



2022  
**SAMHA**  
**AGM**



ST ALBERT MINOR HOCKEY  
ANNUAL GENERAL MEETING 2022

ST ALBERT MINOR HOCKEY ASSOCIATION  
ANNUAL GENERAL MEETING  
JUNE 12, 2022  
ST ALBERT CURLING CLUB 7:00 PM  
**AGENDA**

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Order	Item	Owner
1.	Welcome and Call to Order	Shauna Hudec
2.	Review of Agenda	Shauna Hudec
3.	Review of Minutes of 2020/2021 Annual General Meeting	Shauna Hudec
4.	Scholarships and Awards <ul style="list-style-type: none"><li>• Chris Rogers Scholarship</li><li>• Referee Scholarship</li><li>• Barry Horn Memorial Award</li></ul>	Shauna Hudec
5.	Acceptance of Audit Report	Michael Poelzer
6.	Review of the Committee Reports	Don Chanski
7.	By-Law Special Resolutions	Alice Cameron
8.	Election of Officers and Directors at Large	Shauna Hudec
9.	Adjournment	Shauna Hudec



## ST. ALBERT MINOR HOCKEY ASSOCIATION AGM MEETING MINUTES 2020-2021

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DATE July 18th, 2021 - 7:00 PM

Zoom Communications – due to Covid-19 pandemic

Welcome and Call to Order – Shauna Hudec

Introduction of Board Members:

Justin Coderre

Christal Ralph

Kevin Haupt

Karen Hach

Paul Reid

Roger Monette

Andrew Chuckrey

Lisa Magera

Welcome Guests

Tara Fazer – City of St Albert

Joe Becigneul – Ref in Chief

Kevin Porter – President Raiders

Clayton Billy – Past President

Welcome Staff

Shannon, Seema, Allison, Shawn

Welcome Executive Board

Mel Nollski, Don Chanski, Chantelle Brimmage, Alice Cameron

Welcome our new Executive Director – Jane Sedo

**Jane Sedo**

Introduction of Polling Feature and Online Voting Process.

Introduction of AGM booklet.

Introduction of Online Q & A feature and explanation of submitting questions.

**PROPOSED AGENDA for 2020/2021 AGM presented:**

1. Call to Order
1. Review of Agenda
1. Review of Minutes of 2019/2020 Annual General Meeting
1. Scholarships and Awards
1. Acceptance of Audit Report
1. Review of the Board Members Annual Reports

1. By-Law Special Resolutions
1. Election of Officers and Directors at Large
1. Adjournment

Shauna Hudec – requests motion to APPROVE the 2021 AGM Agenda

Don Chanski – moves to approve the 2021 AGM Agenda

Mel Nollski – seconds motion

POLL LAUNCHED – 30 seconds allowed for voting

MOTION PASSED

#### **Shauna Hudec**

Call for questions, comment, or corrections re: 2019/2020 AGM minutes.

CALL FOR MOTION to approve the 2020 AGM minutes.

Don Chanski – moves to approve the 2020 AGM minutes

Mel Nollski – seconds motion

POLL LAUNCHED – 30 seconds

MOTION PASSED

#### **Jane Sedo – Scholarship Recipients**

Calls Shauna Hudec to announce the recipient of the Chris Rogers Memorial Scholarship.

#### **Shauna Hudec**

Introduction – Taylor Tagg, recipient of the Chris Rogers Memoria Scholarship.

#### **Jane Sedo**

Introduction of submission from Pam and Dave Rogers- supporters of the CRM Scholarship

Calls Ref in Chief – Joe Becigneul to introduce the recipient of the referee scholarship.

#### **Joe Becigneul**

Introduction of Madison McCoy, recipient of the Referee Scholarship

#### **Jane Sedo**

Calls President Sauna Hudec to introduce the recipient of the Volunteer of the Year Award.

#### **Shauna Hudec**

Introduction of Sue Forest Trainer, recipient of Volunteer of the Year Award.

#### **Jane Sedo**

Calls Don Chanski – VP Hockey Operations to speak to the 2020-2021 season.

#### **Don Chanski – Hoc VP**

Firstly, I would like to offer my appreciation to our entire Board for their hard work over the last season. This extraordinary year showed an unprecedented amount of planning and hours of meetings. This 2020-2021 Board put in so many volunteer hours with a genuine passion to get our players, coaches and goalies back on the ice. I thank them for all their efforts. There is not a lot to provide for this season for hockey operations because of the pandemic, but the operation committee's member reports on the activities of the 2020-2021 season have been included in the AGM booklet. Secondly, I wanted to thank our staff who very accommodating to the ever-changing Covid protocols and program scheduling. They did a tremendous job securing all the tasks that make this association function at the top of Hockey

Alberta. The operations committee appreciates our experienced Staff that keeps SAMHA moving. Third, my appreciation to the outgoing directors on our operations committee Ken Jennings, Serena Childs and from our Executive Committee - Treasurer Chantelle Brimmage. Thank you for your years of volunteering. I would also like to send a special thank you to Michael Tymko, Joey Glass and Christina Shultz for their years of service to SAMHA. On behalf of the operations committee, I would also like to Jane Sedo on as our new executive Director. We look forward to working together. I would like to thank all our members for their support during this challenging and highly unusual year. I look forward to resuming normal hockey activities in the fall.

