmha.ca](http://nwmha.ca)

## NEW WESTMINSTER MINOR HOCKEY ASSOCIATION EXECUTIVE MEETING

Tuesday, October 13, 2020 7:00pm

### Zoom call

1. Roll Call: Kurt, Mark, Jeff, Nancy, Mike, Kelly, Dez, Frank, Lynda, Mavra, Dale, Brad, Christiana, Rob, Bill, Manny, Janet
2. Regrets: Danielle, Heather, Tom
3. Adoption of minutes: 1<sup>st</sup> Lynda, 2<sup>nd</sup> Kelly. Carried
4. Business Arising:
5. Correspondence:
6. New Business: The following committees shall be formed annually:

### Grievance/Discipline Committee

1. The Grievance/Discipline Committee shall consist of the First Vice-President of the Association (who shall be chair), the Third Vice-President (Safety), the Referee in Chief and two other members of the Executive appointed by the President prior to the first executive meeting in September. If any member of the Committee is directly involved in any matter being considered, the President may appoint a substitute from the Executive to the Committee to deal with the matter in question.

1. Lynda 2. Kelly

### Appeal Committee

1. The Appeal Committee shall consist of the Past President of the Association (who shall be chair), the Second Vice-President (Tournaments), the Treasurer and two other members of the Executive appointed by the President prior to the first executive meeting in September. If any member of the Committee is directly involved in any matter being considered, the President may appoint a substitute from the Executive to the Committee to deal with the matter in question.

1. Dale 2. Mike



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## 7.1 President (Jeff):

NWMHA Start up, I have worked with Both BC Hockey and PCAHA met with these groups weekly for the past 5 months, Asked Desire, Frank and Kurt to help with the procedures to get hockey on the ice.

This past month i have been stretched from one zoom meeting to another to ensure we are set and ready for game play. This will be constant for this season. Thanks to Kurt who has helped streamline the Email system and Documents to give every person clear access for communication.

### Upcoming projects:

Dividers, I have resent ideas and will be meeting QPA staff this week. Ready for November 1st

Review aspects of RPM – considering removing from U18, to give more resources to U11 Coaches and under.

Prepare for Minor Hockey to be shut down – Due to Covid. Expenses, Refund, training Only etc!

Xmas Hockey Camp for u6 to U11 Dec 27<sup>th</sup> to 30 4 1.5 hours 4 ice times a day. Run by RPM.

I would like to thank all of you for your hard work and patience. The new normal is not a lot of fun, and I hope we can enjoy the smiles on the kids as they leave the rinks. I do realize that September was not perfect by any means, but what a here from other clubs, we did run smoothly with very little problems. Forming teams was tough this season from tryouts to the C teams. But I felt we had more coaches and people involved than we had in the past. Thank you all who help get the teams ready to play.

## 7.2 1<sup>st</sup> Vice President (Tom):

### 7.3 2<sup>nd</sup> Vice President (Desiree): Tournament Coordinator Report

- No Tournaments for this season

### Covid Communications

A huge thanks to everyone for all their guidance and support over the past few months. It has been an everchanging whirlwind of activity and we have been fortunate to have the city work with us and be so accommodating to the constant evolution of hockey in this time. As we head into gameplay we will also be evolving and adapting as we find things that work and maybe things that do not.



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The past few months have been filled with many zoom meetings, more emails, text messages and phone calls then I thought possible and many hours of reading ViaSport, Hockey Canada, BC Hockey and PCAHA information. Frank added me to the PCAHA risk group on WhatsApp which has been extremely helpful as many of the PCAHA associations are contributing daily to a dialogue of how guidelines are being developed, answering questions, and anything else to do with hockey in the new normal. This is a brief summary of what's happened to date:

- Beginning of August – Met with City to review the higher level overview of the BC Hockey Member Plan & NWMHA Safety Plan & Guidelines
- Late August – Beginning of Sept
  - Met with city to discuss and create the guidelines to tryouts and practices
  - Creation of the original google screening form
  - Updates to the Safety plan and revisions with the city
  - Sourced masks and placed order for 750.
- Sept Tryouts
  - Original usage of the google form and training the DM's on how to do the check in process
  - Weekly meetings with the city to review and adapt processes and identify issues
  - Adaptation of the guidelines as needed
- Late September
  - Changes and improvements to the google form and the check in process. Many thanks to one of the U9 parents for their help with this.
  - Creation of QR codes to be printed out by the teams to make checking in at the door easier.
  - First school exposure in New Westminister – I used their letter to create a draft for a NWMHA early warning exposure letter
  - Discussion regarding in house development
  - Creation of Google Forms and Check-in for RPM and Veit development times
  - Started on the Guidelines for games with input from
- October
  - Guidelines for games sent to city
    - Key points: All games at QPA. No spectators. Max 22 rostered heartbeats per team. 3 referees. Time and Scorekeeper. 1 Covid ambassador (need to discuss). Everyone entering our arena must do our NWMHA daily screening form. Will be using the same side of the arena for both teams, visitors in dressing rooms enter first, home next to ice surface at North end of Arena (mats are being ordered).



