



Carstairs Minor Hockey Association

Regular Board of Directors Meeting

Wednesday August 20th, 2025

Carstairs Golf Course, Carstairs, AB

Meeting Minutes of the Carstairs Minor Hockey Association Board of Wednesday August 20th, 2025, held at the Carstairs Golf Course, Carstairs, Alberta.

BOARD PRESENT

Christofer Atchison – President
Jeese Sayer - Vice President 1
Josh Epp - Vice President 2
Brittany Tishenko – Registrar
Becky Spencer – Secretary
Shayne Mercer - Player Development Coordinator
Jason Keogh – Equipment Coordinator
Erin Pelletier - Ice Coordinator
Nicole - Discipline Coordinator
Jessica Crandell - Special Events Coordinator
Vanessa Bortnick - Managers Coordinator & 2/27 League Coordinator
Tyler Rasmussen - Coach Coordinator

BOARD ABSENT

Krystle Stackhouse – Treasurer
Jeff Callaghan - Referee Coordinator

MEMBERS IN ATTENDANCE

Krystal and Mike Taylor
Kayleigh
Danita Stewart
Nicole

CALL TO ORDER President Atchison called the meeting to order at 7:02 pm.

QUORUM President Atchison declared that the minimum quorum requirement of 50% of Board Members is met.

AGENDA Agenda presented for review

MOTION: Director Keogh moved that the agenda for the August 20th, 2025, Regular Board of Directors meeting be accepted as presented.

Carried

APPROVAL OF MINUTES The minutes of the June 18th, 2025, Regular Board of Directors Meeting are presented for the Boards review.

MOTION: Director Bortnick moved to accept the minutes of the June 18th, 2025, meeting as



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presented.

Carried

REPORTS OF THE EXECUTIVE DIRECTORS

President

President Atchison:

- The ice at the arena is in, and Didsbury also has their ice in.
- He has spent the last month checking in on everyone on the board and everyone seems good in their positions and ready to roll.
- Bottle donation from Rocky Mountain Sport was collected today – awesome last minute donation!
Demo Derby is on Saturday presented by the ELKS.
 - We are still looking for volunteers for this
 - We trade our volunteer time for a donation from the ELKS
 - How much are we looking to get this year?
 - Last year we asked for enough to get all kids a pair of sock. We will do that again this year.
- FYI – the town let us know that the logo on the ice will need to be replaced next year.
- The Hitmen will be playing a pre-season game at the Carstairs arena on Sept 12th!!
 - We will need a few volunteers for this, likely 6-8 positions.
 - We will run a 50/50 at the game – in person, not a Rafflebox.
 - Tickets for the game will go on sale next week.
 - We would like our Carstairs kids to wear their Bruins jerseys to the game – Jason will organize this.

MOTION: Director Pelletier moved to approve the President report as presented.

Carried

Vice Presidents

Vice President Sayer: No Report

Vice President Epp: No Report

Registrar

Brittany Tishenko:

- Registration is looking good!
 - Pre hockey – 13 (another possible 4)
 - U7 – 19 (another possible 3)
 - U9 – 33 (another possible 2)
 - U11 – 34 (9 of these players are trying out)



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for AA)

- New procedures with Hockey Alberta – registration will close Aug 30th.
- Possible teacher strike in September... if that happens, hockey will continue as normal!

MOTION: Director Keogh moved to approve the Registrar report as presented.

Carried

Secretary

Becky Spencer:

- Suggested more communication between the team managers and her to provide more content for social media.
 - Vanessa will communicate to managers that they should be sending pics and vids directly to Becky so we can use them for CHMA social media and the CMHA website.

MOTION: Executive Director Sayer moved to approve the Secretary report as presented.

Carried

Treasurer

Krystle Stackhouse: Report presented by Chris

- Current Bank Balances as of Aug 20th, 2025
 - Main Account - \$145,787.37
 - Everybody Plays - \$7,809.78
 - GIC - \$30,000

MOTION: Director Keogh moved to approve the Treasurer report as presented.

Carried

REPORTS OF DIRECTORS

Ice Coordinators

E Pelletier:

- Tournaments have been decided:
 - Dec 12-14
 - Jan 16-18
 - Feb 20-22
- U11C will get the home tournament for the U11s this year



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- The Town has requested that there be more teaching re: setting up and taking down boards.
 - At the beginning of the season a “training session” will be set up for all parents on teams that will be required to set up and take down the boards (pre hockey – U9)
- No Ice on Sept 30th as the Arena is closed for Truth and Reconciliation Day.

MOTION: Director Mercer moved to approve the Ice Coordinator report as presented.

Carried

Equipment Coordinator

J Keogh:

- We are working with Mountain West Promotions again this year and we will be doing a joint store with Crossfield, Carstairs, Didsbury and RMAA.
 - Store will be live in a few days.
 - We would like to do a \$1,000 cash and carry option so we can have merch available for immediate purchase.
 - We would like to do a “try it” day on September 20th at the arena – Jason will organize with Mountain West
- Jerseys have been ordered.
- Jason will get a list to Shayne for all Evaluation jersey #s
- Jason will eg the final cost for socks as we believe they have gone up in price.

