

**Minutes**  
**ANNUAL MEETING**  
**ATHLETICS ALBERTA OFFICIALS COMMITTEE**

**Date:** Wednesday, May 21, 2025

**Time:** 7:00 pm, mdt

**Place:** via Zoom

**Attendees:** 33 officials, 2 guests: Irene Gaudet, Mihaela Cozma, Blake Pedersen, Jef Bailey, Mark Rowe, Jolene Dressler, Philippa Fairbairn, Alix Steward, Dave Keenan, David McLaren, Deirdre Choate, Denise Roche, Emly Anderson, Frank Magdich, Terry Protz, Tim Schultz, Tracy King, Victoria Morgan, William Lee, Miriam Stanisavljevic, Gerald Wilke, Ian Gordon, John Findlay, John Van Der Put, Lisa Lem, Louise Buskas, Marianne Chichak, Mary Wittenberg, Eric Wittenberg, Max Legault, Murray Young, Pat March, Ramona Jackson, Sharon Evans, Tare Bozimo, Michael Samson

**1.0 Call to order**

**2.0 Introductions** Jef Bailey Executive Director for AA and Max Legault for AA Board of Directors both attended.

**3.0 Minutes of 2024 meeting** May 8, 2024- posted on AA Website

**4.0 Financial Update** - not approved at this time. Approximate fees \$12,600.00. We hope to receive \$15,000.00 split into two areas Development \$10,500 and Training \$4,500

**5.0 Reports from Officials Committee** - all reports shared prior to the meeting, only questions will be addressed.

**5.1 Chair** – Irene Gaudet

**5.2 North Coordinators** - Philippa Fairbairn, Emly Anderson

**5.3 South Coordinators** - Mihaela Cozma, Karen Harris, Jolene Dressler

**5.4 Upgrading Coordinator (Level 1, 2, 3)** – Micheal Samson

Calgary asked if any people were waiting on evaluations? There is no waiting for anyone who submitted for upgrading. Those who have been approved by their mentor were arranged for upgrading.

**5.5 National Upgrading Coordinator (Level 4, 5)** – Ian Gordon

What was the recognition program that William qualified for? Ian explained how this works. (Recognition for out of country officials - William is a WA Silver Referee)

**5.6 Communications/PR** – Jack Leman

**5.7 Administrative Coordinator** – Ramona Jackson

Dave Keenan indicated he also has a starter pistol and will email details.

Philippa Fairbairn pointed out to Irene Gaudet throws measuring equipment to be added to the list from Officials Committee purchases, so the tracking is working well.

Jolene Dressler asked when equipment would be delivered to the south (*Note: Complete May 14th by Irene Gaudet, passed to Dale.*)

**5.8 Past Chair** – Louise Buskas

L3 and up once registered will receive a TShirt from Athletics Canada. (*Note: AC sent the list and shirts to Irene Gaudet and are being given to the officials listed by AC*)

Deirdre Choate asked about a course on rule changes or even a cheat sheet. Louise has this as a take away for follow up.

## **6.0 Amendment to Officials Committee Policy**

Reinstating a co-chair as a member of the officials committee

Purpose, to distribute, share workload

Discussion took place

- What is expected of volunteers
- Asking Jef Bailey from AA regarding a paid position to support the Committee/Volunteers (Jef acknowledged reaching out to Irene, Louise and several other officials) having discussions and learning how AA can better support officials
- Take away for Max Legault to discuss with Board of Directors
- Taking a look at how other provinces handle this
- Jef is in favour of open dialogue and actively and proactively having conversations to address pressure points
- Pointed out the Officials committee is a sub-committee under AA
- Officials policy on AA website is for sanctioning for meets specifically

Jolene Dressler/Deirdre Choate motioned that the Officials Committee Policy be adjusted to allow for a co-chair position (for 2025 a 1 year position). No one opposed. Motion passed.

### **7.0 Elections** - Run by Louise Buskas

7.1 Co-Chair Irene Gaudet has agreed to let her name stand for a 2 year term.

7.2 Co-Chair Blake Pedersen has agreed to let his name stand for a 1 year term (2025).

7.3 North Coordinators Philippa Fairbairn and Emly Anderson have agreed to let their names stand.

7.4 Administrative Coordinator Ramona Jackson has agreed to let her name stand.

7.5 Communications/PR Lisa Lem has agreed to let her name stand. JackLeman has resigned from this position but is looking forward to continuing as official at meets.

The slate of nominees are elected by acclamation.

Louise also wanted to personally thank Jack Leman for his commitment, mentorship as an official and support on the officials committee over the years.

