



**CASA Technical Planning Meeting Minutes (Draft)**  
**Wednesday, February 25, 2026**  
**7:00 pm (Virtual)**

**Meeting Called to Order:** 7:01 pm

**Attendance:** Thirteen out of Seventeen Members Present- Quorum established

**Membership Present:** Bentley Minor Soccer: Allison Brink, Blackfalds Minor Soccer: Marcia Arneson, Camrose and District Soccer Association – Grace Doucet Innisfail Outdoor Soccer Club: Cynthia , Lacombe Soccer Club: Jeff Mason, Penhold Minor Soccer Association: Bart van der Loop, Ponoka Minor Soccer Association: Lonny Behm, Rimbey Minor Soccer Association: Leann Cross, Rocky Mountain House Soccer: Oliva Atwater, Amanda Paradis Spruce View Minor Soccer: Rolf van Benthem, Stettler FC: Wade Stewart, Sylvan Lake Blizzard: Kevin Breitskreutz, Julie Maplethorpe, Wetaskiwin Soccer Club: Simon Kelm, David Kelm

**Staff and Executive Present:** President – Tracy Everett, 1<sup>st</sup> Vice-President: Rob McArthur, 2<sup>nd</sup> Vice-President – Andrew Vanderburg, Director-at-large 1: Philip Ignacio, Director-at-Large 2: Tanya Breitskreutz

**Executive Director –** Tammy Olson, **Competitions and Development Co-ordinator –** Pedro Noschang

**Absent:** 1<sup>st</sup> Vice-President: Rob McArthur, Bashaw Soccer Club, Central Alberta Men's League, Clive Minor Soccer, SC Central Alberta

**1. Outdoor Leagues** (See Provided League Document-Appendix A)

a. U9 Development League (5 v 5 with a keeper)

- The league was originally created for smaller clubs, many with just one team. CASA now schedules games; the league has no standings or scorekeeping and needs little management after kickoff. It now includes larger communities as well.
- The membership received a league structure document on February 2, 2026, from the CASA office. The document sent to the clubs was based on previous seasons.
- Recommendation: U9 League move to weekends to not interfere with U9 House League
- Discussion held:
- Comments:
  - Registration is already open and established in clubs, switching to weekends would be a hinderance.
  - There is some agreement to the recommendation.
  - U9 tournaments are a viable option for those unable to participate during the week. Exhibition games can also be arranged.
- Motion: Ponoka Minor Soccer (L. Behm). *"I motion that some U9 development league play occurs during the weekend"* **Seconded:** Wetaskiwin Soccer Club (S. Kelm). **Motion defeated. Five in Favour. Seven Against. One abstention**
- **ACTION:** Club request for a survey to be sent out to establish if any teams would be willing to have some weekend games. A survey will be sent out by staff.



b. U11 League (7 v 7 with a keeper)

- Tier 4A and Tier 4B or Tier 3 and Tier 4 Boys and Girls (if declarations warrant both divisions)
- Discussion held:
- Comments:
  - Recommendation that we switch from U11 4A and U11 4B to U11 Tier 3 and Tier 4
  - The league will be divided into Zones to limit travel in Tier 4. Dependant on the number of teams declared this may not be possible for Tier 3.
  - Can CASA Tournaments create a Tier 3 division in their tournaments? Confirmed by staff that the tournaments can change their initial sanctioning by contacting the CASA office to have divisions added.
  - Will clubs be required to declare a Tier 3 team if they have more than one team in a division? Staff clarified that individual clubs decide on declarations, it will not be a requirement.
- **Motion:** Sylvan Lake Blizzard Soccer Club (K. Breitreutz). *"I motion that U11 change from U114A and U11 4B to U11 Tier 3 and U11 Tier 4 in both the Boys and Girls Divisions, and that the season duration remains the same ending at the end of June"* **Seconded:** Wetaskiwin Soccer Club (S. Kelm). **Carried. All in Favour.**
- Further Discussion:
  - Concern brought forth about team splitting to ensure they are equal. CASA offers the service of sending out neutral evaluators to assist the clubs in this process. The larger CASA grew the harder it was to attend the number of locations. Clubs can request to the CASA Office for assistance.

c. U13 League (9 v 9)

