



Lakeland District Soccer Association  
Spring Planning Meeting Minutes  
Telus Team Meeting  
February 11, 2024 @ 7:30

**1. Call to Order:** 7:31 pm

**Roll Call:** Those in attendance

**LDSA:**

Josh Phillips - LDSA President, BV Tech. Dir.

Julie Robicheau – LDSA 1<sup>st</sup> Vice President

*Glenda Bouvier – absent*

*Darlene Larocque – absent*

Melissa Foglietta - LDSA Exec. Dir., BV Registrar

Jose Teixeira – LDSA District Ref

**Bonnyville:** Myk Morris – President

**Cold Lake:** Josh Correia – Vice President

**Elk Point:** *Absent*

**Hardisty:** *Absent*

**Kitscotty:** *Absent*

**Lac La Biche:** *Absent*

**St. Paul:** Jennifer Graham - President

**Sedgewick:** *Absent*

**Vegreville:** Shelley Berry – Registrations & Communications

**Vermillion:** Gordon Barrett - President

**Guest** *n/a*

**2. Additions to the Agenda:** Added points:

- a. 5.b.ii. a Vegreville expressed interest in hosting U15/U19 weekend.
- b. 4.d. SQS

**Approval of Agenda:** 1<sup>st</sup> St. Paul, 2<sup>nd</sup> Julie

**3. Approval of Previous Meeting Minutes:** 1<sup>st</sup> Bonnyville, 2<sup>nd</sup> St. Paul

**4. Unfinished/Ongoing Business/Reports:**

a. **Administrative:**

- **Outstanding Invoices:** One outstanding invoice for Kehewin Soccer as at Feb. 7, 2024
- **Bookkeeping:** All books are up to date as of Feb. 7, 2024

b. **Referee:**

- **DRA Update:**
  - Booking courses for the communities

- Can be booked in different communities, do encourage communities to share course times
- Start booking in March/April to be ready for springtime.
- Question was asked if the renewal fee went up to \$70. LDSA President confirmed it is now \$70

c. **Technical:**

- 2 senior teams going to provincials this year
- Nothing else to report

d. **SQS:**

- Vermillion needing to get their license with ASA
- Using a lot of the documentation and policies from LDSA
- End of March deadline, don't see any issues

**Discussion:**

- Vermillion asked: Did any of the communities receive any communication from ASA regarding finalizing their rosters past the deadline?
- LDSA President indicated that roster finalization is ongoing, just complete and submit what you have to-date, ASA is understanding of this.
- Vegreville – coach transcripts are not updated when practical and courses are completed.
- Bonnyville – noted they had just received their certificates and their courses were done last year.
- Vegreville – started a file to hold a copy of the completion screen/email and receipts on behalf of the coaches.

**5. New Business:**

a. **Technical**

i. **U13 – 9v9**

- Bigger districts pushing for 9v9 for outdoor
- It will be up for voting at ASA AGM
- If approved, the outdoor provincials will use this format
- If approved, ASA would like to have districts onboard within 2 years.
- If it is approved, we will have a discussion on our go-forward for our district at that time.

ii. **Outdoor Game Formats and Processes ([see appendix i](#))**

- Aside from the potential change to the U13 9v9 format, nothing else is going to change
- U7 is 5v5, Canada Soccer wants 3v3 – we will continue to use 5v5
- U11 is 7v7, aligned with Canada Soccer – ASA is 8v8, we have put some pressure on ASA to follow Canada Soccer considering we have all completed SQS stating we would follow, so should they.