### **8.0 Discussion and Questions**

8.1 Lisa Lem asked if there was a job description for the communication/PR position. Irene Gaudet indicated that the Policy which includes job duties will be shared with all committee members following the meeting. (*completed via email*) Jef Bailey added that he is looking forward to better at telling our story and envisioning Lisa will come in and work with the office on this communication.

8.2 Mihaela Cozma asked if information on what meets were being used to evaluate officials so this could be planned better and include these officials when assigning officials for the meets. Micael Samson is working on the provincial level evaluations and will share when it is complete.

8.3 Blake Pedersen asked about an officials directory. Discussion took place. Competencies are posted on AA website grading chart. Internal documents on the Officials Committee Drop Box have upgrading details and various information to be shared with the Officials Committee following the meeting. Suggestion made that a voluntary sign sheet by discipline be set up for officials to share their cell number and email address to communicate

better at meets to be used by referees. Sharing further than that has privacy issues. The other possibility may be a WhatsApp group which could be used.

8.4 Blake Pedersen asked what is next for the committee members? A list of priorities. Irene Gaudet indicated a committee meeting will be called within the next few weeks to address this and set a plan.

8.5 Question regarding communication of OMS and address information from the learnings from other provinces? Possibly link information into OMS.

8.6 Mary Whittenberg asked about deadlines for meets for allowing entries. Officials assignments are delayed due to registration deadlines. Jef Bailey mentioned they are working to get 1st draft earlier and mentioned the pressures involved in this happening. Nick has sent out notices to meet directors, it is consistently changing to maximize the number of participants.

8.7 Mary Whittenberg asked if signing up as a member of AA allows disclosing of name and number. Ian Gordon noted that NOC calls out that lists of officials are not to be shared or reproduced. Irene Gaudet stated the Officials for the Zones have this and those with access to OMS can contact.

8.8 Jef Bailey commented on communication and the use of walkie talkies with previous issues with bandwidth and frequency. Plus he has been working with meet Directors to communicate and flow and process for meets. Nick is actively working with them to improve issues including the one Mary mentioned, reduce touch points, simplify processes, reduce bottlenecks. Referees should have contact lists.

8.9 Jef Bailey announced that Louise Buskas is being recognized as a Technical Official on June 7th in a Hall of Fame ceremony. She was thanked and congratulated.

**9.0 Adjournment at 8:25**

## **Alberta Officials' Committee**

**Chair Report, May 9, 2025**

**For Summer 2024 through Spring 2025 seasons**

### **Past Year Highlights:**

Our 2024 AGM was once again held via Zoom and was well attended by 27 officials from across the province. The 2025 AGM will also be held via Zoom – on May 21, 2025.

For the 2024-5 season, there were 39 mentorships/evaluations and 35 upgraded officials. The online AC introductory clinics had 48 officials attending.

We are currently using the Online Officials Management System for officials to sign up for meets in province and to be awarded credits for their work. As well, we put all

upgrading information – clinics, evaluations – on the system as well. We are working with

the National Officials Committee on this so we can eliminate the paper credit tracking and

hope that can be accomplished within the next year. Once an official completes enough

credits for level 1 (6 credits) they are put into the online system.

### **Statistics:**

**Number of Meets:** Total: 35 (37 – 2024) Indoor: 12 (14 - 2024) Outdoor: 23 (23 -

2024) Calibre of Meets: P: 29 N/NC: 6

**Number of Officials:** Total 163 (149 – 2024)

NEW: 29 Level 1: 15 Level 2: 31 Level 3: 38 Level 4: 21 Level 5: 29

WA: NTO 1 Bronze 1 Silver (ATO) 2

WPA: NTO 1 ITO 1

### **Officials Award Winners:**

AA Official of the Year

Blake Pedersen

AA Novice Official of the Year

Kyle Jenner and Khalid Sultan

### **Clinics:**

There were 8 clinics in various disciplines for Officials training and education (30 AB

officials, 30 out of province officials in online clinics) Most of the clinics were a Zoom

format so that more officials could attend from locations outside of the host area. The

online AC introductory clinics continue to be a great success with 48 officials attending.

### **Mentorship/Evaluations:**

Alberta Officials participated in 52 mentorship/evaluations for levels 2 (6), 3 (10) and 4

2(22), and 5 (14).