Invites Chantelle Brimmage for a summary of Samha audit.

### **Chantelle Brimmage**

Report on the financial year ending April 30, 2020. Fiscal year in 2020 reported a loss of \$181,151.00. This amount includes a net loss from our profits of \$114,784.00 and an additional drop in the property and equipment due to the amortization in the amount of 66,797.00. It should be noted that in the 2018-2019 season we reduced our players registration fees to use up some of the reserves that accumulated in prior years. This year's loss is shown as a reduction in the unrestricted reserve account and in the property equipment account as well.

Chantelle Brimmage – requests motion to APPROVE the 2020 St Albert Minor Hockey Financial Audit.

Don Chanski – MOTION to accept the audited financial statement for the year ending April 30, 2020,

Paul Reid – SECONDS

POLL LUNCHED – 30 seconds

MOTION PASSED

### **Jane Sedo**

Invites Alice Cameron to review the proposed Bylaws resolutions.

### **Alice Cameron – Secretary – Introduction of proposed bylaw resolutions**

Welcome everyone. All of the resolutions that we are putting forward were reviewed by the Board and we are bringing forward to our membership.

2.12 Qualification of Officers and Directors.

Request MOTION TO APPROVE the proposed 2.12 qualifications of Officers and Directors

Paul Reid – SECONDS

POLL LAUNCHED - MOTION PASSED

3.01 Composition – change of wording so it's consistent with policies.

Request MOTION TO APPROVE the proposed 3.01 qualifications of Officers and Directors

Paul Reid – SECONDS

POLL LAUNCHED - MOTION PASSED

2.15 Composition – consistency throughout policies

Request MOTION TO APPROVE the proposed 2.15

Paul Reid – SECONDS

POLL LAUNCHED - MOTION PASSED

3.01/3.11.01/3.11.03 (All remove the word "executive")

Request MOTION TO APPROVE the proposed

Paul Reid – SECONDS

POLL LAUNCHED - MOTION PASSED

2.10 Special Resolutions we want to add to vote ELECTRONICALLY for AGM's

Request MOTION TO APPROVE the proposed 2.10

Paul Reid – SECONDS  
POLL LAUNCHED - MOTION PASSED  
2.13/2.13g Election of Board of Directors - striking to remove repetition  
Request MOTION TO APPROVE the proposed 2.13/2.13g  
Paul Reid – SECONDS  
POLL LAUNCHED - MOTION PASSED  
3.04 change of language – clean up  
Request MOTION TO APPROVE the proposed 3.04  
Paul Reid – SECONDS  
POLL LAUNCHED - MOTION PASSED  
3.07/3.13 QUORUM – inserting word majority for clarity  
Request MOTION TO APPROVE the proposed 3.07  
Paul Reid – SECONDS  
POLL LAUNCHED - MOTION PASSED  
5.03 change to March of each year for current financials  
Request MOTION TO APPROVE the proposed 5.03  
Paul Reid – SECONDS  
POLL LAUNCHED - MOTION PASSED

#### **Shauna Hudec**

The following Nominees have been acclaimed in their positions:

Mel Nollski has been acclaimed

We currently have a position of TREASURER OPEN

Alice Cameron has been acclaimed as secretary

I'd like to Welcome Becki Sinclair – she is one of our new Directors at Large

Krystal Ralph has been acclaimed

Kevin Haupt has been acclaimed

Paul Reid has been acclaimed

Roger Monette has been acclaimed

Two positions on the Board that remain open. The TREASURER and the DIRECTOR AT LARGE. We will post more information about these positions on our website tomorrow. If you are interested, please contact us. I would like to thank our existing members who have committed to another term, and I would like to take this opportunity to welcome Becki Sinclair who is new to our Board.

Thank you to outgoing members. Chantelle Brimmage who was our Treasurer, Ken Jennings who was a Director at Large, Serena Childs – Director at Large, Michael Tymko – Executive Director, John Glass our equipment manager, and Christina Schultz who was our Office Person.

Shauna Hudec – request MOTION TO ADJOURN

Don Chanski MOTION to adjourn 2020 AGM

Mel Nollski SECONDS

#### **Shauna Hudec – Meeting Adjourned**

# PRESIDENTS REPORT



Presented by: Shauna Hudec – Board  
President

AGM June 12, 2022

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SAMHA Members,

This has been an exciting year for our association. The staff and boards have brought about many changes that I believe add to the consistency and transparency that the membership wants to see.