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- Meeting with City to review and change proposed guidelines
- Revised Guidelines sent back to the city for approval... City is working with our Ice Allocator to try to change our schedule so that all games will happen at QPA.
- Des's To Do List
  - Revise and update the Practice Guidelines with latest changes relating to hockey bags, dressing room usage and parents during practices for U6-U9.
  - Revise and update BC Hockey Member plan and NWMHA Safety Plan and Guidelines
  - Post all Guidelines at the Arenas and online.
  - Revise Check in Guidelines document and send to DM's to forward to team managers – this has not been circulated yet as I started it and then revised our check in process and I just haven't had time.

## 7.4 3<sup>rd</sup> Vice President (Frank):

Thank you Desiree for all your efforts to date and ongoing. There has been too much done by her to mention in this report but all should know that we wouldn't be ready to play games as soon as next week, and we are, without the tireless work and innovation Desiree has brought to the table this year.

Thank you Kurt and Janet for all the extra and often late hours as we worked along with Desiree as a covid task force working together to get our policies and procedures written, approved and distributed. Thank you Jeff for your contributions and making yourself available when needed. We all, each and every nwmha volunteer, put those procedures into practice and I am very pleased with where we are at as an association managing the risk of covid.

Most of you know this, some may not, the VP3 roll is the association risk manager. The past few whirlwind months not only was I finding my way in a new roll, as you all know I have been doing so with the risk of a worldwide pandemic happening. Covid is something we all have been dealing with for too long now and each and everyone of us has participated in the process of rolling out hockey safely and without incident. Yes we had a few hiccups which was to be expected, but we all did it and we all need to give ourselves a pat on the back. I thank you all for doing your part, doing a lot more this year than other years and helping manage the risk we all face.

A few things I would like us to discuss next meeting :



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- Team photos/picture night. I asked the photographer to postpone until after Christmas. The likelihood of us parading the entire association through the lobby of QPA safely in one evening is slim to none. Even if the City allowed us to, the photographer will not be doing a group shot, they will photoshop one from the individuals.

\*I will be making a motion that we cancel picture night this year and each team can do their own thing or not.

- Team Safety bags and covid supplies :

Safety People will need to carry more this year. I would like to purchase bags to keep our first aid kits and supplies like ice packs, disposable masks and gloves, sanitizer and wipes as well as the sealed envelope with all the players and team officials medical information forms. (hint hint) We can purchase enough so we have one per team and have them logo'd or identified as an association owned, to be returned to get your deposit back, safety bag.

\*I will be making a motion that we purchase safety bags for each team with an \$80.00 ceiling, likely closer to \$50.00.

\*I will be making a motion that we purchase covid safety supplies such as wipes, sanitizer and disposable gloves. Spare masks will be essential as they soon will be required at all hockey events everywhere we go and we may forget ours or need to change with a fresh one.

I believe we should provide reimbursement or some allowance for coaches that feel they need to wear a N95 grade mask on the bench for games. I recommend that that choice should be made individually, it's not a health authority requirement to wear a N95 to coach hockey and I believe we need to avoid mandating or supplying to avoid any potential liabilities.

\*That being said I would like to discuss reimbursement or allowance for N95 masks for coaches that want them.

**7.5 Treasurer (Kurt):** See attached Operating Statements for period ending August 31, 2020, and September 30, 2020.

Safety equipment - PPE is a required safety equipment this hockey season. I would like to budget up to \$3,000 to purchase PPE under the Uniform, Equipment, and Supplies category.



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Motion to approve operation statements for period ending August 31 and September 30, 2020. 1<sup>st</sup> Mike, 2<sup>nd</sup> Nancy. Carried.

## 7.6 Secretary (Mark):

## 7.7 Coach Coordinator (Mike):

### Coach Coordinator Report

A huge **THANK YOU** to all the executive members for all the hard work to get this season to start.

