



2021



# Annual Report

*Inspire Swimming*

*"Promoting Participation, Encouraging Competition, Developing Leaders, Providing Guidance."*

# Table of Contents

- Executive Summary ..... 3
- Financial Statements ..... 4
  - 2025 Season Financial Overview ..... 4
- 2026 ASSA Competition Schedule ..... 5
- Closing Remarks ..... 6
- 2024-2025 Board of Directors ..... 7
- Contact Us ..... 8
- Appendix A: ..... 9
  - Regions Annual Minutes ..... 9
    - Region A ..... 10
    - Region B ..... 13
    - Region C ..... 15
    - Region D ..... 17
    - Region E ..... 19
    - Region F ..... 21
- Appendix B: Coach Representative Year End Report ..... 24

# Executive Summary

The 2025 season was a year defined by significant transition, growth, and collaboration across the ASSA community. Throughout the year, the composition of the Executive Board changed multiple times, reflecting both the evolving needs of the organization and the commitment of members who stepped forward to support the Association during periods of change.

Despite these shifts, the season marked substantial progress. Clubs across the province worked diligently to update and correct competition results from previous years, ensuring accuracy and alignment moving forward. This collective effort demonstrated the resilience and dedication of our volunteers, club leaders, and regional representatives.

Thank you to everyone who contributed their time and expertise to make these accomplishments possible. Your efforts strengthened the foundation of the Association and positioned us for continued stability and success in the years ahead.

# Financial Statements

The financial statements were not completed prior to the transition in leadership within the ASSA. As a result, the newly elected Board will complete the year-end requirements, and the financial statements for the fiscal year 2023–2024 will be presented at a special meeting to be convened before June 30, 2026

## 2025 Season Financial Overview

The 2025 account statements were not completed prior to the transition in leadership within the ASSA. As a result, the newly elected Board will reconcile the accounts, and the unaudited financial statements for the 2025 season will be presented at a special meeting to be convened before June 30, 2026

# 2026 ASSA Competition Schedule

Region	Start Date	End Date	Host	Location
A	23-May	23-May	Slave Lake Sharks	Slave Lake
F	29-May	30-May	Pincher Creek Dolphins	Pincher Creek
A	30-May	30-May	Beaverlodge Barracudas	Beaverlodge
C	30-May	30-May	Vermillion Vipers	Vermillion
D	30-May	30-May	Lacombe	Lacombe
A	06-Jun	06-Jun	Fairview Olympians & Valleyview Vipers	TBD
B	06-Jun	06-Jun	Westlock Gators	Westlock
C	06-Jun	06-Jun	Lloydminster Rebels	Lloydminster
E	06-Jun	06-Jun	Didsbury AquaJets	Didsbury
E	12-Jun	13-Jun	Okotoks Stingrays	Okotoks
B	13-Jun	13-Jun	Whitecourt Blue Dolphins	Whitecourt
C	13-Jun	13-Jun	Wetaskiwin Olympians	Wetaskiwin
D	13-Jun	13-Jun	Red Deer Marlins	Red Deer
F	13-Jun	13-Jun	Brooks Barracudas & Medicine Hat Manta Rays	Medicine Hat
F	19-Jun	20-Jun	Claresholm Kraken	Claresholm
A	20-Jun	20-Jun	Grande Prairie Aquarians	Grande Prairie
C	20-Jun	20-Jun	Derrick Devil Rays	Edmonton (Kinsmen)
D	20-Jun	20-Jun	Forestburg Aquanauts	Forestburg
E	26-Jun	27-Jun	High River Otters	High River or Nanton
A	27-Jun	27-Jun	Peace River Porpoises & Smoky River Manatees	TDB
B	27-Jun	27-Jun	NESC	Edmonton (GMU)
D	27-Jun	27-Jun	Castor / Oyen	Castor
F	27-Jun	27-Jun	Lethbridge Orcas	Lethbridge
B	03-Jul	04-Jul	Devon Dolphins & Hinton Water Devils	Devon
C	04-Jul	04-Jul	Wainwright Torpedos	Wainwright
D	04-Jul	04-Jul	Ponoka Gators	Ponoka
E	04-Jul	04-Jul	Cochrane Piranhas	Cochrane
B	10-Jul	11-Jul	St. Albert Sailfish	St. Albert
F	10-Jul	11-Jul	Taber Viper	Bow Island
A	11-Jul	11-Jul	Spirit River Seawolves & Grimshaw Gators & High Level Stingrays	Grimshaw
C	11-Jul	11-Jul	Huma	Edmonton (UofA)
D	11-Jul	11-Jul	Hanna Seal	Hanna
E	11-Jul	11-Jul	Calgary Tritons	Calgary (TBD)
B	17-Jul	18-Jul	Stony Plain Sharks	Stony Plain
F	17-Jul	18-Jul	Fort MacLeod Sharks & Nanton Marlins	Fort Macleod
C	18-Jul	18-Jul	Fort Sask Piranhas	Fort Saskatchewan
D	18-Jul	18-Jul	Killam	Killam
B	19-Jul	19-Jul	Spruce Grove Barracudas	Spruce Grove
A	25-Jul	25-Jul	High Prairie Dolphins	High Prairies
C	25-Jul	25-Jul	Camrose Sea Serpents	Camrose
D	25-Jul	25-Jul	Innisfail Dolphins	Innisfail
E	25-Jul	25-Jul	Calgary Swordfish	Calgary (TBD)
F	25-Jul	25-Jul	Pass Piranhas	Crowsnest Pass
B	07-Aug	09-Aug	ASSA : Regional Championships B	Edmonton (Kinsmen)
C	07-Aug	09-Aug	ASSA : Regional Championships C	Sherwood Park
F	07-Aug	09-Aug	ASSA : Regional Championships F	Lethbridge
A	08-Aug	09-Aug	ASSA : Regional Championships A	Grande Prairie
D	08-Aug	09-Aug	ASSA : Regional Championships D	Lacombe
E	08-Aug	09-Aug	ASSA : Regional Championships E	Calgary (TBD)
ASSA	14-Aug	16-Aug	ASSA: Provincial Championships	Edmonton (Kinsmen)