### iii. Senior Outdoor League

- Myk Morris had applied, and approved for, the Adult Coordinator for the district
- A lot of new faces, we have formed 2 teams to go to provincials (male & female)
- 7v7 co-ed league for outdoor – pitch, game duration and offsides are in place
  - Rules are still in draft at this time
  - Calgary is doing 7v7 as well, curious as to their rules
- Youth 16 and over can play on both – LDSA will ensure scheduling conflicts won't arise

### b. Competitions

#### i. Outdoor League Play

##### a. Referee Scheduling

- Community Referee Directors (or designate) to schedule
- Neutral Site Games: All referees scheduled by the Home team, including Ars

### Discussion:

- St. Paul - suggested using a google sheet (or similar method) of identifying all games & scheduled refs for all communities to see
- LDSA – for neutral games only or all games? Who would manage it?
- DR – would be a way to manage/monitor costs of out-of-community referee usage
- BV – if the communities were able to get more refs that would combat that issue
- LDSA President – we'll see what we can do, for now though the Home Team will schedule the refs.

##### b. Start Date

- After the first weekend in May, potential start date May 6<sup>th</sup>.

#### • Outdoor Lakeland Cup:

##### ▪ Hosting

- Last year was St. Paul & Vermillion
- Who would like to host?
- BV will check with the club – unsure at this time
- LLB not interested the last time they were asked
- CL & Veg hosted 2 years ago
  - CL will check in with the board to see if they can
  - Veg said they will host, requested U15/U19
- U13/U17 will go to either BV or CL, whichever community confirms hosting. BV to get first dibs.
- **Dates**
  - Possible dates are June 14 – 16 and June 21-23, 2023
- Final decisions will be made via email once hosts are confirmed
  - U13/U17 – either BV or CL (TBD)
  - U15/U19 – Vegreville (prefer the June 21-23 weekend)

#### ii. Provincials

- Submissions to host October 2024 due to ASA by March 8<sup>th</sup>, 2024
  - St. Paul may be interested in putting their name in for 2024
- If any communities wish to host in 2025 or 2026, let ED know
  - Hosting guidelines were sent via email

### iii. Tournaments

#### a. Hosting Communities

- Any interest from any communities in hosting a youth tournament?
  - CL unsure
  - LLB had held a tournament before the May long weekend with the U13s – haven't heard anything for this year.

#### b. Sanctioning

- Get dates and info to LDSA ASAP if tournament require sanctioning by ASA (i.e. inviting out of district teams)

### iv. Out of District Participation

- ASA has a travel permit that will cost players money for out of Province travel.
- All players/teams travelling out of District should have notified the Lakeland office prior to leaving

#### a) Rosters and Player Cards

- All teams require signed ASA rosters and player cards to attend tournaments out of district.

### v. Mini Tournaments

- May 11/12 (traditionally Lac La Biche)
  - LLB not confirmed, but looking to host a tournament this weekend
- May 25/26 (traditionally Vermillion)
  - St. Paul noted they are scheduling a tournament for this weekend
  - Vermillion to discuss with board – gives a tentative yes to sharing the weekend
- June 1/2 (traditionally St. Paul)
  - No other interest for this weekend
- June 8/9 (traditionally BV)
  - BV would like to host again.
- CLMSA would like to host a mini tournament as well
  - CL would like to host a tournament going forward (be on the schedule)
  - LDSA Pres. encourage CL to look at something for the summer

#### Discussion:

- St. Paul – suggest rotation of weekends in the future

- LDSA Pres. – alternative extending the weekend (eg. U11 t3 group post provincials)

**vi. ASA AGM**

- February 23 – 25
- Lakeland unable to attend due to it being scheduled for the same weekend as Lakeland Cup.

**vii. Tier II/III**

a) Lakeland FC

- U13 & U17 potentially
- Asked to start earlier with tryouts, team selection and coach selection
  - Will attempt to do this – as long as it doesn't interfere with TIV

**c. Calendar of Events:**

- **Outdoor Admin:** (see [Appendix II](#))
  - New Youth Player Registrations Deadline – May 31, 2024
- **Out of District Tournaments**
  - Camrose Night Classic: May 31 - June 2, 2024
- **Referee Courses**
  - Nothing booked yet.
  - If requesting a course, email Jose Teixeira
- **Coaching Courses**
  - Will have more information at the next meeting.
  - There is a potential to get a person within the District trained as a Learning Facilitator
    - If you know of anyone interested in becoming a learning facilitator let the district know.
    - Advise LDSA if you have any coaches that have their C License

Question: is there a budget to bring a technical director in from ASA?