We brought in Team Snap as our new form of registration. It took a bit of time to adjust but from the feedback I received everyone felt it to be better and more time efficient. I think as we get more comfortable with the program, we will find better efficiencies.

For evaluations, the committee decided to use Team Genius for scoring. This is a third-party company that receives the scores and provides us with the tallies. This allowed for more transparency as no one was involved in the numbers.

I was involved in conversations with two other associations in the general governance and financials of Hockey Edmonton. After a few meetings with Hockey Edmonton and EFHL this expanded to all the interlock associations. After many meetings with all the stakeholders, we were able to create a new EFHL with voting rights and access to financials.

The U13AA teams were transferred to the Raiders Hockey Club. The board felt that this would provide a more elite feeling to this division. We also felt that this would help us compete against our competitors. The Raiders and SAMHA entered into a collaboration Agreement.

I was asked personally to sit on the Hockey Alberta U13AA Review Committee. This was a group of presidents from around the province to discuss possible changes to the U13AA program. We had two models develop out of this committee which were presented to the U13AA Committee. The committee decided on the model that went against what we felt was best for our association. The Capital Region is still in conversations and looking for viable options to present at this division. This process consumed most of my term.

Our association started a U5 program, the U11 Junior Raiders and Rec hockey at U15 and U18. The feedback on these programs has seemed promising.

After careful consideration and a unanimous vote, the board decided to end the terms of our collaboration agreement with the Raiders. We also decided to make the Raiders a separate committee under SAMHA with a chair/VP that sits on the executive committee.

This has been a very challenging year with a few things that are still ongoing.

I would like to thank all of staff that work behind the scenes and keep our association running. You ladies are incredible, and I appreciate all of what you have done for me.

Jane Sedo, I do not have the words to express how much I appreciate your work. You have been my sound board and word smith. You have brought so much to our association. All I can say is we won the lottery with you.

Alice Cameron, I thank you for all the information and guidance into our policies and bylaws. You have provided me with the guidance I required and the support I needed. I appreciate it.

Thanks to the rest of the executive officers. I appreciate all that you have done.

Board of directors, you are the heart of the association. Your commitment and dedication shown to this association is incredible. I understand the work and time that you devote to your position is daunting. I appreciate all of you and what you bring to our association.

Coaches and volunteers, you are what keeps our association alive and viable. You are the people that make our teams successful. You provide a positive role model for our players and provide essential life skills as they develop.

I have appreciated that you allowed me to be your President for the last two years. It has taught me many things and allowed me to grow on a personal level. I was very proud to be part of a great group of people and a great association. I think we have started the momentum of change and anticipate that our association will continue to be a great one!

Shauna Hudec  
President



# EXECUTIVE COMMITTEE REPORT



Presented by: Shauna Hudec

Board President

AGM June 12, 2022

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## Committee Members

Don Chanski HOC VP, Mel Nollski Admin VP, Michael Poelzer Treasurer, Alice Cameron Secretary, Jane Sedo Executive Director, Shauna Hudec President

## Objective of the Committee

The objectives of the Executive Committee are to facilitate decision making between boards or in urgent or crisis situations. We are responsible for the decisions that affect the reputation and direction of our Association.

## Committee Activities

The Executive Committee along with the Board of Directors reviewed and made changes to our core values and mission statements:

- Our Vision is to be recognized as the premier minor hockey association in Alberta
- Our Mission is to provide a full-ranged hockey program to enhance the abilities of participants at all levels
- Our Core Values are Integrity, Innovation, Transparency, Consistency, Collaboration and Responsive

With these objectives in mind, we have made plenty of changes to how we run our day-to-day operations and more specifically our different committee's that take care of specific functions in our association. Many of our committees involve members from outside our board and association. Some of the things we did are:

### EFHL

In May of 2021, SAMHA, our Interlock partners, and Hockey Edmonton formed a new EFHL structure. The EFHL now operates independent of Hockey Edmonton and has a constitution and bylaws that support an equal representation of all member associations.

### Recreation Hockey

We successfully introduced Recreation Hockey at U15 and U18; plan to expand this program in 2022-2023

## **U5**

In response to feedback from parents, SAMHA introduced a U5 program; intended to introduce your players to hockey in a team setting.

## **Financial Reporting**

We moved year-end reporting period to align with the AGM; in the future, SAMHA will share a Financial Statement ending March 31<sup>st</sup> of the current year.

## **Team Snap**

SAMHA migrated to TeamSnap to improve member experience and increase data management efficiencies.

## **Other**

I would like to thank everyone on the Executive Committee. There was plenty of meetings this year and we made plenty of changes to the association. Each of you showed dedication in moving the Association forward and helping take the steps in us becoming a leader in the hockey community.