- Tier 3 and Tier 4 Boys and Girls (if declarations warrant both divisions)
- **Motion:** Ponoka Minor Soccer Association (L. Behm). *"I motion that U13 Tier 3 Boys and Girls Divisions be extended two weeks into July."* **Seconded:** Lacombe Soccer Club (J. Mason). **Motion carried. Twelve in Favour. One abstention.**
- Further Discussion: Added games to extended season
- **Motion:** Lacombe Soccer Club (J. Mason) *"I motion that U13 Tier 3 Boys and Girls Divisions include two additional games be added to the extended season."* **Seconded:** Ponoka Minor Soccer Association (L. Behm). **Motion carried. Ten in Favour. Three abstentions.**
- A cost analysis will be done by the Executive Director to determine the extra league fee for the extended season to be distributed to the clubs.
- Further Comments:
  - Concern in the varied field sizes last year. Can CASA ensure it is standardized. This is not necessarily something that CASA or the clubs can control because the fields are owned by the communities. Fields in smaller communities are often used by multiple age groups.
  - The updated Canada Soccer standards document for field sizes is posted on the CASA Website under CASA Technical / Player Development – [Grassroots Soccer Long Term Player Development](#). Additional documents will be uploaded to the CASA website for clarity.



d. U15 League

- Tier 3 and Tier 4 Boys and Tier 4 Girls (if declarations warrant both divisions)
- Executive Director advised that the CASA Office be informed by March 23, 2026, if you will be running Tier 3 programs and at what level to ensure we can provide options if any of the leagues will not be viable including U13 Tier 3.
- Discussion:
- Comments:
  - Question will there be U15 Tier 3 girls as well or just boys? Numbers have not been sufficient to split the girl's division, although the program is growing it is unlikely that it could be split for the 2026 Outdoor season.
- **Motion:** Ponoka Minor Soccer Association (L. Behm). *"I motion that U15 Tier 3 Boys Division be extended two weeks into July, and that U15 Tier 3 Boys Division include two additional games be added to the extended season."*  
**Seconded:** Stettler Minor Soccer (W. Stewart). **Motion carried. Nine in Favour. One opposed. Three abstentions.**
- Further Discussion:
  - If we do not end up with a viable U15 Tier 3 Boys league, can we create a CASA United team for after the season? It is possible to create a Tier 3 from multiple clubs for after the season to compete in tournaments and possibly Tier 3 Provincials. This decision would need to be made no later than June 11, 2026, to align with Alberta Soccer declaration deadlines.
  - How would a CASA United team affect the U15 Tier 3 Boys League? Teams can always be created for after the season, however with a viable league they cannot come in and win the Provincial berth. They would only be eligible for that if there was no viable league.

e. U17 and U19 Leagues

- Tier 4 Boys and Girls
- If sufficient declarations in either Boys or girls, these two groups could be split with U17 and U19 competing separately. Combining the two divisions does not interfere with a team's status of either U17 or U19 for provincial declarations.
- The Executive Director has been in discussions with Red Deer City Soccer and Big Country Soccer (Olds) to determine if they would have teams who would participate in these divisions. Crossover games would be scheduled for any games further than 1.5 hours distance between teams.
- Discussion
- Comments
  - Recommendation that if it is at all possible that the divisions split to allow call ups. U15 to U17, U17 to U19. The call ups would only be allowed if the divisions split.
- **Motion:** Sylvan Lake Blizzard Soccer Club (K. Breitreutz). *"I motion that if it is viable and the two divisions split that the days of play be U17 – Monday and Wednesday and U19 be Tuesday and Thursday to allow for those call ups."*  
**Seconded:** Stettler Minor Soccer (W. Stewart). **Motion carried. Ten in Favour. Two abstentions.**