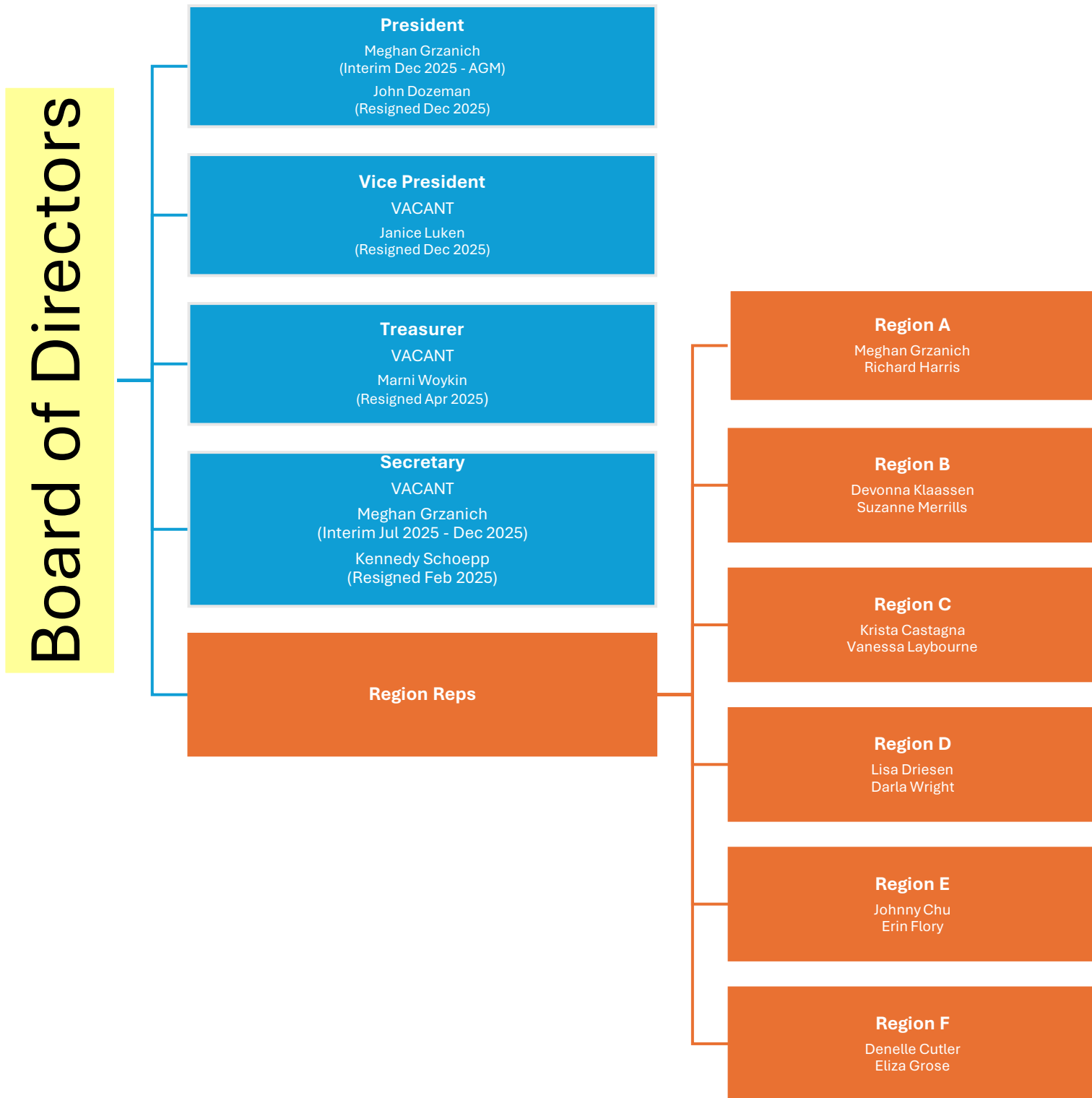
# Closing Remarks

As we conclude, I want to extend my sincere appreciation to all of you for your ongoing dedication, flexibility, and commitment throughout this past season. The progress we made together, despite the many transitions, reflects the strength of our community and the passion that fuels summer swimming across the province.

Looking ahead, we are excited for another outstanding year of growth, teamwork, and athletic achievement. With your continued support, 2026 is poised to be a year of renewed energy, strong collaboration, and memorable experiences for our athletes and clubs.

Thank you again for everything you do. Here's to another great year of summer swimming!