# HOCKEY OPERATIONS REPORT



Presented by: Don Chanski  
HOCVP  
AGM June 12, 2022

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The Hockey Operations Committee (HOC) facilitated 55 teams into the New EFHL, which for the first time, SAMHA had equal representation on their Board as well as a seat on the Operations Committee. HOC also supported programming at our new U5 division, U7, U9 House League, Learn to Play, Rec League and of course our U21 Comets.

This season saw some new programs: U5, Learn to Play & Rec Hockey, which were all a success. The new U11AA Jr Raiders program had its inaugural year with a Minor Hockey Week Championship, City Championship and completing the year with winning our first Jr Raiders Tournament in the spring!

Operationally, we continued with our Coach Selection Committee, our New Evaluation Committee and next year will have a New Development Committee. These HOC Committees will continue to advance SAMHA forward as a strong association that provides a full ranged hockey program to enhance the abilities of participants at all levels.

This is only possible with the great volunteers we have:

Lisa Magera Director of Female Hockey  
Dana Fox U5 & U7  
Becki Sinclair U9 & U13  
Tony Abrantes Jr Raiders & U11  
Karen Hach U15 & U18  
Paul Reid U21  
Kevin Haupt Director of Recreation Hockey  
Roger Monette Director of Evaluations  
Andrew Chuckrey Director of Development

I would like to thank them all for the countless hours of their time spent supporting our programming and ensuring all the players hit the ice after a tough season last year. There was a lot of unknowns going into the season, but these Volunteers never relented.

I also want to thank our Staff that ensures game/practice scheduling, ice, equipment etc. are available and registrations with the Hockey Canada Registry are seamless!

Thank you to the rest of the Executive Committee that worked together and continue to build a strong Association in Hockey Alberta.

# FINANCE COMMITTEE REPORT



Presented by: Michael Poelzer

Board Treasurer

AGM June 12, 2022

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## Committee Members

Jane Sedo, Don Chanski, Shannon Maisano, Chantelle Brimmage, Michael Poelzer

## Objective of the Committee

- Assists the Treasurer and Executive Director in the annual budget preparation for submission to the Board of Directors
- Recommend policies to the Board regarding budgeting and financial planning
- Meet at minimum quarterly to review financial statements policies and the budget.
- Submit Finance Committee report prior to each scheduled Board of Directors meeting informing them on any new developments or projects that underway

## Committee Activities

- SAMHA Budget preparation and recommendation to the Board of Directors for discussion and approval
- Frequent variance analysis of year-to-date actuals to budget
- Review unplanned expenditures and discuss ways to mitigate these instances
- Discussed the execution of various cost savings initiatives that the SAMHA Executive Director was implementing to reduce overheads
- Review family assistance programs and eligibilities
- Review team budgets for approval
- Review per player costs and provide a recommendation to the Board of Directors for registrations fees for the upcoming season
- We decided on a new practice going forward with how to allocate ice costs in our per player costing for upcoming seasons
- Currently in the process of building a SAMHA specific team budget template for teams to use in the upcoming season.
- Working towards better preparing families for the financial costs of team fees and what to expect at various levels as well as discussing implementing a team budget cap at various levels
- Reviewed and discussed multiple ad-hoc finance related issues or questions regarding policies and procedures
- Identified opportunities for improvement within the budget process and other financial activities

# GOVERNANCE COMMITTEE REPORT



Presented by: Alice Cameron  
Board Secretary  
AGM June 12, 2022

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## **Committee Members**

Karen Hach (Director at Large), Becki Sinclair (Director at Large), Matt Becigneul (Community Member), Jane Sedo (Executive Director), Alice Cameron (Secretary)

## **Objective of the Committee**

To review SAMHA policies to ensure continuity between SAMHA Bylaws and compliance with governing bodies' policies. To create stand - alone procedures.

## **Committee Activities**

Terms of Reference for the committee were approved in the Fall. Committee was created and began meeting in November 2021. Policies review concluded in March 2022 and was presented to the SAMHA board for further review and approval in May 2022.

## **Other**

Review of policies highlighted some conflicts in bylaws that will be addressed with special resolutions in the SAMHA 2022 AGM

# HR COMMITTEE REPORT



Presented by: Melissa Nollski  
Board VP Admin  
AGM June 12, 2022

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The HR Committee for the 2021/2022 season participated in some activities that brought forward some positive changes to the Administration of the association!

To start, in collaboration with the Executive Director, the administration was restructured to align with more accurate and accountable responsibilities of the current team in place. Tasks were restructured and a more direct purpose to what takes place behind the scenes was established.

Postings went up for an Equipment Director as well as Administrative Support as both were very much needed to streamline the supports missing to the overall tasks within the office. Both positions were initially set to be part time, but as there was no suitable candidate for the Equipment Directors position, we took into consideration the compensation and need and put that into the Administrative Support position and were happy to add that FT position to the administrative group. We hired a very friendly, reliable and competent member to the team who has been a welcomed addition and assisted in ways that benefit all. We were fortunate to find her!