MOTION: Director Crandell moved to approve the Equipment Coordinator report as presented.

Carried

Player Development Coordinator

S Mercer:

- We have our list confirmed for all conditioning dates
- He has reached out to try to find more evaluators to come out the week of September 15th to help with evals.
- We are still looking for a goalie evaluator
 - Possible connection through RMAA - Chris will look into this and let Shayne know.



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- Shayne would like to keep evaluation scores for coaches so they can work on specific skills throughout the season. He is hopeful this will allow coaches to help kids in the areas they require more attention.

MOTION: Director Crandell moved to approve the Player Development Coordinator report as presented.

Carried

CAHL Director

J Epp: No Report

Coach Coordinator

T Rasmussen:

- We have 9 coaches signed up so far
- Still looking for more head coaches
- Becky would like to make the coaching application process a bit more clear on the website
 - Chris and Tyler to send info to help with this.

MOTION: Director Crandell moved to approve the Coach Coordinator report as presented.

Carried

Discipline / Appeals Coordinator

Position has been filled by Nicole

- Chris will send her the policy and get the email set up.

Managers Coordinator and 2/27 League Coordinator

V Bortnick:

- Manual will be updated – one it is, we will get it up loaded to the website.
- Managers meeting to be set up ASAP once teams are established.
- No update for 2/27 – rosters, etc will be established mid-September. Year end tournament will be hosted



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by Kneehill for 2025/2026 season.

MOTION: Executive Director Sayer moved to approve the Manager and 2/27 Coordinator report as presented.

Carried

Special Events Coordinator

J Crandell:

- Switching to PADS system so no physical volunteer cheques this year.
- Volunteer hours cannot be traded unless it's a special situation and it has been approved.
- We will need volunteers for the Hitmen game Sept 12th
- Photos will be October 21
- Bottle Drive will be Oct 17
- Mountain West Promotions will come to all home tournaments and set up a table to sell merchandise.

MOTION: Executive Director Epp moved to approve the Tournament Coordinator report as presented.

Carried

Tournament Coordinator

- **New Tournament Committee has been established**
 - Chris will get the email set up for them
 - Krystal
 - Kayleigh
 - Danita

Referee in Chief

J. Callaghan: No Report

RMAA Representative

President Atchison

- U13 – 66 players + 7 Goalies
- U15 – 3 teams
- Female team is a no go for this year
 - Female players will likely go to Olds to play



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- Hopeful that in the future we could see a U9 female team split between Crossfield, Carstairs and Didsbury
- RMAA will be using ice in Cremona as the U15 is done and all players have gone to RMAA.

MOTION: Director Rasmussen moved to approve the RMAA Representative report as presented.

Carried

NEW BUSINESS

A. Player Movement Request

The Board has received a request to accept an import player from the Didsbury Minor Hockey Association. The RMAA Board has approved for the request to be granted at the discretion of the CMHA.

MOTION: Moved by Director Bortnick that the Board accept G. Moran as a player import for the 2025/26 season.

Carried

B. Evaluation Handbook and Schedule

The Board is presented with the 2025/26 Evaluation Handbook and Schedule which governs the administration of the evaluation process.

MOTION Moved by Director Keogh that the Board accept the 2025/26 Evaluation Handbook and Schedule as presented

Carried

C. September Ice Schedule

The proposed September Ice-Schedule is attached for the Boards review. Specifically, two notable changes from previous seasons are being contemplated as follows:

- 1) Delaying the first practice from September 23rd to September 25th to allow for teams to be formed, coaches picked and communications handled;
- 2) Allowing teams to practice on September 28th as practices will not occur on September 30th due to Truth and Reconciliation Day

MOTION : Moved by Executive Director Spencer that the Board accept the proposed September Ice Schedule as amended to the following dates:

- September 23rd – Player Development



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- September 25th – First Team Practice
- September 28th – Team Practice
- September 30th – No Practice / Arena closed

Carried

D. Pre-Hockey and U7

For 2024/25, the Board made the decision to allow for Pre-Hockey to be moved to Tuesdays and Thursdays in conjunction with U7 teams instead of the historical Saturday Morning Ice-Time. The Board will be asked to consider how this model will work for 2025/26 with the current registration numbers of:

U7 - 18

Pre-Hockey – 10

- Erin will provide a few options for pre-hockey times to return to a weekend ice-time.

E. Policy I “Registration, Fees and Refunds”

Policy I, Registration Fees and Refunds, has been returned for the Board’s review and comment relative to the ability for volunteer hours to be transferred to other members, which has been a historic ambiguity in the policy.

MOTION: Moved by Committee Member Taylor that the Board approve Policy I “Registration, Fees and Refunds” as presented.

Carried

F. Policy F “Hockey Operations”

Policy F, Hockey Operations, has been returned for the Board’s review prior to the start of the season as it provides guidelines for evaluations and for coach selection processes.

MOTION: Moved by Director Keogh that the Board approve Policy F “Hockey Operations” as presented.

Carried

ADJOURNMENT The August 20th, 2025, CMHA Board of Directors Meeting was adjourned at 8:44pm

NEXT MEETING: Next Meeting will be Wednesday September 17th, 2025, at 7pm