# 2024-2025 Board of Directors

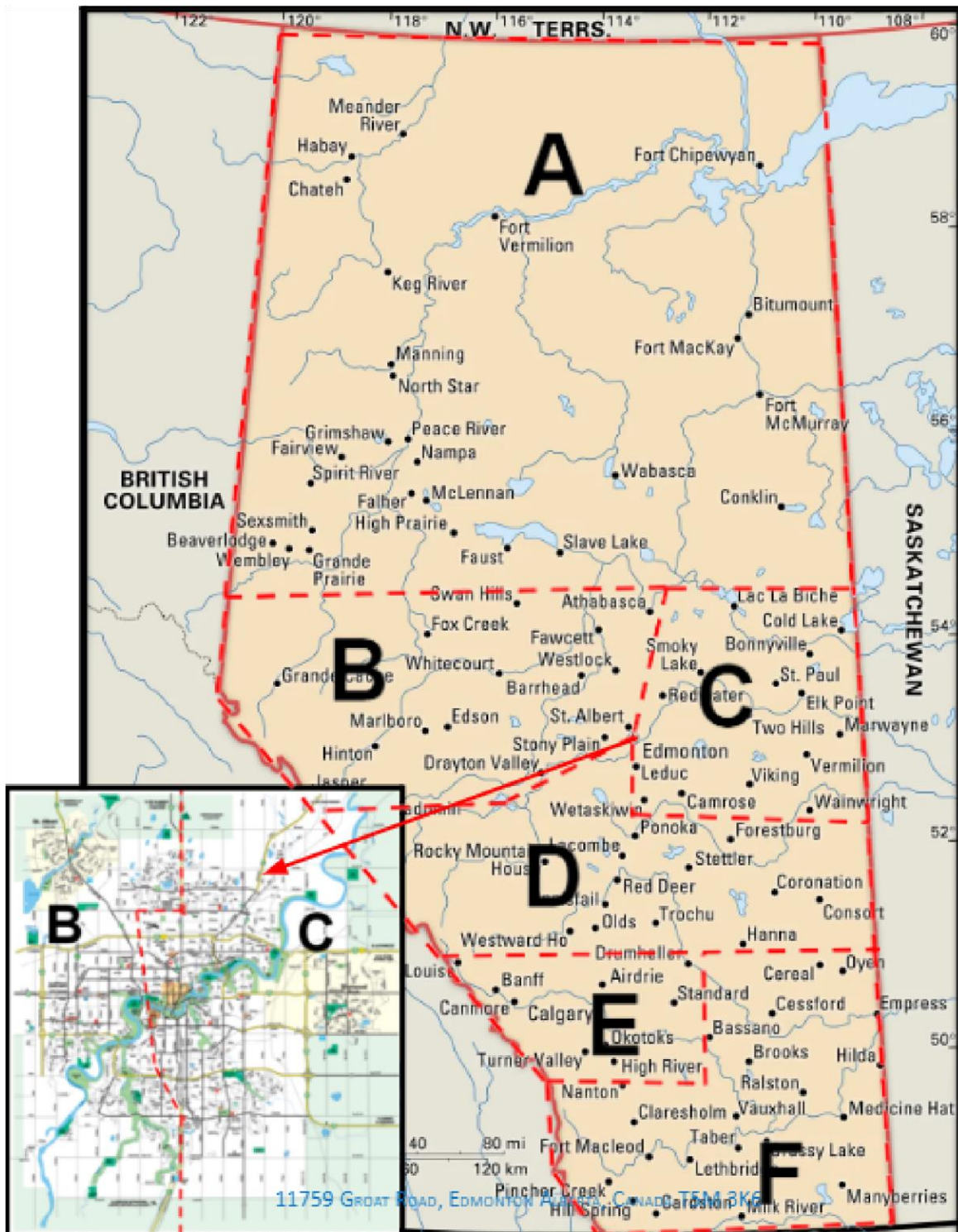


# Contact Us

Email: [info@assa.ca](mailto:info@assa.ca)

Website: [www.assa.ca](http://www.assa.ca)

# Appendix A: Regions Annual Minutes



# Region A



## Region Representative Report

**Region Name:** Region A

**Reporting Period:** Summer 2025 swim season

**Date of Report:** July 28, 2025

### 1. Introduction

We had 11 clubs within our Region this year and hosted 8 invitational meets, along with Regional Championships. The Region purchased a new dolphin this year. The cost was split between 10 of the 11 clubs.

### 2. Financial Report

- a. **Budget Overview:** As of June 30, 2025, Region A has \$1,447.07 in our budget. The Eastlink Centre costs have increased drastically. I have attached our regional budget. We are still collecting meet fees and paying out the regional expenses.
- b. **Income Sources:** Regional competition charges and clothing fundraiser.
- c. **Expenditures:**  
Regional budget attached.
- d. **Financial Health:** The finances are tight, but still in good standing.

### 3. Meeting Schedule and Compliance

- a. **Meet Schedule for the New Season:** Swim Meet schedule for Region A 2026

Date	Club	1500 or 800
May 23	Slave Lake	800
May 30	Beaverlodge	1500
June 6	Fairview/Valleyview	800
June 13		
June 20	Grande Prairie	1500
June 27	Peace River/Smoky River	800
July 4		
July 11	Spirit River/Grimshaw/High Level	800
July 18	Alberta Summer Games	

July 25	<b>High Prairie</b>	<b>1500</b>
Aug 1	Off Long weekend	
Aug 8, 9	Regionals – Grande Prairie	
Aug 14, 15, 16	Provincials	

b. **Hosted Meets and Compliance with ASSA Rules:** All clubs hosted or co-hosted a meet this year. Within Region A we had 7 swim meets and Regional championships.