Restructuring and revising of the HR Committee will need to take place in the upcoming season along with the process and support this group offers to the administration of the organization. I look forward to what that will look like in the upcoming season.

# DISCIPLINE COMMITTEE REPORT



Presented by: Melissa Nollski  
Board VP Admin  
AGM June 12, 2022

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The 2021/2022 season brought forward some new faces to our Board of Directors and different direction added to the team. We started off the season reeling from the previous COVID-19 years with a forward momentum and purpose while reintegrating the membership back to a regular season of hockey programming. Various changes occurred throughout the year, greater emphasis was placed on streamlining processes and procedures, and there was a clear message that our association's objective was to create a more positive culture in hockey.

The overall season was fairly smooth and many of the decisions and activities continued to be handled front line with division directors along with ongoing support from the VP of Hockey Operations. Time was spent reviewing and revising our current Policies and Procedures; re-evaluating how to streamline our associations vision to create a more positive and cohesive alignment with direction from Hockey Alberta policies and processes. Ongoing collaboration proved beneficial to ensure appropriate decisions were made, proper direction was provided, and this was an honest effort put forth by all involved.

Discipline issues were managed accordingly, and SAMHA was again in the path for making change and providing structure to what at times proved challenging to mitigate. Many hours were again spent on submissions to the association around maltreatment and bullying, articles were written that identified challenges and missteps and the continued frustration of the divide between the SAMHA Association and Raiders Hockey program proved to fuel a vessel for change. The gaps identified provided a future focus on revisiting our Discipline Committee structure and purpose and reignite the need for this essential committee in our organization.

There were also various meetings throughout the season that occurred with the Raiders Hockey program leadership and SAMHA to streamline processes for players, parents and follow a model that everyone understands. There have always been many grey areas to navigate, so suggestions and ideas were put forth on ways to bridge the gaps between our two organizations proved imperative to managing the time spent on elite stream challenges and ways to move in a collective and responsive manner.

Having guidance through Hockey Alberta and an Executive Director working behind the scenes to manage the day-to-day situations proved both beneficial and timely and supported the need for change within our own structure and process. The efforts that went into managing the various circumstances that came across our plates do not go un-noticed and we are so fortunate to have the staff in place that are the backbone to what our association has to offer.

In these new times, I trust that the new membership that moves us forward into the 2022/2023 season will bring in a more reactive, responsive approach through transparency, accountability and accessibility that proves beneficial for our members and the association ongoing.

<b>Proposed St. Albert Minor Hockey Association Bylaw Changes 2022</b> Removal of wording is indicated by single line strike through text ( <del>deletion</del> ) Addition of wording is indicated by bold text ( <b>addition</b> )		
<b>Old Wording</b>	<b>New Wording</b>	<b>Rationale</b>
2.07 VOTING RIGHTS  e) Absentee voting will not be allowed by proxy, mailed-in ballot, electronic or any other form of communication;	2.07 VOTING RIGHTS  e) Absentee voting will <del>not</del> be allowed <b>only in electronic form</b> . Voting by proxy, mailed-in ballot, or any other form of communication is <b>not permitted</b> .	Would like to have the opportunity to host hybrid meetings in the future.
2.11 NOMINATIONS  a) Every Member of the St. Albert Minor Hockey Association can nominate a qualified representative for each position open on the Board of Directors for election in any given year.	2.11 NOMINATIONS  a) <del>Every Member of the St. Albert Minor Hockey Association</del> <b>will accept self-nominations, or members</b> of the St. Albert Minor Hockey Association can nominate a qualified representative for each position open on the Board of Directors for election in any given year.	Nominees are voted by the membership; it is a duplication of diligence to require the additional endorsement of the current member to nominate. In addition, the formation of the Nominations Committee supports robust vetting of all nominees.

<b>Proposed St. Albert Minor Hockey Association Bylaw Changes 2022</b> Removal of wording is indicated by single line strike through text ( <del>deletion</del> ) Addition of wording is indicated by bold text ( <b>addition</b> )		
<b>Old Wording</b>	<b>New Wording</b>	<b>Rationale</b>
2.13 ELECTION OF BOARD OF DIRECTORS  At every Annual General Meeting there shall be an election of Officers and Directors as follows for a 2-year term:  Elected on even numbered years (2010, 2012, etc.) shall be the President, Vice President of Hockey Operations (HOCVP) and (5) Directors at Large.  Elected on odd numbered years (2011, 2013, etc.) shall be the Vice President of Administration (ADMIN VP), Treasurer, Secretary, and (5) Directors at Large.  Any elected Officer and/or Director is not permitted to receive any form of compensation from SAMHA, SARHC or a team within SAMHA and/or SARHC.	2.13 ELECTION OF BOARD OF DIRECTORS  At every Annual General Meeting there shall be an election of Officers and Directors as follows for a 2-year term:  Elected on even numbered years (2010, 2012, etc.) shall be the President, Vice President of Hockey Operations (HOCVP) and (5) Directors at Large.  Elected on odd numbered years (2011, 2013, etc.) shall be the Vice President of Administration (ADMIN VP), Treasurer, Secretary, <b>Vice President of Raiders Hockey Club</b> and (5) Directors at Large.  Any elected Officer and/or Director is not permitted to receive any form of compensation <del>from SAMHA, SARHC or a team within SAMHA and/or SARHC.</del>	Addition of a new executive position to support proper representation for the entire membership.