ASA looking to visit the district during the first / second weekend in September – may not be a good time

- Will ask ASA if they are able to send someone out for the technical support

**7. Next Meeting:** Spring Operational Meeting April 7, 2024 @ 7:30 pm

**8. Adjournment:** 9:18 p.m.

1<sup>st</sup> by Verm, 2<sup>nd</sup> by St. Paul

## Appendix I

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### 2024 Outdoor - Game Formats & Processes

Age Group	Game Duration	Format (Incl. GK)	Restart from Sideline	Retreat Line	Offside
U5	No formal matches	Informal Play	N/A	N/A	No
U7	Two 20-minute halves <sup>1</sup>	5v5 <sup>1</sup>	Pass or Dribble In	Yes (halfway line)	No
U9	Two 20-minute halves	5v5	Pass or Dribble In	Yes (halfway line)	No
U11	Two 25-minute halves	7v7	Pass or Dribble In	Yes (one third)	No
Age Group	Game Duration	Format (Incl. GK)	Restart from Sideline	Retreat Line	Offside
U13	Two 40-minute halves <sup>2</sup>	11v11	Throw-In	None	Yes
U15	Two 45-minute halves <sup>2</sup>	11v11	Throw-In	None	Yes
U17	Two 45-minute halves <sup>3</sup>	11v11	Throw-In	None	Yes
U19	Two 45-minute halves <sup>3</sup>	11v11	Throw-In	None	Yes

<sup>1</sup> Canada Soccer Grassroots Standards recommends two 15-minute halves and 3v3 for U7. Mini tournaments will be in the above format for this year. Clubs are asked to trial 3v3 in their home communities to see if it is feasible for mini-tournaments next year.

<sup>2</sup> Alberta Soccer Provincials will be two 35-minute halves. League Play and Lakeland Cup will be in the Canada Soccer Grassroots Standards format above.

<sup>3</sup> Alberta Soccer Provincials will be two 40-minute halves. League Play and Lakeland Cup will be in the Canada Soccer Grassroots Standards format above.

## **Game Sheet Process – U13+ League**

1. Print and fill out game sheet.
2. Provide to referee before the game.
3. Referee gives it back at the end of game.
4. One team will collect both sheets after the game, ensuring they are signed by all parties.
  - Winner = collect both sheets
  - Tie = home team collect both sheets
  - Loser = not required to do anything.
5. The games sheets must be emailed to the Executive Director at [execdir@lakelandsoccer.ca](mailto:execdir@lakelandsoccer.ca)

Please ensure the following is completed:

- Both coaches have filled and signed their respective form in the spots indicated.
- The referee has filled out their portions (Game Report table and ref(s) name in the bottom section)
- The referee will fill in the score before handing them back to ensure accurate accounting of goals scored.

## **Trialist Rules:**

If you have a trialist (guest) player, the trialist form should be filled out (found here: <https://lakelandsoccer.ca/content/forms-and-documents>).

The following should be followed:

- a. No more than a total of 3 such players can be recruited for any 1 game.
- b. The player(s) will be noted as "TRIALIST" on the game sheet.
- c. Any player can be brought up for a maximum of two (2) League Play games per season at which time the player needs to make a decision to play on this team or return to their original team.
- d. *You may not have trialist/guest players on your ASA roster for Lakeland Cup.*
- e. Higher Tiered Players are ineligible as "trialists" on any lower tiered team.  
(Example: a player that is rostered on a U14 Tier II team cannot play as a trialist at the U14 Tier IV level, but can play at the U16 Tier IV level)