4. **Swim Meets and Attendance**

a. **Average Size of Swim Meets:** Average size of entries was 200-240. This is a noticeable decline we have witnessed for 2 years now. The largest struggle was the new interim process and gaining access to REMS for meet managers.

b. **Submission of Meet Reports:** All clubs not only submitted their meet reports from this year, but they managed to also get all of 2024 swim meets cleaned up and submitted as well.

5. **Membership and Registration**

a. **Summer Registration Numbers:** All clubs reported similar or smaller numbers than the previous year. We have not been given overall regional numbers.

6. **Officials Development and Support**

a. **Courses for Officials:** many courses offered at in May, and beginning of June. We were able to train on the new system in the Eastlink Centre. The new scoreboard is a wonderful improvement. This was also the first year we filled all our Regional official positions with minimal struggle!

b. **Support and Education for Volunteering:** We have collectively been working on this for the past 3 years. There is a wonderful uptick in volunteers within every club in our Region.

7. **Compliance and Membership Deadlines**

a. **Coach Compliance:** Most of the issues were dealt with, the coaches/swimmer registration was difficult and caused some frustration at the beginning of the year. We hope this is cleared up for 2026!

8. **Challenges and Agenda for Future Meetings**

a. **Challenges:** Declining participation numbers for athletes. We really lost a large portion of the 15+ age group. Swimmer validation was a struggle. The additional charges the Eastlink Centre are now including makes regionals more expensive. We need more fundraising opportunities. A casino would make a world of a difference!

b. **Agenda for Future Meetings:** We as a region are discussing incorporating backstroke ledges into our competitions.

9. **Conclusion**

The short year gave us new challenges. We hope to return to our regular season for 2026. We will continue to grow our official's capacity; this has worked great for us. We need more options to bring funds into our Region to offset some of the facility charges for a 2-day regional competition.

2025 Regional Booking – Region A						
Name	Sports Partner Rate	Tax	Total Price	# of Booking(s)	Total Hours	Total Price
50 M Pool - E/W Lane 0	\$17.63	5.00%	\$18.51	1	26	\$481.30
50 M Pool - E/W Lane 1	\$17.63	5.00%	\$18.51	1	26	\$481.30
50 M Pool - E/W Lane 2	\$17.63	5.00%	\$18.51	1	26	\$481.30
50 M Pool - E/W Lane 3	\$17.63	5.00%	\$18.51	1	26	\$481.30
50 M Pool - E/W Lane 4	\$17.63	5.00%	\$18.51	1	26	\$481.30
50 M Pool - E/W Lane 5	\$17.63	5.00%	\$18.51	1	26	\$481.30
50 M Pool - E/W Lane 6	\$17.63	5.00%	\$18.51	1	26	\$481.30
51 M Pool - E/W Lane 7	\$17.63	5.00%	\$18.51	1	26	\$481.30
51 M Pool - E/W Lane 8	\$17.63	5.00%	\$18.51	1	26	\$481.30
51 M Pool - E/W Lane 9	\$17.63	5.00%	\$18.51	1	26	\$481.30
Score Clock	\$476.19	5.00%	\$500.00	2	2	\$1,000.00
Classroom	\$29.74	5.00%	\$31.23	1	26	\$811.90
Timing Room	\$20.80	5.00%	\$21.84	1	26	\$567.84
Cooking Classroom	\$29.74	5.00%	\$31.23	1	4	\$124.91
						\$7,317.64
Officials Meals						
Breakfast	\$8.00	5.00%	\$8.40	2	30	\$504.00
Snacks	\$300.00	5.00%	\$315.00	2	1	\$630.00
Lunch	\$15.00	5.00%	\$15.75	2	70	\$2,205.00
						\$3,339.00
Long and McQuade Sound system	\$600.00	5.00%	\$630.00			\$630.00
Cleaning fee	\$250.00	5.00%	\$262.50			\$262.50
Aggregate Awards	\$400.00	5.00%	\$420.00			\$420.00
Office Supplies	\$250.00	5.00%	\$262.50			\$262.50
						\$1,575.00
Total Expenses						\$12,231.64
Meet Fees for 250 swimmers			250			\$48.93

# Region B



## Region B Meeting Agenda

### Annual Meeting

September 25, 2025 7:30 pm – VIA Teams

1. **Hosts:** Suzanne Merrills / Devonna Klaassen, Region B Reps

2. **Verification of attendees – Identification of Voting Delegates**

✓ Jacqueline Goebel	SPGR	✓ Emmy Knapp	WTCT
✓ Lindsay Adam	SPGR	✓ Kim Plante	WTLK
✓ Devonna Klaassen	DEVO	✓ Bill Primrose	STAL
✓ Elly Appelt	DEVO	✓ Alain Casavant	STAL
✓ Keesa Elicksen	NESC	✓ Deb Richardson	STPL

3. **Call to order** – Meeting called at 7:35pm

4. **Approval of Agenda** – Bill / Deb - approved

5. **Declaration of any conflict of interest** – None Declared

6. **Region Representative Reports**

1. **Financials** – Current balances:

Operating: \$ 4,803.58

Savings: \$ 8,688.24

Outstanding invoices that will bring the bank balance back up.

Region B fees were slightly higher than budgeted due to increased enrolment

Thanks to NESC for bringing in sponsorship for Regionals – hope to continue this moving forward

Regionals deficit of \$721.80 which we will pull from Operations

Positive feedback that we use the same system for sanctioning fees and do one balance transfer at the end of the season.