**Proposed St. Albert Minor Hockey Association Bylaw Changes  
2022**

Removal of wording is indicated by single line strike through text (~~deletion~~)  
Addition of wording is indicated by bold text (**addition**)

Old Wording	New Wording	Rationale
<p>3.01 COMPOSITION</p> <p>a) The voting Officers of the St. Albert Minor Hockey Association consist of the President, Vice President of Administration (ADMIN VP), Vice President Hockey Operations (HOC VP), Secretary, Treasurer. These members form the Executive Committee of the Board.</p>	<p>3.01 COMPOSITION</p> <p>a) The voting Officers of the St. Albert Minor Hockey Association consist of the President, Vice President of Administration (ADMIN VP), Vice President Hockey Operations (HOC VP), <b>Vice President of Raiders Hockey Club</b>, Secretary, Treasurer. These members form the Executive Committee of the Board.</p>	

**Proposed St. Albert Minor Hockey Association Bylaw Changes  
2022**

Removal of wording is indicated by single line strike through text (~~deletion~~)  
Addition of wording is indicated by bold text (**addition**)

Old Wording	New Wording	Rationale
<p>3.01 COMPOSITION</p> <p>c)The non-voting positions that report to the SAMHA Officers consist of the Administrator, Administrative Assistant, Registrar, Referee in Chief, Ice Allocator, Sponsorship Director, and Past President. These Members are appointed by the President, VP ADMIN and HOCVP, except for the Past President.</p>	<p>c)The non-voting positions that report to the SAMHA Officers consist of the <del>Administrator, Administrative Assistant, Registrar, Referee in Chief, Ice Allocator, Sponsorship Director</del> <b>Executive Director</b>, and Past President. <del>These Members are appointed by the President, VP ADMIN and HOCVP, except for the Past President.</del></p>	<p>All paid employees of the Association report the Executive Director.</p>

**ST. ALBERT MINOR HOCKEY ASSOCIATION**

FINANCIAL STATEMENTS

FOR THE YEAR ENDED APRIL 30, 2021

# ***Ellis Group*** LLP

CHARTERED PROFESSIONAL ACCOUNTANTS

10111 97A Avenue  
Edmonton, Alberta  
T5K 2T3

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## INDEPENDENT AUDITORS' REPORT

To the Members of St. Albert Minor Hockey Association

We have audited the accompanying financial statements of St. Albert Minor Hockey Association, which comprise the statement of financial position as at April 30, 2021, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effect of adjustments of the matter described in the Basis for Qualified Opinion section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of St. Albert Minor Hockey Association as at April 30, 2021, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

### **Basis for Qualified Opinion**

In common with many not-for-profit organizations, the Association derives revenues from fund raising activities, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the Association. Therefore, we were not able to determine whether any adjustments might be necessary to registrations and fund raising activities, excess of revenue over expenditures, and cash flows from operations for the year ended April 30, 2021, current assets as at April 30, 2021, and net assets as at April 30, 2021. Our audit opinion on the financial statements for the year ended April 30, 2021 was modified accordingly because of the possible effects of this limitation in scope.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Association in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

### **Responsibilities of Management and Those Charged with Governance for the Financial Statements**

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association, or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

## Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

*ELLIS GROUP* LLP

Chartered Professional Accountants

Edmonton, Alberta  
March 9, 2022

**ST. ALBERT MINOR HOCKEY ASSOCIATION**  
**STATEMENT OF OPERATIONS**  
**FOR THE YEAR ENDED APRIL 30, 2021**

	<b>2021</b>	<b>2020</b>
<b>Revenues</b>		
Registration and ice fees	\$ 689,903	\$ 1,296,106
Casino and fundraising	490	-
Sponsors, interest and other	19,189	16,200
Amortization of deferred grants (note 7)	49,807	49,807
	<b>759,389</b>	<b>1,362,113</b>
<b>Expenditures</b>		
Ice rentals	342,088	762,999
Administrative wages and subcontracts	158,611	157,072
Equipment and sweaters	91,039	121,576
Insurance and fees	70,797	109,500
Amortization	63,130	68,662
Office and administration	60,357	89,811
Player and coach development	50,997	80,475
Outside evaluation costs	31,868	46,894
Team photographs and yearbooks	24,208	27,999
Telephone and utilities	15,126	20,992
Advertising, publicity, and donations	13,959	16,162
Professional fees	8,674	35,573
Referees	584	4,274
Minor hockey week	-	1,705
	<b>931,438</b>	<b>1,543,694</b>
<b>Deficiency of revenues over expenditures</b>	<b>\$ (172,049)</b>	<b>\$ (181,581)</b>
<b>Allocated as follows:</b>		
Unrestricted surplus	\$ (115,244)	\$ (114,784)
Invested in property and equipment	(56,805)	(66,797)
	<b>\$ (172,049)</b>	<b>\$ (181,581)</b>
	<b>\$ (172,049)</b>	<b>\$ (181,581)</b>

**ST. ALBERT MINOR HOCKEY ASSOCIATION**  
**STATEMENT OF CHANGES IN NET ASSETS**  
**FOR THE YEAR ENDED APRIL 30, 2021**

	<u>2021</u>				<u>2020</u>	
	Unrestricted Surplus	Equipment Reserve	Operating And Ice Reserve	Invested In Property And Equipment	Total	Total
<b>Balance, beginning of the year</b>	\$ 157,423	\$ 100,000	\$ 150,000	\$ 161,282	\$ 568,705	\$ 750,286
<b>Excess (deficiency) of revenues over expenditures</b>	(115,244)	-	-	(56,805)	(172,049)	(181,581)
<b>Balance, end of the year</b>	\$ 42,179	\$ 100,000	\$ 150,000	\$ 104,477	\$ 396,656	\$ 568,705

**ST. ALBERT MINOR HOCKEY ASSOCIATION**  
**STATEMENT OF FINANCIAL POSITION**  
 APRIL 30, 2021

**ASSETS**

	<b>2021</b>	<b>2020</b>
<b>Current Assets</b>		
Cash and cash equivalents	\$ 376,446	\$ 798,311
Accounts receivable	6,223	5,380
	382,669	803,691
<b>Property And Equipment</b> (note 3)	104,476	161,282
<b>Scholarship Fund</b> (note 4)	12,569	15,486
	\$ 499,714	\$ 980,459

**LIABILITIES AND NET ASSETS**

<b>Current Liabilities</b>		
Accounts payable and accrued liabilities	\$ 40,682	\$ 295,039
Deferred registration fees (note 5)	-	1,115
Deferred sponsorship revenue (note 6)	-	500
Deferred grants (note 7)	49,807	99,614
	90,489	396,268
<b>Scholarship Fund</b> (note 4)	12,569	15,486
	103,058	411,754
<b>Net Assets</b>		
Unrestricted	42,179	157,423
Equipment reserve	100,000	100,000
Operating and ice reserve	150,000	150,000
Invested in property and equipment	104,477	161,282
	396,656	568,705
Approved By The Board	\$ 499,714	\$ 980,459
_____ Director		
_____ Director		

**ST. ALBERT MINOR HOCKEY ASSOCIATION**  
**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED APRIL 30, 2021**

	<b>2021</b>	<b>2020</b>
<b>Cash provided by (used in) operating activities</b>		
Deficiency of revenues over expenditures	\$ (172,049)	\$ (181,581)
Items not affecting cash		
Amortization of property and equipment	63,130	68,662
Amortization of deferred grants	(49,807)	(49,807)
	(158,726)	(162,726)
<b>Net changes in non-cash working capital:</b>		
Decrease (increase) in accounts receivable	(843)	20,598
Increase (decrease) in accounts payable and accrued liabilities	(254,357)	260,493
Increase (decrease) in deferred registration fees	(1,115)	(1,925)
Increase (decrease) in deferred sponsorship	(500)	500
	(256,815)	279,666
<b>Investing activities</b>		
Purchase of property and equipment	(6,324)	(1,865)
<b>Increase (decrease) in cash and cash equivalents</b>	(421,865)	115,075
<b>Cash and cash equivalents, beginning of the year</b>	798,311	683,236
<b>Cash and cash equivalents, end of the year</b>	\$ 376,446	\$ 798,311
<b>Cash and cash equivalents consist of:</b>		
Cash	\$ 119,642	\$ 545,697
Short term deposits	256,804	252,614
	\$ 376,446	\$ 798,311



**ST. ALBERT MINOR HOCKEY ASSOCIATION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
APRIL 30, 2021

**1. Nature Of Operation**

St. Albert Minor Hockey Association (the "Association") is an organization that fosters and promotes minor hockey in the St. Albert area. The Association is a not-for-profit organization and is exempt from income taxes.

**2. Accounting Policies**

(a) Basis of Accounting

These financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations.

(b) Cash And Cash Equivalents

Cash and cash equivalents consist of cash on hand, balances with banks and short term deposits with maturity dates that do not exceed 90 days after year end.

