



Monday, August 25th, 2025 @ 7pm

Lockett Residence

Call to Order

The president called the meeting to order at 7:06 pm.

President's Report

- 1) Lois Kemp arena is out of commission for another few weeks, replacement ice will be given in the meantime
- 2) Osgoode arena is out of commission until at least November
- 3) Coach Mentoring Clinics – geared towards coaches for U7-U9, teaching how to “self-solve”. Reach out to Ward if you know anyone interested.
- 4) Photos – the notion to continue with the same photography company or change to a different one was brought up

VP – Discipline Risk & Safety

- 1) There are 3 suspensions carried over from last season
- 2) Reminder to get all team staff to submit their paperwork asap. U7 especially was late last year and coaching staff from other teams needed to step in because of the delay
- 3) Complaints submitted to HEO – if anyone needs assistance to reach out to Roshan, the complainant must submit the complaint themselves to HEO, submitted to MDHA does not complete the request.

Convenor Reports

U7

- 1) 79 registrations as of August 25th – same amount as last season.
- 2) Decision to be made on 5 or 6 teams.
- 3) Potential head coaches for all teams have been identified except for the 4yr olds – if a 6th team is added, we will need to find another coach as well
- 4) Funskate is scheduled for September 14th at Fred Barrett Arena

U9

- 1) 82 registrations as of August 25th
- 2) 6 teams but only 3 potential head coaches have been identified

U11

- 1) 3 teams, maybe 4 – will depend on Rep B results

U13

- 1) 3 teams, maybe 4 – only 2 potential head coaches have been identified

U15

- 1) 4 teams – 2 potential head coaches have been identified, 5 or 6 goalies registered
- 2) Goalies to be evaluated during scrimmages only

U18

- 1) Push for parents to video all games, these help with disciplinary hearings

U21

- 1) 17 kids, 1 goalie registered

VP Competitive

- 1) Julia was not in attendance; however, she sent her report prior to the meeting
- 2) Registration numbers are good at all levels
- 3) Working on development plans for all ages, guidelines for all coaches to follow instead of creating individual plans
- 4) Reminder for anyone needing to sign up for contact clinic to do so asap
- 5) Voting on Rep coaches that was previously sent out to board members, all in favor – moved by Todd, 2nd by Melissa – All approved.

Treasurer Report

- 1) Just over \$300K in the bank as of August 25th.
- 2) Team bank accounts and emails are set up.
- 3) Report attached in Appendix 1.

Camps

- 1) Overall, the camps were successful this year, making approx. \$4000 profit
- 2) U9 was the lowest turnout, 12 out of 20 spaces were filled
- 3) Next year, provide confirmation emails for those registered

Fundraising

- 1) Equipment night / BBQ was a success. Approx \$400 raised. Good mixer before the season starts.
- 2) MDHA Pubnight – December 13th. Working on scheduling. Will have a 50/50 draw, Maryam to help with permits for this. Silent auction items will need to be collected.
- 3) Potential fundraiser - goalie vs goalie scrimmage.

Equipment

- 1) All Lacroix orders are complete, McDonald jerseys for U11 have been received
- 2) Discussion on holding off purchasing new jerseys until the storage issue is resolved

Larry Robinson Arena Update – City Councilor, Isabelle

- 1) Scope of work approx. 6000 ft² new area created on the north side of the building / existing renovations. Including 4 large changerooms, 2 alternative changerooms, ref changeroom, showers, lobby, washrooms, multipurpose space, bleachers to include accessible seating, elevator.
- 2) Original budget was set at \$3.8 million, and has risen to \$8.9 million
- 3) Tendering process to begin Winter 2025, work to begin summer 2026, or after the hockey season. Building will be closed for the 2026/27 season, reopening in time for the start of the 2027/28 season.
- 4) Possibly taking out tennis courts to provide extra parking – TBC.
- 5) Storage space in the arena will begin to be charged, no confirmed rate as of yet.
- 6) Proposed new floor plan attached in Appendix 2.

Round Table

- 1) Mid-summer reminder for registration worked well. To repeat next season
- 2) Evaluator swap – Metcalfe, Letirim, Russell ? Ward to reach out
- 3) Convenors to reach out to Tood for support
- 4) Darryl – 2024/25 season is now archived on TeamSnap

Adjournment

Motion to adjourn

- Moved by Maryam

MEETING ADJOURNED

Next Scheduled Meeting : TBD

MDHA – Metcalfe District Hockey Association
Executive Meeting Minutes
August 25, 2025

Position	Name	Attendance (Present/Regrets)
President	Ward Mallon	P
Past President	Julianne Oelke-Simonsen	R
VP – House Operations	Todd Lockett	P
VP – Discipline, Risk & Safety	Roshan Abraham	P
VP – Competitive	Julia Tuff	R
Registrar	Tamara Brittain	R
Ice Convenor	Jason Poloski	R
Treasurer	Rebecca Young	P
Secretary	Sarah Ladouceur	P
Convenor – U7	Andrea Piquette	P
Convenor – U9	Nathaly Larter	P
Convenor – U11	Melissa Dow / Andrew Penner	P / R
Convenor – U13	Jessica Dearden	P
Convenor – U15	Stacey Heins	P
Convenor – U18	Adam Baker	P
Convenor – U21	Maryam Sugrue-Foubert	P
Equipment & Merchandise Coordinator	Jay Kennedy	P
Player Development / Coach Mentor	Nick Pommainville	P
Fundraising Coordinator	Tanya Leger	P
GHA Convenor	Chris Rheaume	R
Webmaster	Darryl Swerbrick	P
Tournament Coordinator	Adrienne Duncan	P
Financial Assistance Coordinator	Caitlyn Pommainville	R

Appendix 1
Treasurer Report



Overview of Bank Status:

As of August 22nd, the bank is sitting with a balance of **\$302,711.98**.