2. **Regional Meet**

Regionals was well run – timeout was excellent!

Feedback that the volunteer signup was very confusing – would have preferred to use Sign Up Genius instead - especially as there was club responsibilities plus officials

Location was very positively received and consideration of using the Tri as opposed to Kinsmen.

Appreciate the opportunity to acclimatize to the pool, but the parking is a big hassle. Volunteering was also easier at the Tri. Less exhausting – better to be able to get kids home and in to bed. Also blocks at Spruce similar to Kinsmen now. Also loved access to nearby restaurants. More cost effective for some club members. Would also like to be able to use the screen and the scoreboard if possible.

7. **2025 Meet Schedule**

**Proposed:**

June 06	Westlock
June 13	Whitecourt
June 27	NESC
July 03-04	Devon
July 10-11	St. Albert
July 17/18	Stony Plain
July 19	Spruce Grove

\*Conditional on confirming pools

8. **2025 Region B Meeting Schedule**

4 meetings annually, 1 per quarter schedule to be sent out in the new year

9. **Elections**

**No nominations were submitted prior to the meeting** Suzanne Merrills and Devonna Klassen acclaimed as Region B Rep

## 10. New Business

### 1. Signing Authority

Deb motioned that Suzanne Merrills, Region B Rep, Devonna Klassen, Region B Rep and Kim Plante (Westlock), be granted signing authority for all Region B Fund accounts held at the ATB. All other signatories are to be removed from the account. Seconded by Keesa. Approved

### 2. Guidance or language around the length of meets – how long is too long for our officials

- Consideration of having 2 refs at meets – encourage meet managers to try harder from refs outside the region to get a 2<sup>nd</sup> ref (although this has been difficult)
- What if we mixed up the structure of our meets – add a little more variety and fewer options for each meet
  - Including adding some shorter races to Friday nights
  - Split could be AM / PM structure is Meet A or Meet B
  - May have to consider doing short & long free & back at every meet, and mix up the more specialty events
  - Another option is having 3 event meets rather than 4
  - Consideration of altering relays for meets (and have them before lunch)
  - Previously there were min time restrictions on certain events that affected length of meet
- Recommendation: Meet Manager meeting – can evaluate structure

### 3. Update to the language around the 25m Flutter Kick

- Recommendation to eliminate guidelines and let clubs determine expectations for their meet. This will be presented to the ASSA board for consideration

### 4. Clarity around the swimmer competency standards

- Request to ASSA Board
- This might help with length of meets

### 5. Safety in Fairness in Sport

- Confirmation of how we would address it – will it be in Sportlomo?

### 6. Request that we maintain 18+ and open records for swimmers to have a bar of excellence to strive for in their training

- This will be past on to ASSA Board

### 7. Backstroke ledges

- Could we do a regional based fundraiser to buy a set and then every club could have one to train with and bring them each weekend so we had them for meets
- Will wait for direction from ASSA before moving forward

### 8. Round Table

- **Stony** – getting new blocks! Struggling with how to market/advertise for new swimmers (except lots in 9-11 girls group); some concern as to the impact of the Fairness in Sport Act
- **St. Albert** – Bill new president; anticipating around 90-100 swimmers (more girls than boys); MM meeting – ensure accommodating food allergies etc
- **Devon** – some turnover on the board; working to build up our club enrolment
- **Whitecourt** – still looking for a MM! Half our registration are hockey players just using training as conditioning. Working with the pool to try and get the lane ropes replaced.
- **NESC** – smooth season! Challenge with getting the volunteer certifications and deck logs etc ported into SportLomo. Getting a Casino in 2 years! Put in a new volunteer process based on St. Albert structure. Commended the Region for a positive welcome to parents!
- **Spruce Grove** - need to address volunteer issue going forward; hoping to be able to use touchpads at meet going forward
- **Westlock** – consistent enrolment numbers; introduced junior coaches to help support volume of littles; getting new blocks. Focus is on recruitment to prevent raising registration fees.
- Reminder to update board info with ASSA and Region B asap.
- Reminder to complete Swim Alberta survey – due tomorrow!
- Reminder re out of season training requirements.

### 9. Adjournment 8:38 pm

# Region C

## **2025 ASSA Region C Annual General Meeting**

Online, 7 pm, Monday, August 18, 2025

### **MINUTES**

#### **1) Call to Order - 7:03pm**

#### **2) Attendees - Voting Delegates in attendance:**

Camrose Sea Serpents - Heidi Bergstrom (Treasurer) & Brendan Lundy (Vice-President)

Edmonton HUMA - Danielle Roth (Vice-President) & Ke Zhao (Registrar)

Edmonton Derrick Devil-Rays - Shannon Moore (President) & Kristi McConnell (Vice-President)

Fort Saskatchewan Piranhas - Michelle Curley (Vice-President)

Lloydminster Rebels - Jill Vany (President) & Theresa Elford (Treasurer)

Sherwood Park Millennium Marlins - Jo-Ann Marvin (President)

Vermilion Vipers - Cara Van Tighem (Secretary)

Wainwright Torpedoes - Colby Mainville (President) & Katherine Petersen (Vice-President)

Wetaskiwin Olympians - Terryl Crombie (COA)

Coaches Representative - Jana Gau

Region Representatives - Krista Castagna & Vanessa Laybourne

#### **3) Appointment of Scrutineers**

A motion to approve Krista Castagna as scrutineer was made by Jo-Ann Marvin and seconded by Jill Vany.