Special shout out to Des and Frank to get all the Covid19 requirements organized and the hard work of all the DM's to get the message delivered to parents. Lynda had the difficult job of juggling multiple time changes to the ice schedules with the city due to dock fire toxic smoke to Mighty Duck filming. Not to mention achieving the impossible to have the city agree to a Midget C team practice time/date changed due to having no coaches available to the original practice time.

- Mid Aug BC Hockey plan to return to Hockey guidelines. Started Stage 1. Special recognition for Nigel Creightney to be being the recipient of both the PCAHA's (the Bruce Allison Memorial Trophy) and BC Hockey's (Ernie Gare) "Coach of the Year Awards" for the 2019/20 season.
- Early Sept started reaching out to past coaches to find interests to coaching upcoming season. Rep tryout and Atom warm up schedule released and sign-up sheets for on-ice helpers sent out to all coaches.
- Mid sept shared all Covid protocols with coaches for Stage 2 and daily screening for coaches, RPM and Viet. I attended all tryouts for all divisions U11 to U18. The tryout drills for day 1&2 were set by me so that Stage2 would be somewhat in effect on ice. Day 3&4 drills were set by Rep head coaches. Thank you to all that volunteered to help in the entire tryout process. There was only one concern for not having an A2 team and only a few requests to for the evaluation scores.
- Late Sept a request went out to all DM's for all the house coach placements. There were concerns in the Atom and Midget divisions. In Atom 8 of the possible coach's kids ended up making the A1 team and concerns arose for available qualified coaches for the house teams. Heather reached out for volunteers and quite quickly was able to fill the roster for C2 and C3 but C1 was still lacking. RPM was asked to run practices until the volunteer coaches get fully certified. Two coaches are now placed on the C1 team and getting their requirements



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completed. In Midget there was concerns to fill the C1 coach roles. None of the available coaches were able to commit to the Thurs 4:30pm practice time. A request went out to change the practice to use the Sat morning RPM time and swap. Lynda was successful in having the City approve the request and resolved the coaching issue.

- Oct 4<sup>th</sup> a Coaches meeting was held via Zoom. There were 33 coach's that attended and guest speakers of Safety, Treasurer, Equipment, and President. On Oct 8<sup>th</sup> I sent out a recorded version of the meeting along with BCH clinic's open for registration. All clinics this year are going to be on-line this season.
- Currently working with Janet and going through all coach qualifications and reached out to most of those that still need to be certified. A few coaches need to be added to NWMHA HCR from other associations and a few brand new coaches.

## 7.8 Ice Allocator (Lynda):

It has been a nice break for the past few days with no reschedules happening however I will be back at it as we will be losing 6 days of ice starting October 23rd so be prepared for a lot of changes. With this in mind I may only be rescheduling game slots and not practice slots as I have in the past but will have to see how much ice I have and how much I will actually need.

The schedules will be out soon from PCAHA and it will certainly be a learning curve for me to get into the new COVID game scheduling. Games will be in a 3 week block for teams with a 2 week break between cohorts, so all rescheduling will have to be done during that short time frame. Although with no standings being kept if it is absolutely impossible then the game will just not get played, unlike other years where games had to be played. All in all though I can see alot of rescheduling in my future!

## 7.9 Equipment Manager (Dale):

1<sup>st</sup> aid bags were restocked by Pickering Safety and have been distributed to all teams in September, thanks to the DM's for making this happen



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1. Jerseys have begun to be distributed to teams, along with pucks, socks and where needed goalie gear. Approximately ½ the Jerseys are out the door and more will go out on Sunday October 9<sup>th</sup>
2. Hockey Shop delivered most of the socks ordered in the spring, which was enough to cover all the teams for this year. The following is status of the entire order
  - Wool socks for U6-U9 all delivered
  - 40 x Youth - All delivered
  - 89 of the 205 Junior Socks were delivered.
  - 152 of the 165 Intermediate Socks were delivered.
3. Placed an order for 52 new jersey bags, @ cost of \$35 each. The new bags will have the new division names printed on them. This is being done to replace the existing bags with the old names (Atom, Peewee, Bantam, Midget) and many of them have broken zippers or general wear and tear. The old bags will remain in circulation this year and the switch over will happen when gear is returned at the end of the season
4. Ordered 19 new jersey's @ cost of \$77.50ea, to replace lost and damaged ones over the last couple years.

## 7.10 Registrar (Janet):

## 7.11 Referee-in-Chief (Bill):

The past few months has been dealing with issues on how the games are going to be managed. I have attended several meetings since the beginning of the summer as well as the recertification course via "Zoom".