### **Officials Travel:**

In Province:

1 level 2 official granted in province travel for evaluations for level 3;

10 Officials granted in province travel for evaluations for level 4 or 5

6 Officials for evaluator

Out of Province:

5 officials to Nationals for evaluations;

3 Officials Nationals /USport (referees and/or evaluators);

2 Officials out of province other for evaluation

**Year Ahead:**  
We hope to continue upgrading senior officials (levels 4 and 5) and are fortunate to

have a National level meet (Legions) for the outdoor season to be able to do this.  
We are still looking to upgrade as many officials as possible to at least Level 3. Many officials have been invited to participate in both the U20/Senior nationals in Ottawa and the Canada Summer Games in St John's NL as well as the Legion Nationals in Calgary. Complete the testing of the Officials Management System to ensure that credits are properly recorded and updated for meets.

**Challenges for Officials:**

With the increasing numbers of meets during the year, the officials are spread very thinly and this is leading to 'burnout', especially of more senior and more active officials. If clubs are hosting meets, they should be providing adequate volunteers AND getting some of those volunteers to take on the training to become officials. They should also ensure that there are enough volunteers for ALL sessions of the meet and that at the end of the day, there are enough people left to run competitions. This is happening in some areas, but unfortunately not at all meets. Unrealistic meet schedules. Meet organizers should send the schedule to senior referees who will gladly look over the schedule to see if the timing with the number of entries can be realistically achieved. Maybe that means fewer entries, maybe fewer trials in field events (4 as opposed to 6?). More meet directors are doing this but unfortunately, not all.

Submitted by,  
Irene Gaudet,  
Chair, Athletics Alberta Officials' Committee

**Athletics Alberta Officials' AGM**

**May 21, 2025**

**Northern Coordinators' Report**

The 2024 outdoor season and the 2025 indoor season in the Edmonton area were as busy as usual and saw great participation from our local officials, together with help from several Calgary officials and some out-of-province officials.

The on-line management system seems to be working well now that Emly and I have managed to avoid most of our previous stumbles. The system does simplify the assigning of officials to positions and allows for immediate adjustments if, and when, they are required. The print-out generated by the system is fine for smaller one-day meets with 15 to 20 officials. For larger meets I have reverted to the Excel "sign-in" spreadsheet that I previously set up for meets. This is emailed out to the officials ahead of a scheduled meet. Its other advantage is that it allows the referees to keep track of any changes, re-assignments and no-shows--information that should be reported back to the managers in order to ensure the system's accuracy when it comes to the assigning of credits.

We have the usual outdoor meets in St. Albert, Leduc and Sherwood Park but the two major outdoor meets we are looking forward to in July are the Edmonton Athletic Invitational event and the Western Canada Team Challenge. The fact that the international meet is scheduled for a Sunday this year, as opposed to a Thursday last year, should help increase the number of spectators. Last year's numbers were a little disappointing.

Once again, we are grateful to all the officials who have given so much of their time to ensure that our athletes have fair and well-run competitions.

Philippa Fairbairn and Emly Anderson

Northern coordinators

Calgary and Southern Alberta Coordinator  
(Mihaela Cozma; Karen Harris; Jolene Dressler)

Report to AGM – May 2025

As of May 2025- there are 61 registered officials in Southern Alberta, 24 being trainees.

2024-25 Short track season: 3 meets in Calgary hosted under Dinos' series offered track and field (shot put and high jump) events and were supported by AA Officials from Calgary. These meets offered the opportunity for new and entry-level officials to be mentored in their respective roles.

2025 Long track season: The debut of the season took place in May with the Calgary Springs Challenge. The small number of officials from Calgary and Edmonton available for this meet highlighted the expected challenges of a 2.5-day meet where field events were scheduled at the same time requesting more than a team for full coverage. This is a continual challenge we expect to experience over the Summer.

The full season has a total of 13 meets

- 3 small in August, 3 Gord's series, Cheetah invitational
- 2.5 day meets: Spring Challenge, Caltaf Classic; Legions Championship; and the High School Provincial Championship

The multiday meets are great opportunities for evaluation, for some officials to chief in their main events, and for the new officials to experience most of the events.

Measurement equipment was used for long throws and horizontal jump as well as tables to validate the jumps and that increased the efficiency of the measurement.

Calgary will host the Legion Championship for the second time and preparations for that meet started already. Equipment was a challenge last year and CTC agreed to fix it this year.

Working as a team helped share the load of organizing meets and recruiting new officials. Having Jolene dedicating time to recruit and onboard officials was successful with a few new registered officials continuing their interest in officiating. Navigating and learning the Every8 is a continual process.

Promotional items have been distributed to officials and well received as a token of recognizing their time and effort dedicated to the track and field community.