#### **4) Establishment of Quorum - Quorum Established**

#### **5) Approval of Agenda**

A motion to approve the 2025 ASSA Region C Annual General Meeting Agenda was made by Kristi McConnell and seconded by Jo-Ann Marvin.

#### **6) Declaration of any Conflicts of Interest - None Reported**

#### **7) Adoption of 2024 Region C AGM Minutes**

A motion to approve the 2024 ASSA Region C Annual General Meeting Agenda was made by Jill Vany and seconded by Shannon Moore.

## 8) Region Representative Report

9) **Coaches Report** - Presented by Jana Gau

## 10) 2026 Region C Meet Schedule

Saturday, May 30	Vermillion Vipers
Saturday, June 6	Lloydminster Rebels
Saturday, June 13	Wetaskiwin Olympians
Saturday, June 20	Edmonton Derrick Devil-Rays
Saturday, July 4	Wainwright Torpedoes
Saturday, July 11	Edmonton HUMA
Saturday, July 18	Fort Saskatchewan Piranhas
Saturday, July 25	Camrose Sea Serpents
August 7-9	Region C Championship - Sherwood Park
August 14-16	ASSA Provincial Championship

## 11) New Business

### a. **Region C Directory**

Members wish for a Region C Directory with all club board members contact information on it to be shared.

### b. **Region C Jibbitz**

Members would like the Region Reps to put in an order before the start of the season allowing each club to order Jibbitz. Maybe a Region C Jibbitz?

### c. **Region C & ASSA Relationship**

Concerns were raised regarding the ASSA executive and the future of our organization.

## 12) Election of new Region Representatives

- A motion to nominate Chris Coleman as a 2026 Season Region C Representative was made by Jo-Ann Marvin and seconded by Ke Zhao.
- A motion to nominate Shannon Moore as a 2026 Season Region C Representative was made by Kristi McConnell and seconded by Jo-Ann Marvin.

## 13) Electronics Rep

No name was put forward. Region Representatives will be responsible in the meantime.

## 14) Adjournment - 7:54pm

# Region D

## Region D Meeting Virtual – July 8, 2025

Attendees: Lisa Driesen - Region Rep, Darla Wright (Hanna), Robyn (Ponoka), Joanne Dewan (RD), Daniel Wilson (Lacombe), Carmen Wilson (Lacombe) Erin Renard (Innisfail), Simone Hagens (Oyen), Synthia Gordon(Killam), Kate Martin (Castor), Becky Kuefler (Forestburg)

Regrets: None

Call to Order: 7:04 pm

March 9, 2025 Minutes –

Outstanding: Region D Deficit

Motion to add \$10 swimmer fee for July 1<sup>st</sup> registration numbers total

1<sup>st</sup> Joanne 2<sup>nd</sup> Robyn Opposed None Motion carried.

Darla will create invoices and send out to each club.

1. ASSA Updates: No Treasurer, no Secretary. No quorum for Executive at present.

1. Anyone within membership can put their name forward.

2.0 Region D: Updates

2.1 Region D registered swimmer fees (\$10 per swimmer)

CLUB	SWIMMERS	TOTAL FEE
REDDEER	92	
PONOKA	65	
INNISFAIL	39	
LACOMBE	49	
HANNA	36	
FORESTBURG	28	
KILLAM	30	
CASTOR	21	
OYEN	12	
TOTAL	372	\$3720

2.2 Region D Finances – see attached

2.2.1 Club to manage finances for now – Lacombe to manage Region

D Swimmer fees and Regionals meet fees. All expenses

to completed and submitted to Lisa as Region Rep for approval. Then they may be paid out.

2.2.2 Owing to RD Marlins \$1529.85 for remaining Region D caps.

3.0 Regionals

3.1 Fee \$35 - per swimmer

3.2 Regional Swag - Darla sent email – thank you Kate!

\*\* Please remind parents deadline is July 13<sup>th</sup>\*\*

3.3 Referee – Lisa to get gift; Darla has hotel booked. Referee unknown as of right now.

3.4 Other fundraising for Regionals?

3.4.1 Casino – if we get Region D not for profit. Daniel to look into. Friends of Region D as a new organization. This would be to offset cost for future regionals.