The following are payments where the cheques have yet to be cashed or operation payments that have been scheduled but the payment has not been sent:

Bank - Main Chequing Account						
Reconcile Status: Not Reconciled						
Date	Ref No.	Payee	Memo	Payment	Deposit	Type
21/08/2025		City of Ottawa - HALL RENTALS	Paid by RY credit card - to submit for e-transfer reimbursement	70.21		Bill Payment
22/08/2025		Jay Kennedy	Expense Reimbursement	81.33		Expense

Outstanding Payables & Receivables

A/P Aging Summary Report						
Metcalf District Hockey Association						
As of April 30, 2026						
Supplier	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	◇ Total
City of Ottawa - HALL RENTALS	-	-	135.57	-	791.53	927.10
Gloucester Hockey Association	-	-	-	-	63,626.28	63,626.28
Township of North Dundas	-	-	-	-	-813.60	-813.60
TOTAL	-	-	135.57	-	63,604.21	\$63,739.78
Saturday, August 23, 2025 08:31 AM GMT-04:00						

A/R Aging Summary Report						
Metcalf District Hockey Association						
As of April 30, 2026						
Customer	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	◇ Total
Blues Hockey Association	-	-	-	-	-0.08	-0.08
Sports Pay	-	-	-	-	12,267.50	12,267.50
U10 Castor River Canucks.	-	-	-	-	4,500.00	4,500.00
U12 Castor River Canucks	-	-	-	-	5,830.00	5,830.00
U15 Castor River Canucks.	-	-	-	-	7,667.00	7,667.00
U16 Canucks	-	-	-	-	7,534.00	7,534.00
TOTAL	-	-	-	-	37,798.42	\$37,798.42
Saturday, August 23, 2025 08:33 AM GMT-04:00						



GIC's

- \$80,000 for Jerseys put into an 18 month non-cashable GIC – will come due for renewal March 2026 (which is when it is expected to be needed for deposit on New Jersey Purchase)
- \$7,500 FAP – put into a rolling 1 year cashable GIC

Other Administrative Notes:

- **Noteable Payments**
 - GHA (Ice, Team Fees & Admin Fees) has been paid up to date for what is due (approx. \$48,000)
 - City Of Ottawa Summer Ice – cheque has been cashed (approx. \$10,000)
- **Microsoft Grant – has been approved**
 - We were given a grant for Microsoft – basic/essentials
 - Working with Darryl to get domain authorization (@metcalfejets.ca) verified
 - Darryl will continue to get the remainder set up and Board transitioned over
 - Team Email Addresses still need to be set up
- **Team Bank Accounts & Email Addresses**
 - All accounts have been opened, except for U18 (to be completed week of Aug 25)
 - Final step is to have team email addresses created & e-transfers linked
 - Notices to convenors will be sent shortly to ensure their coaches and managers are aware of the changes for this year
 - Team Treasurer Account Letters – once all set up is completed, templates for each team will be made with login information, policies & procedures
- **To be done this week – Update of Sponsorship Letters & Receipts for 2025/2026 Season – to be posted online**



Where are we with Registration?