## 2. Coach Education

- Grassroots Workshops. A form was sent to the Clubs in January to request Grassroots on-field workshops in their communities.
- It has been determined through analysis of previous years' participation numbers as well as ensuring that all of CASA be covered, North, South, Central and West. North – Camrose and Wetaskiwin, Central – Lacombe and Sylvan Lake, South – Innisfail, West – Rocky Mountain House. This process also allows the furthest Soccer communities in CASA to host courses, which has not often occurred. The host clubs have all been notified.
- The instructor within CASA was asked to submit his availability, additional instructors will be supplied by Alberta Soccer.
- Clubs will be notified once all facilities have been confirmed within the host communities and information and registration links will be posted on the CASA Website as well.
- Comments and Questions
  - Criminal Records check requirements – The criminal Records check and Vulnerable Sector are valid for three years. Vulnerable Sector check is the recommended avenue when working with children. They can be done more often, annually if you wish; this would be a club decision.
  - Respect in Sport valid for five years
  - Coach certification does not expire.
  - Rule of two – Can a husband and wife as co-coaches be adhering to the Rule of two? This may expose both the club and individuals to liability. A neutral third-party, such as a manager or bench parent, should always be present. No specific rule prohibits this. It can also create issues within the team as parents would not feel comfortable with telling a coach if they were unhappy with the other coach. This can cause team problems, as parents may be reluctant to tell a coach if they are dissatisfied with another coach. **ACTION:** Recommendation that CASA create a policy for this as a best practice

## 3. Standards of Quality Soccer (SQS)

- Updated Grassroots Soccer Standards (Canada Soccer) have been received and posted on the CASA Website. No additional information has been sent from Canada Soccer as per revisions.
  - Clubs need to ensure they have all the required policies posted on their own website. Contact the CASA office for assistance, adopt policies already adopted at the district level. Ensure your coach database is updated. Coach databases with certifications can be provided by CASA. The databases are updated one to two times a year.
  - Minimum Coach requirements have not changed: Head Coaches are required to have full certification at the correct level of play, Respect in Sport or Making Ethical Decisions and the CPIC/VSS. Assistant Coaches must have a minimum Respect in Sport and CPIC/VSS



- U9: Teams participating in a league, either house league or travel league must adhere to the same standards as above.
- U5-U9 – not participating in league play are required to have fully certified coaches on site at all programs, this does not necessarily mean that if you have 40 U5's you need 10 certified coaches but possible 2-3 leaders with parent helpers. Everyone dealing directly with children are required to have a CPIC/VSS.
- Districts oversee ensuring clubs remain compliant, with more staff we hope to be able to have adequate time to do this. Staff will reach out soon.
- **ACTION:** Executive Director will contact Alberta Soccer regarding the statement that a club was told that no coaches needed to be certified unless they were going to provincials, this goes against SQS standards for licensing.

#### 4. Referee Courses and information.

- Four Mini courses and four Entry Level courses will be offered this season as well as refreshers. The referee courses have already been established with the hosts. Refresher requests can still be submitted to the office.
  - Hosts of Mini and Entry Level: Rimbey, Camrose, Sylvan Lake, and Lacombe
  - Refresher hosts – Camrose. Lacombe and Sylvan Lake
- CASA New “Referee Abuse Prevention” policy, created by the CASA DRA, adopted by the CASA Executive, and approved by Alberta Soccer referenced as “Take 5”. This will be posted and shared with all coaches to provide to both their players and spectators. Referee abuse is one of the main reasons referees leave.
- Recommendation of field marshals assigned to each game. Large leagues follow this route. Each team is given a referee liaison lanyard. It is worn by a representative from each team; they introduce themselves to the spectators and report to the Head Referee.
- Request to adjust CASA game sheets: Previously investigated by the Executive Director. RAMP discontinued customized game sheets two years ago and would only update the logo, not other features. **ACTION:** This will be investigated further by the Executive Director.
- Clarification: CASA lacks authority to change minimum red or yellow card punishments; these standards are set by FIFA and followed by Alberta Soccer and Canada Soccer.

#### 5. Alberta Summer Games Update

- Red Deer City Soccer will oversee Alberta Summer games administration for our Zone in 2026
- 2026 – Age group – U14 – Players born 2013 and 2012
- Alberta Soccer has informed the zones that they will be determining coaches and tryout dates for 2026.
- Concern brought forth about the required credentials for the coaches.
- Evaluators from both districts will be assigned to the tryouts.



- CASA and RDCSA are still waiting for further contact from Alberta Soccer. Limited information has been provided.

## **6. New Business**

- Provincials will be hosted at the Dome, but CASA is not hosting or assigning referees. Red Deer City Soccer has been given assigning duties for both there and the Westerner.
- Recommendation that the planning meeting for the Spring Season occur in the fall, making it easier for everyone to plan and bring forth recommendations for consideration.

Meeting adjourned: 8:58 pm