3.5 Confirm chairs instead of bleachers - yes

3.6 Region D caps - \$15 per cap – please share with members

3.7 Room looking over pool for officials – no curling lounge to save money.

3.8 Set up Friday 530pm – 630pm warm up, 700 pm start, Day 2&3 doors open 600am

3.9 Meet package and entry deadlines reviewed. Circle seeding

Adjourned: 802pm

## Region E

### Annual Region E Delegates Meeting Saturday July 26, 2025 Brookfield YMCA at Seton (in-person only)

Item #	Agenda Item	Notes
1	Call to order	12:00 pm
2	Roll Call	Sign-in sheet: <ul style="list-style-type: none"> <li>• Erin Flory (Region E Rep)</li> <li>• John Chu (Region E Rep)</li> <li>• *Tanya Steffler (Stingrays)</li> <li>• *Rachel Thompson (Stingrays)</li> <li>• *Kelsie Connor (Otters)</li> <li>• *Nicole McIntyre (Otters)</li> <li>• *Natalie Lau (Tritons)</li> <li>• *Tracy MacPherson (Piranhas)</li> <li>• *Sarah Kassam (Swordfish)</li> <li>• Jason Kerswill (Swordfish)</li> <li>• James Lange (Piranhas)</li> <li>• *Paige Murphy (Aqua-Jets)</li> <li>• *Jen Reinhardt (Aqua-Jets)</li> </ul> *Indicates voting delegate
3	Identification of Voting Delegates	List available at meeting; see notations in Item #2. Total of 9 voting delegates present.
4	Establish of quorum (50% of voting delegates)	Yes
5	Approval of agenda	<b>Motion:</b> To approve the 2025 Annual Meeting Agenda: Natalie; <b>Second:</b> Jason; <b>Vote:</b> carried
6	Declaration of conflicts of interest	None
7	Review of minutes from previous Region E annual meeting	<b>Motion:</b> To accept the minutes from the 2024 Region E annual meeting: Nicole; <b>Second:</b> Natalie; <b>Vote:</b> carried
8	Region E Funds 2025; Projected for 2026	<b>Motion:</b> To give up to \$150 each to Andy and Colleen: Natalie; <b>Second:</b> Kelsie; <b>Vote:</b> carried
9	Regionals 2026	Request for pool for Regionals in 2026 submitted for August 8-9, 2026 at Seton. Next in the rotation for meet management is Aqua-Jets and Piranhas. Please see the end for the next few years.  Alternate venues could be MNP (pending opening and taking applications for rentals), University of Calgary, Canmore or Cochrane.  <i>Action Item: Erin to take to ASSA a raise in Chaperone ratio</i>

Item #	Agenda Item	Notes
10	2026 meet schedule	<p>Proposed based on 2025:</p> <p>June 6 – Aqua-Jets</p> <p>June 13 – Stingrays (2 day)</p> <p>June 20 – Otters (2 day)?</p> <p>June 27 -</p> <p>July 4 –</p> <p>July 11 –Tritons</p> <p>July 18 - Piranhas</p> <p>July 25 – Swordfish</p> <p>August 8-9 – Regionals</p> <p>August 14-16 – Provincials</p> <p>Last three meets of the regular season needs to provide distance events. Request for additional focus in 2026 on the events that will be offered at each meet. Reminder: we have the fewest clubs, and therefore meets, of any Region.</p> <p><i>Action item: Erin to bring to ASSA the need to go above \$35/swimmer for meets</i></p> <p><i>Action item: Erin to check with coaches on offering distance in June</i></p>
11	Election of Region E Rep for 2025	<p><b>Motion:</b> Region E Representative on ASSA Board for 2026 season to be Nicole McIntyre; Kelsie; <b>Second:</b> Rachel; <b>Vote:</b> carried</p> <p><b>Motion:</b> Region E Representative on ASSA Board for 2026 season to be Erin Flory; James; <b>Second:</b> Natalie; <b>Vote:</b> carried</p>
12	Transfer of Signing Authority to Region E Rep	<p><b>Motion:</b> Remove Johnny Chu as Signing Authority and add Nicole McIntyre as new Signing Authority; Kelsie; <b>Second:</b> James; <b>Vote:</b> carried (Nicole abstained)</p>
13	2025 Season Items	<p><b>Dolphin System</b></p> <p>We need to identify someone for the start of the 2026 season to shadow Glen</p> <p><b>Parent communication</b></p> <p>The Didsbury meet was cancelled because parents called and emailed the facility. Request for clubs to communicate to parents at the start of the 2026 season that communication should be first within clubs then to Region</p> <p><b>ASSA Requests</b></p> <p>We had a few things come up this season. Request to all clubs that issues first be raised within the Region for resolution before going to the ASSA Board.</p> <p><b>Events for next year</b></p> <p>Discussed in #10.</p>
14	Adjournment	Meeting adjourned at 12:56 pm

## Region F

### Alberta Summer Swimming Association Region F Annual Meeting Maxbell Aquatic Centre, UofL July 27, 2025 and 11:40am

a) Call to Order 11:43am

Devlon Sheppard, Desiree Smith Carl Olheiser, Kelly Cooley, Glen Mori, Nikki Johansen, Elisha Sommerfeldt, Sarah Brown, Allison Goodwin, Maria Hughes, Kristina Gilmore, Jenn Giles, Kristina Fox, Vanessa Mackenzie, Kariann Hughes, Rhonda Anderson, Melissa Holden, Lisa Denie, Jessica Maunsell, Jody Peebles, Melissa Pelley, Denelle Cutler, Eliza Gross

b) Roll Call - Identification of Voting Delegates

Region F Representative - Denelle Cutler

Region F Representative - Eliza Grose

Medicine Hat	Glen Mori	Nikki Johansen
Brooks	Elisha Sommerfeldt	Sarah Brown
Taber	Allison Goodwin	Maria Hughes
Lethbridge	Kristina Gilmore	Jenn Giles
Fort Macleod	Kristina Fox	
Claresholm	Vanessa Mackenzie	Kariann Hughes
Nanton	Rhonda Anderson	Melissa Holden
Pincher Creek	Lisa Denie	Jessica Maunsell
Crowsnest Pass	Jody Peebles	Melissa Pelley

d) Appointment of scrutineers  
Desiree Smith

e) Establishment of Quorum  
Quorum Established

f) Approval of Agenda Motion: Lisa Denie  
Second: Rhonda Anderson

g) Declaration of any Conflicts of Interest  
None

h) Adoption of Minutes of the previous Region Meeting  
Motion: Rhonda Hunter  
Second: Jody Peebles  
Carried

i) Region Representative Report  
o 498 Swimmers in Region F

- o Any new recruitment tactics
  - o Several clubs sent flyers to the school
  - o Some clubs we able to have lifeguards staple flyers to report cards
- Regional Relays changed based upon guidelines and meet packages.
- Teams are asked to work with Eliza and Denelle in this process if changes are required