(c) Revenue Recognition

The Association uses the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenditures are incurred. Unrestricted contributions are recognized as revenue when received or receivable. Endowment contributions are recognized as direct increases in reserves.

(d) Property And Equipment

Property and equipment are recorded at cost less accumulated amortization. Amortization is provided using the following rates:

Building	5% Straight Line
Computer	30% and 55% Declining Balance
Leasehold improvements	20% and 25% Straight Line

(e) Measurement Uncertainty

The preparation of financial statements requires management to make estimates that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities as at the date of the financial statements. Amortization is based on the estimated useful lives of tangible capital assets. These estimates and assumptions are reviewed periodically and as adjustments become necessary, they are reported in revenue and expenses in the period in which they become known. Actual results could differ from those estimates.

(f) Financial Instruments

The Association initially measures its financial assets and liabilities at fair value, except for related party transactions which are measured at the exchange amount. The Association subsequently measures its financial assets and liabilities at cost. Financial assets include cash, term deposits, and other receivables. Financial liabilities include trade and other payables.

**ST. ALBERT MINOR HOCKEY ASSOCIATION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**APRIL 30, 2021**

2. **Accounting Policies** - continued

(g) Contributed Goods and Services

The Association carries out its activities through contributed goods and services. The Association does not recognize contributed goods and services on the financial statements.

(h) Statement Of Cash Flows

The statement of cash flows has been prepared using the indirect method.

3. **Property And Equipment**

	<b>2021</b>			<b>2020</b>
	Cost	Accumulated Amortization	Net Book Value	Net Book Value
Furniture and fixtures	\$ 19,700	\$ 8,084	\$ 11,616	\$ 14,520
Computer	81,045	65,904	15,141	18,012
Leasehold improvements	255,154	177,435	77,719	128,750
	<u>\$ 355,899</u>	<u>\$ 251,423</u>	<u>\$ 104,476</u>	<u>\$ 161,282</u>

4. **Scholarship Fund**

A provision has been made for the scholarship fund during the current year. These scholarship funds are provided each year to Midget players and referees to assist them in post secondary education.

5. **Deferred Registration Fees**

Deferred registration fees represent credits available from fund raising operations to be applied to next fiscal year's registration.

6. **Deferred Sponsorship Revenue**

Sponsorship revenue from the Initiation Winter Classic has been deferred as the tournament was cancelled during the year.

7. **Deferred Grants**

Deferred grants relate to grants from the Government of Alberta for renovations of the building and are amortized to revenue on a straight-line basis over 5 years. During the year, the Association received a grant of \$Nil (2019 - \$Nil) from the City of St. Albert.

**ST. ALBERT MINOR HOCKEY ASSOCIATION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
 APRIL 30, 2021

7. **Deferred Grants** - continued

	<b>2021</b>	<b>2020</b>
Deferred grants	\$ 224,274	\$ 224,274
Accumulated amortization	(174,467)	(124,660)
	\$ 49,807	\$ 99,614

8. **Lease Commitment**

Premises are leased from The City of St. Albert for \$5,996 per annum until August 2022.

9. **Government Assistance**

Federal government assistance toward salaries is recognized as a reduction of the corresponding expenses at the time they are incurred, provided there is reasonable assurance that the Company has complied and will continue to comply with all the conditions of the government assistance. During the year, the Company received Canada Emergency Wage Subsidies of \$35,429 (2020 - \$Nil).

10. **Subsequent Events and Covid 19**

In March 2020, the World Health Organization declared the outbreak of a novel coronavirus (Covid-19) as a global pandemic, which continues to spread in Canada and around the world. Not for profit associations are being forced to limit operations for long or indefinite periods of time. Measures taken to contain the spread of the virus, including travel bans, quarantines and social distancing have triggered significant disruptions to associations. The short and long-term impact is unknown at this time.

Management is uncertain of the effects of these changes on its financial statements. The overall effect of these events on the Association and its operations is too uncertain to be estimated at this time. The impacts will be accounted for when they are known and may be assessed.

11. **Financial Assets And Liabilities**

The Association has a comprehensive risk management framework to monitor, evaluate and manage the principal risks assumed with financial instruments. The risks that arise from transacting financial instruments include liquidity risk and interest rate risk.

Liquidity Risk

Liquidity risk is the risk that the Association will not be able to meet its obligations associated with its financial liabilities. Cash flow from operations provides a substantial portion of the Association's cash requirements.

**ST. ALBERT MINOR HOCKEY ASSOCIATION**  
**NOTES TO THE FINANCIAL STATEMENTS**  
APRIL 30, 2021

11. **Financial Assets And Liabilities** - continued

Interest Rate Risk

The Association is exposed to interest rate risk on its short term deposits. The carrying value of these financial instruments are not adjusted to reflect increases or decreases in fair value due to interest rate changes as it is the Association's intention to realize their value over time by holding them to maturity.