As of Aug 22nd

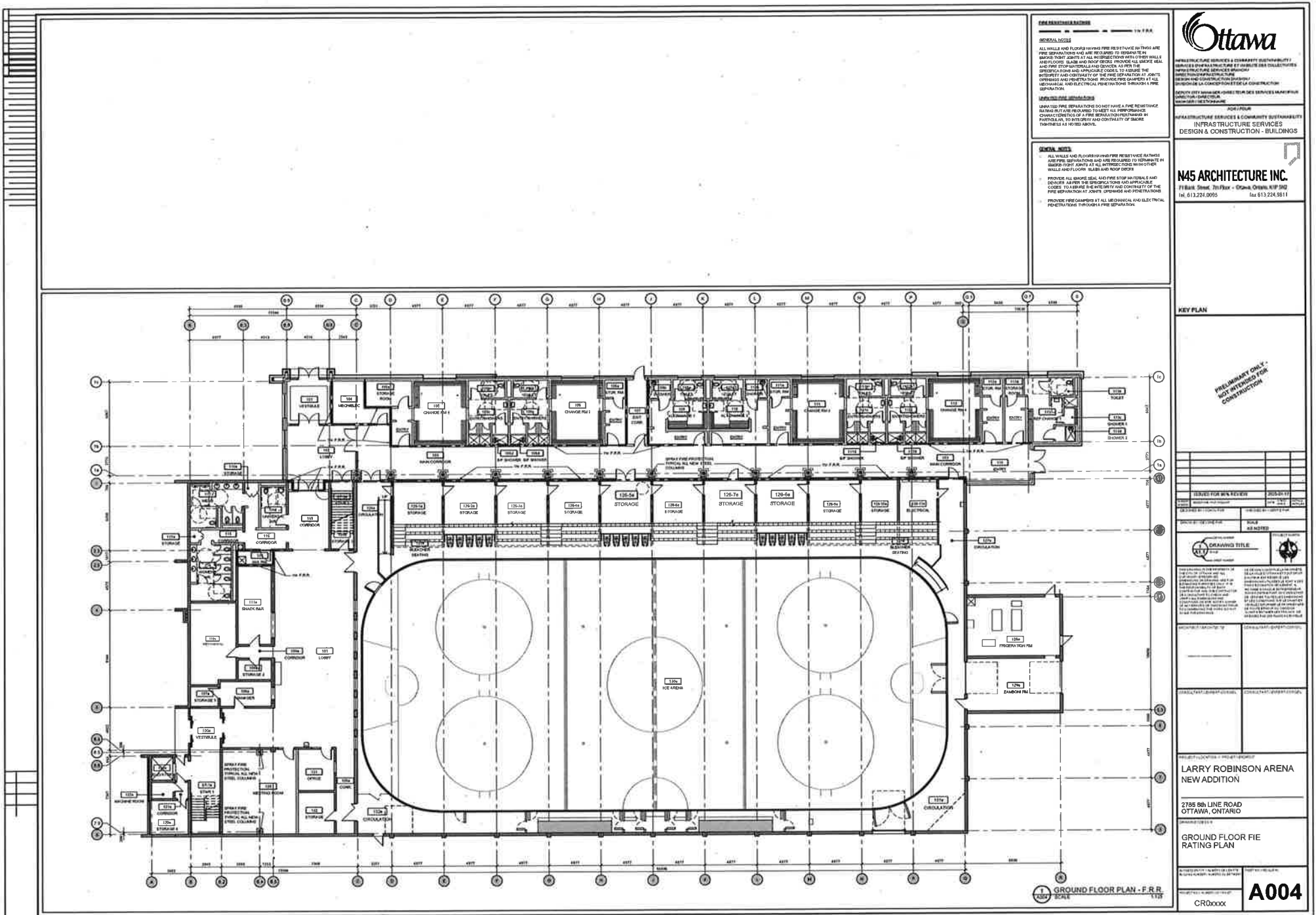
Total Registration Income is \$340,510

	U11	U13	U15 HL	U18 HL	U21	U7	U9
Income							
Registration Fees	38,420.00	52,965.00	55,680.00	52,700.00	6,870.00	30,437.50	50,622.50
District Transfer							
Family Assistance Payments				820.00			845.00
Total Income	\$ 38,420.00	\$52,965.00	\$55,680.00	\$53,520.00	\$ 6,870.00	\$30,437.50	\$51,467.50
Total House League Income	\$ 289,360.00						
Income	U10 Rep	U12 Rep	U14 Rep	U15 Rep	U16 Rep	U18 Rep	
Registration Fees	0.00	0.00	0.00	0.00	0.00	0.00	
District Transfer							
Total Income	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	
Total Rep Income	\$ 0.00						
	Camps & Clinics	Rep Tryouts	U18 Rust Off Game				
Income							
Registration Fees	16,500.00	34,650.00	400.00				
Total Income	\$ 16,500.00	\$34,650.00					
Other Reg. Income	\$ 51,150.00						

Rebecca Young
Treasurer - MDHA

Appendix 2

Larry Robinson Arena – Proposed New Floor Plan



INFRASTRUCTURE SERVICES & COMMUNITY SUSTAINABILITY
DESIGN & CONSTRUCTION - BUILDINGS

N45 ARCHITECTURE INC.
11 Bank Street, 3rd Floor - Ottawa, Ontario K1P 5B2
Tel: 613.224.0955 Fax: 613.224.3511

FIRE RESISTANCE RATING

GENERAL NOTES

ALL WALLS AND FLOORS HAVING FIRE RESISTANCE RATINGS ARE TO BE CONSIDERED AS FIRE RESISTANT. ALL WALLS AND FLOORS HAVING FIRE RESISTANCE RATINGS ARE TO BE CONSIDERED AS FIRE RESISTANT. ALL WALLS AND FLOORS HAVING FIRE RESISTANCE RATINGS ARE TO BE CONSIDERED AS FIRE RESISTANT.

ADDITIONAL NOTES

ALL WALLS AND FLOORS HAVING FIRE RESISTANCE RATINGS ARE TO BE CONSIDERED AS FIRE RESISTANT. ALL WALLS AND FLOORS HAVING FIRE RESISTANCE RATINGS ARE TO BE CONSIDERED AS FIRE RESISTANT. ALL WALLS AND FLOORS HAVING FIRE RESISTANCE RATINGS ARE TO BE CONSIDERED AS FIRE RESISTANT.