Provincial Volunteers/Jobs

- o Region F and C are required for extra jobs, such as hospitality, t-shirts, checking in officials, security.
- o We really need help clean-up the deck. (ex. Clean up lost and found, garbage, put up bleachers, etc.). Many hands make little work. Occurs during medals. Should take less than 30 minutes
- o There are provincial caps for sale \$10.00 each, limited supply
- o Security is mainly C, but you can help
- o Office and Ribbons
- o T-shirts and Officials checkin
- o Clean up Friday and Sunday

j) Business as specified in the meeting notice

Treasurer Report

- Total: 498 swimmers.
- \$12,900 was taken in. That money will cover regionals this year.
- \$450.00 from clubs to help out Regional Food for Officials
- Bank account: \$29,701 less some awards purchased yesterday.

Motion to accept Treasurer Report by Lisa Denie

Second: Kristina Fox

Carried

k) New Business

Purchase Region walkie Talkies

- Motion: To purchase a case, 6 walkie talkies with head pieces at an approximate cost \$400.
- Motion by: Lisa Denie
- Second: Jessica Maunsell
- Carried

Region Caps

- Motion: To purchase 300 Silver Region F caps at approximately \$12/Each, we will sell them for the future \$15.00.
- Motion by: Kristina Fox
- Second: Elisha Sommerfeldt
- Carried

2026 Meet Schedule

May 29-30	Pincher Creek Invitational	Pincher Creek
June 5-6		
June 13	Medicine Hat/Brooks Invitational	Medicine Hat
June 19-20	Claresholm Invitational	Claresholm
June 27	Lethbridge Invitational	Lethbridge

July 3-4		
July 10-11	SASG - Bow Island	Taber
July 17-18	Nanton/Ft Macleod Invitational	Fort Macleod
July 24-25	Crowsnest Pass Invitational	Crowsnest Pass
July 31-Aug 1		
Aug 7-9	Region F Championships	Lethbridge
Aug 14-16	ASSA Provincials	Edmonton

- Glen Mori and Allison will look into Bow Island for pool surveys/ blocks. • Swim Meets are not confirmed until ASSA Board meeting

Region Officials list

- Meet Managers are having difficulty knowing who is qualified for each position.
- Denelle Cutler will put together a list
- Madeeha from Swim Alberta, is the person you could contact for courses.
- If there is a financial constraint to do an official course, Region F can help with that cost.
- Motion: To supply annually, up to \$600 per individual (up to \$2400 total) for referee training and clinics that would include accommodations and gas reimbursement based upon receipts.
  - o Motion by: Elisha Sommerfeldt
  - o Second: Rhonda Anderson

l) Election of new Region Representative, in accordance with the terms described in the ASSA bylaws, policies and procedures.

Eliza Grose and Denelle Cutler will let names stand.

By acclamation Eliza Grose and Denelle Cutler will remain as Region F.

m) Election of Treasurer, Secretary and Region Record Keeper.

Treasurer - Carina Hoffman by acclamation with remain as Treasurer

Secretary - Glen Mori by acclamation with remain as Secretary Region

Record Keeper - Kelly Cooley is retiring.

- Jessica Maunsell will put name forth.
- Jessica Maunsell is voted as the new Region Record Keeper.

Table Best time ribbons for Fall Meeting

l) Adjournment Motion:

Glen Mori

Second by: Jenn Giles

Carried

12:38pm

# Appendix B:

## Coach Representative Year End Report

### Alberta Summer Swimming Association Coaches' Representative Report Summary 2025 Swim Season AGM Meeting – January 21, 2026

#### Coaches Professional Development

During the 2025 season, three Professional Development (PD) workshops were offered at varied times and dates to better accommodate coaches' schedules and availability. The 2025 Coaches Professional Development Series, titled "*Dive Into Development: Elevate Your Coaching Game,*" provided coaches with flexible opportunities to engage in meaningful learning.

The PD series included three Zoom sessions:

- Key Drills for Your Coaching Toolkit – Brad Mori (April 27)
- How to Be a Leader: In & Out of Sport – Keegan Brantner (April 28)
- Intro to Teaching Dives – Michelle Dawson (April 29)

Each session offered practical strategies aimed at enhancing coaching practices, and participating coaches earned one PD point per session. Attendance averaged approximately 30 coaches per session, reflecting strong engagement and interest across the province.

#### Coach Support and Operational Considerations

At the beginning of the season, Sport Lomo continued to present challenges for coaches. To better support coaches moving forward, the development of a clear, user-friendly registration checklist is recommended. Such a resource would guide coaches through the registration process, promote consistency, and increase confidence—particularly for newer coaches.

The timing of the Regional Meet Package release was another area that presented challenges this season. Coaches received the package later than ideal, which limited opportunities for planning, clarification, and the accurate submission of Regional entries. Releasing the package earlier in the season would allow coaches and clubs adequate time to prepare, reduce last-minute pressure, and support larger teams and newer coaching staff more effectively.

Access to meet results was also delayed and became available later in the season than anticipated. Timely results are an important tool for athlete development and for supporting informed entry decisions. In the absence of official results, coaches worked to manually track performances to the best of their ability. While multiple factors contributed to this delay, earlier posting of results in future seasons would significantly enhance planning, accuracy, and overall coach confidence.