I have included a report that was adapted from the **Officiating Points of Focus** as produced by BC Hockey for all on-ice officials. This report was sent out to the coaches to go over with all players, team officials and parents so that everyone understands how games will look this year.

Highlights:

1. The 'Fair Play Initiative' will be conducted prior to the games without handshakes.
2. Officials must maintain 2 metres distance from all participants during the game. Referees will blow their whistle for the faceoff procedures while linespersons will wear masks between the whistles.



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3. In the 3 and 4-official system, Linespersons will conduct all face-offs.
4. Officials will no longer retrieve broken sticks or lost equipment. Upon a stoppage of play a member of the team that has lost or broken a piece of equipment shall retrieve it.
5. No post-game handshakes will occur. Teams may develop physical distanced alternatives.
6. Unless an individual is in danger, officials will not intervene in altercations.
7. Players are to move straight to the faceoff dots or back to their benches when play stops. Zero tolerance for contact when play stops.
8. Spitting or spitting of water on the benches or on the ice will result in 2 warnings to teams with USC minor (bench minor if individual not clearly identified) for 3<sup>rd</sup> infraction and any further occurrences will result in a Misconduct & report to the league. (Bench minor if individual not clearly identified)
9. Coughing/fake coughing at another individual will be considered spitting under normal circumstances and will result in a Match penalty.

The letter for new officials has been sent out to the U13, U15 and U18 Division Managers. This includes the addition of the **Planning a Safe Return to Hockey** course which is mandatory for all and addition of facial coverings, water bottles and hand sanitizer to the list of required items.

Along with the changes to the division names, on ice officiating crews are now to be referred to as referees and linesperson(s). Please be sure to use this new terminology and remind those that still use the old.

## 7.12 Referee Allocator (Kelly):

The past couple of weeks has just been concentrating on how this season is going to work when it comes to the officiating. I have attended several meetings as well as the recertification course via "Zoom" and all the COVID Rules seem to be consistent and I have included the Officiating Guide link below as found on the bchockey.net website.

[https://cdn.hockeycanada.ca/hockey-canada/Exclusive/return-to-hockey/downloads/HC\\_RTH\\_Officiating\\_Guide\\_EN.pdf](https://cdn.hockeycanada.ca/hockey-canada/Exclusive/return-to-hockey/downloads/HC_RTH_Officiating_Guide_EN.pdf)

I have not yet had to assign any games but I am hoping that when the schedules come out and we have a good idea of how many games there will be and what officials have recertified that the RIC and/or myself will be able to get to most of these games to help the officials with the new norm going forward.

I am hoping that the DIV Managers will remind their teams that they need to let not only Lynda (Ice Allocator) know about their schedules but they also need to let me know as well. That means when they reschedule any conflicts as well.



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Referees are slowly taking the referee courses, so we are slowly figuring out who we have available for games. I have attached a link for all with the Referee Allowances. If DIV Managers could also remind their teams that all money needs to be in separate envelopes with the correct amount of money for their divisions. It is **NOT** up to the officials to make change for themselves and they should **NOT** be handling anyone else's money. It would be a good idea and that every team bring 4 envelopes to every game. 2 for Linespersons and 2 for Referees, this is just in case a team only has two officials show up to a game. They will not be struggling to make change to pay the two officials the referee rate at game time. All envelopes should be sitting ready for the officials at the score keepers' box at game time.

[https://pcaha.ca/referees/referee\\_fees2019-2020.pdf](https://pcaha.ca/referees/referee_fees2019-2020.pdf)

I have spoken with Ron Booth about being able to utilize the rooms in QPA for a new referee clinic and he has given Bill and I his expectations and has assured us that we will be able to use them when the time comes. When we get that set up in the very near future, we will let all new officials aware. It would be appreciated if Christina Pleasants the PW DIV Manager could send out an email to any 2<sup>nd</sup> year players that might want to become officials this year and ask them to get in touch with both the RIC and myself so we can get a list together and let them know what needs to be done.

## Division Managers:

### 1. U6/U7 Mavra:

#### U6

- 9 players on the team and we have two players from U7 participating in their practice times on Sundays when they can for extra development.
- Two new coach volunteers who want to get started on the process of becoming certified. Will connect them with Mavra and Janet.

#### U7

- 24 players split into two teams. They share a Saturday ice time and are looking to get an additional ice time as they are the only group in initiation that have to share a 'game' ice time slot. Understand that this is a Principles of Arena Use guideline but am looking to get more clarity on the issue.
- Volunteer list is looking good with additional team managers and coaches waiting to complete their courses.