## **Trialist Procedure:**

- Form to be completed with player information, new team information, and current coach's information with signature.
- This form must be given to the referee prior to the games and submitted with the game sheets to the Executive Director at [execdir@lakelandsoccer.ca](mailto:execdir@lakelandsoccer.ca)

## ASA Roster Process:

### Process:

1. Coach/Manager or Club Representative completes the ASA roster (found here: <https://lakelandsoccer.ca/content/forms-and-documents>)
  - Noting club's may have their own processes for who fills out the ASA roster – please continue with your process.
2. Ensure all information is accurate and *all Team Staff CRCs are valid*.
  - Per the Coaching Education Minimum Standards - NCCP numbers will be required for all coaching staff and team managers will be required to have Respect In Sport.
  - Coaching Education Minimum Standards can be found here: <https://lakelandsoccer.ca/content/communities>
3. Coach to sign and obtain signature from the community representative (i.e.: Club President, Youth Director etc.)
4. Submit to Lakeland Executive Director by emailing [execdir@lakelandsoccer.ca](mailto:execdir@lakelandsoccer.ca)
5. Lakeland to confirm all players and staff are registered.
6. Lakeland to confirm all staff are qualified with the required training per the LDSA Coaching Education Minimum Standards.
  - The CSA Rule of Two will be followed.
7. Once confirmed, the Executive Director will sign on behalf of the district and return it.
  - If the form is not filled out correctly, or coaches do not have the required training, it will not be signed.

### Recommendation:

Review team staff qualifications prior to submitting rosters to Lakeland.

Get ASA rosters completed and signed as soon as possible to avoid any delays and/or emergency submissions right before a tournament weekend.

Most tournaments will have a spot on their website to submit ASA rosters however if they do not, you should still complete one and bring it with the team for that tournament to have on hand should there be any question.

### Lakeland Cup:

Final ASA rosters are due 1 week prior to Lakeland Cup. These will be used when submitting to ASA for provincials (along with replacement player forms as required). *You may not have trialist/guest players on your ASA roster for Lakeland Cup.*

### Note:

- **Signed ASA Rosters are required for all teams attending games or tournaments outside of the Lakeland District.**
- Maximum roster size as per ASA is 20 players and most, if not all tournaments will follow this rule.
  - Lakeland Cup tournament will allow rosters over 20 players, however Alberta Soccer Provincials will not.
- ASA rosters *do not* replace game sheets. Game sheets are still required to be completed for league games and tournaments, according to individual tournament rules. You may be required to provide an ASA roster as well as input a tournament roster on some tournament sites which would be used to build game sheets in their system.
- The above applies for *all* teams including minis U9-U11 should they be participating in tournaments outside of the district.



## Appendix II

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<b>OUTDOOR 2024</b>	
Provincial Hosting Declarations	March 8, 2024
Lakeland League Declarations	April 15, 2024
Community Registrations	May 15, 2024
Community Registration Fees	May 22, 2024
Lakeland Cup Declarations	June 1, 2024
Lakeland Cup Roster Submissions	<i>TBD (7 days prior to tournament)</i>
Lakeland Cup Tournament	<i>TBD (tentative June 14-16, 2024 &amp; June 21-23, 2024)</i>
Provincial Team Declarations:	
Youth Tier IV	May 31, 2024
Youth Tier II-III	June 14, 2024
Senior	June 7, 2024 <sup>1</sup>
Provincial Roster Deadlines:	
Youth Tier IV	June 26, 2024 (10 days prior to tournament)
Youth Tier II-III	July 31, 2024
Senior	July 31, 2024
Provincial Tournament Dates:	
Youth Tier IV	July 5-7, 2024
Youth Tier II-III	August 9-11, 2024
Senior	August 30 – September 2, 2024

<sup>1</sup> All Senior teams wishing to participate in the Alberta Soccer Provincials tournament must declare their interest by this date. Declarations submitted after the due date may not be accepted and/or assessed a late declaration fee.