Mihaela, Karen, Jolene

**Provincial Upgrading coordinators report – May 1, 2024 – April 30, 2025**

The past year has been very busy for province upgrading. We have had 12 people upgraded to level one official and 5 people upgraded to level two. For level 3 upgrades we had the following numbers:

- 2 for level three umpire
- 2 for level three vertical jumps
- 2 for level 3 horizontal jumps
- 1 for level 3 throws

In addition to upgrades we had 35 new officials sign up and begin their journey to becoming track and field officials.

In the upcoming long track / outdoor season we are looking at completing 9 level three evaluations in addition to as many level 2 evaluations as we can complete.

Therefore, we are looking forward to a busy and successful outdoor season this year.

Sincerely,

Michael Samson, CPA

Athletics Alberta Officials Provincial Upgrading Coordinator.

National Upgrading report:

In the Fall of 2014 there were 7 who were upgraded; 4 were level 4 and 3 were level 5.

These were:

Irene Gaudet CER4

Michael Samson FRT4

Dave Keenan SA4

Blake Pedersen VJ4

Bing Chu HJ5

Doug Weber S5

Mark Rowe T5

In the Spring of 2015 Sonya Hassan was upgraded to HJ4.

In addition, William Lee, under the NOC recognition program, was evaluated to be level 5 in both horizontal and vertical jumps.

Outlook for summer of 2025: 10 evaluations for level 4 (5 1 st and 5 2 nd ) and 5 evaluations for level 5 (4 1 st and 1 2 nd ).

Ian

COMMUNICATIONS/PR REPORT – MAY 2025

Jack Leman

There is nothing to report.....other than I have decided to step down from my role as the Communications/PR representative on the Officials Committee.

This is not an indication that I no longer wish to be involved in officiating but only that it might be time to have someone with a different outlook involved in this Committee position.

I very much enjoy working as an official at all our meets and want to continue being involved in that process.

Jack

AA Officials Committee Annual General Meeting

Admin Coordinator Report for May 21, 2025

Alberta Active Officials in the online system 132

Last registration 2022

2

Last registration 2023

8

Last registration 2024

13

2025 Registered Officials **109**

(As of Apr 22, 2025)

### **Ongoing Work**

-

Update officials records for training, clinics, and evaluations completed, as provided

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Work with new and current officials to get access to the system, reset passwords or get app functioning for them, change email or addresses as necessary

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Regularly updating registered officials in the online system (reports provided from AA)

### **Work in Progress**

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Process for officials to check their credits online (match to cards)

#### **Officials Credit Report**

Run Report for Credits Awarded to validate

(There is also a 'My Credits' in the menu for a quick view)

Go to Report Centre

1.

Select the report called '**My credits by Event & Specialty**'

2. A filters screen will pop up

3. Select the date range you would like

4. Click on the 'apply filters' button, the report will auto generate

(if nothing comes up you may have select a date range without any meets that you attended)

5. You can review the report from here

6. If you want to keep the report - select 'Export' button in the top right hand corner of this report

It will ask you to select Excel or PDF, your choice on how you would like to download this

Process for inputting out of province credits for officials into the system

#### **Request Out of Province Credits Recorded**

If you have worked a track meet outside of Alberta and you want it recorded in the online system...

1.

Have your paper card completed and signed at the track meet.

2.

Take a picture of your card and send it to the Admin Coordinator for the Officials Committee (Ramona Jackson anomar@live.ca)

3.

Your credits from the meet will manually be entered into the online system via a generic Track Meet created just for recording credits from out of province.

4.

Once you receive notice it has been added, visually check online to confirm accuracy of credits.

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Creating an inventory sheet (for equipment, include clothing/gifts) recording who has possession

#### Past President Report

- Vantage Consulting Group is in the process of conducting a survey with regards to Officials' pathway and communication processes. The results will be presented to AC at the AGM and then to NOC.
- AC will be giving a logoed white polo shirt to all registered level 3-5 officials annually. These have been forwarded to AA office for distribution.
- Online 101 and 201 courses as well as all the level 3 and 4 clinics have been updated with rule changes from 2024 rules updates.
- AC hosted a TD training course for Road, Mountain and Trail events. It was held in Toronto, March 2024. The focus was on the one-day elite events. The course was well received by the participants.
- A Provincial TD course was offered by AC in late September. Alberta sent 2 office staff and a member of the board of directors.
- Evaluator training will be taking place in late 2025 and/ or early 2026. Format will be the same as last round of training.
- Canada Summer Games will be held in St. John's NL in August. Every province will have officials in attendance.
- An electronic repository of documents is being created. Currently NOC and all BOC will have access to it.