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## 2. U8/U9 (Brad):

### U8

- 19 players total. Split into two teams. If we move to phase 3 is it possible to have 19 on ice for the odd practice? It would be nice to get the entire team together.
- 3 coaches in the process of completing their courses to be certified

### U9

- 23 players split into two teams.
- Volunteers are in place.

## 3. U11(Heather):

Tryouts are complete and 1 x A1 team and 3 x C Teams have been formed. Of note, 8 players with Coach involved parents made the Rep team which resulted in very few coaches being available for house. Fortunately, many new volunteers have stepped up to support the C Teams- including new managers, new HCSP, new HCs and brand new coaches.

It is my recommendation that we begin focussing on developing new volunteers and coaches early, and definitely in H4, in anticipation of need once u11 begins.

## 4. U13 (Christiana):

U13 Tryouts ran smoothly. We were able to form the A1 team with 2 cuts by RPM. The A1 team is 14 skaters, 2 goalies.

Once Tryouts were complete we split the C group into 2 practice groups.

The decision was also made to go from 4 U13 teams to 3. This decision was made based on late withdrawals from the group.

Since we went down teams, I had to reorganize my coaching groups. A couple coaches were willing to take a break from coaching this year, which helped to place the groups. Head coaches were chosen based on experience and requests. Brian Di Stefano and Dennis Blaauw were chosen as the 2 heads for C teams. Then I formed the coaching groups based on request to coach together and being sure both teams had strong coaches.

The C players were evaluated by both head coaches over 4 practices. The evaluations from RPM tryouts were also incorporated into evaluations.

We decided to do a draft this year. Head coaches, Frank (VP safety) and myself met to create the teams. The coaches were able to distribute the players as fairly as possible. Frank and I were in agreement that the teams looked fairly even according to the evaluation scores provided. The C teams have 17 skaters and 2 goalies each.



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It has not been officially discussed, but I do not recommend an A2 team for this division this season. There were not enough players participating in tryouts to form an A2 team. Based on RPM evaluations I also do not think there are enough skilled players to create a competitive A2 team in this group. I also feel this would leave our house teams below a competitive level for C competition.

All 3 U13 teams have now been practicing together now for over 2 weeks and have completed their quarantine period and can now officially be cohorts.

The Coaches and managers have attended NWMHA and PCAHA meetings for season start up.

No issues to report at this time.

## 5. U15 (Nancy):

September was busy with A1 tryouts - there were 33 players and 4 goalies trying out. The process went smoothly with no issues. The final roster consists of 15 players and 2 goalies.

Balancing the C group looked very different compared to previous years. Without having the ability to run ice sessions and balancing games, the group of players were divided into two "balanced" groups based on other factors – one being last seasons skill level and play. Each group has 16 players, one with 1 goalie and the second with 2 goalies.

## 6. U18 (Danielle): Final team numbers for U18 to date.

A1

Players: 15

Goalies: 2

C1

Players: 15

Goalies: 1

C2

Players: 14

Goalies: 2

Thank you to Bill Corbett, U18 A1 head coach, for the time and consideration put towards forming the U18 A1 team. Bill took the time to do thorough evaluations, past just skating drills, in order to fully evaluate players prior to making final cuts. Skating



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drills alone don't fully show the skills players bring to games and it is important and appreciated the head coach took the time to fully and fairly evaluate each player.

Thank you to Dale Anderson, Yvon Beaudoin and Mike Narain for the time they put towards splitting up the C team players to form the two U18 C teams. Their evaluations were thorough and well thought out. The C teams are as balanced as can be at this point taking into consideration numbers and scheduling.

There were some issues with ice times for one of the C teams and thanks to our Lynda, our ice allocator, we were able to switch the C1 practice time to Saturdays so the head coach can be available.

Challenges to season start up:

- Schedules (both players and coaches)
- Rep players' potential commitments to external teams. Hard to finalize numbers when there is not certainty around which players might leave or stay.
- Player attrition / retention (some reasons include; COVID, scheduling, other commitments)
- Association new email/gmail system. It was very challenging to try and transition all contacts and information over to a new email system in the middle of the season start up. Appreciate the necessity and time taken to set up the accounts but struggled to transition to the new email system in a timely way. Have mostly set up and will continue to use for the remainder of the season.

Thank you to Desiree for the time put towards getting players back on the ice safely. The health screening was straightforward and had very few challenges.

## **7. U21 Manny:**

## **8. Past President (Rob):**

Motion to adjourn:9:10pm Motion: 1<sup>st</sup> Lynda , 2<sup>nd</sup> Dale . Carried