



EDMONTON FEDERATION OF COMMUNITY LEAGUES

BOARD OF DIRECTORS

REGULAR MEETING PACKAGE

DATE: Thursday, April 13, 2017

DINNER: 5:00 PM / MEETING 6:00 PM

LOCATION: EFCL Office, 7103—105 Street

EFCL Board Planning Calendar April, May, June, 2017

April

2017

- 08 Training Workshop At EFCL
- 13 EFCL Board Meeting
- 24-27 Membership Supplies Pick Up
- 26 EFCL Planning & Development Committee Meeting
- 29 Great Neighbour Race

May

2017

- 03 Green Leagues Launch Party—Evansdale
- 11 EFCL Board Meeting
- 24 Annual General Meeting—Laurier Heights
- 31 EFCL Planning & Development Committee Meeting

June

2017

- 08 EFCL Board Meeting
- 28 EFCL Planning & Development Committee Meeting

Edmonton Federation of Community Leagues
Board of Directors Regular Meeting
EFCL Office: 7103—105 Street
Thursday, April 13, 2017, Dinner 5:00 PM / Meeting 6:00 PM
AGENDA

Item 1.0

- 1.0 Call To Order**
 - 2.0 Agenda Review (6:00 PM) (pgs. 3-4)**
 - 3.0 Urgent Matters / Presentations**
 - 3.1 Great Neighbour Race (6:00 PM)**
 - 3.2 Draft Financial Statement Presentation (6:05 PM) (pgs. 5-13)**
 - 3.3 NPDP Presentation (6:15 PM)**
 - 3.4 Community Gardens (6:45 PM)**
 - 4.0 Approval of the March 09, 2017 Board Meeting Minutes (7:00 PM)**
 - 5.0 Decision Items**
 - 5.1 Bylaw Review (7:05 PM) (pgs. 14-16)**
 - 5.2 SOCAN Proposal (7:30 PM) (pg. 17)**
 - 5.3 May Annual General Meeting Draft Agenda (7:50 PM) (pg. 18)**
 - 6.0 News From The City Of Edmonton**
 - 6.1 News From The City Of Edmonton (pgs. 19-24)**
 - 7.0 Exemptions**
-
- Break 8:20 PM—8:30 PM**
- 8.0 Staff Reports (8:20 PM)**
 - 8.1 First Quarter Financial Report—Attached**
 - 8.2 Executive Director's Report (pgs. 25-28)**
Protocol For Crestwood, Fluent Homes, 100th Anniversary, Neighbour-to-Neighbour Campaign, EMCN, Pixel Blue, Green Leagues Kick-Off, Great Neighbour Race Update, Live Active Summit
 - 9.0 Correspondence**
 - 9.1 EALT Letter (pg. 29)**
 - 9.2 Newton Letter (pg. 30)**
 - 10.0 Work In Progress (8:40 PM) (pgs. 31-32)**
 - 10.1 Update: Malmo-Lansdown District Boundary Change**
 - 10.2 Update: Subdividing Existing Community Leagues**
 - 11.0 District Updates/Feedback (8:50pm)**
 - 12.0 Private Matters (8:30pm)**
 - 12.1 Staffing Update**
 - 12.2 Fluent Homes Proposal Discussion**
 - 12.3 Election 2017**

13.0 Next Meeting/Announcements

13.1 Thursday, May 11, 2017, Meeting at 6:00 PM, Office Of The EFCL, 7103—105 Street

14.0 Adjournment

3.0 Urgent Matters/ Presentations

MEETING DATE : April 13, 2017

Item 3.1

AGENDA ITEM # : 3.1 – Draft Financial Statement Presentation

PREPARED BY: Hawkings Epp Dumont, LLP

**EDMONTON FEDERATION OF
COMMUNITY LEAGUES**
FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2016

Draft

INDEPENDENT AUDITORS' REPORT

To the Members of Edmonton Federation of Community Leagues
Edmonton, Alberta

We have audited the accompanying financial statements of the Edmonton Federation of Community Leagues, which comprise the statement of financial position as at December 31, 2016, and the statements of operations, changes in net assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance whether the financial statements are free from material misstatement.


An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements present fairly, in all material respects, the financial position of the Edmonton Federation of Community Leagues as at December 31, 2016, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Edmonton, Alberta
April 13, 2017


HAWKINGS EPP DUMONT LLP
Chartered Accountants

EDMONTON FEDERATION OF COMMUNITY LEAGUES

STATEMENT OF FINANCIAL POSITION

AS AT DECEMBER 31, 2016

	<u>2016</u>	<u>2015</u>
<u>ASSETS</u>		
Current Assets		
Cash (Note 3)	\$ 1,045,641	\$ 1,152,430
Accounts receivable	142,873	59,378
Goods and Services Tax receivable	19,917	9,089
Prepaid expenses	<u>1,287</u>	<u>1,202</u>
	1,209,718	1,222,099
Tangible Capital Assets (Note 4)	<u>133,445</u>	<u>177,351</u>
	<u>\$ 1,343,163</u>	<u>\$ 1,399,450</u>
<u>LIABILITIES AND NET ASSETS</u>		
Current Liabilities		
Accounts payable and accrued liabilities	\$ 24,417	\$ 52,949
Wages and vacation payable	28,212	23,534
Employee deductions payable	51,793	15,264
Deferred Contributions - Operating (Note 5)	<u>819,671</u>	<u>869,879</u>
	924,093	961,626
Deferred Contributions - Tangible Capital Assets (Note 6)	<u>15,485</u>	<u>22,325</u>
	<u>939,578</u>	<u>983,951</u>
Net Assets		
Invested in tangible capital assets	117,960	155,026
Internally restricted (Note 7)	200,000	200,892
Unrestricted	<u>85,625</u>	<u>59,581</u>
	<u>403,585</u>	<u>415,499</u>
	<u>\$ 1,343,163</u>	<u>\$ 1,399,450</u>

APPROVED ON BEHALF OF THE BOARD:

_____ Director

_____ Director

The accompanying notes are an integral part of these financial statements.

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EDMONTON FEDERATION OF COMMUNITY LEAGUES
STATEMENT OF REVENUES AND EXPENDITURES
FOR THE YEAR ENDED DECEMBER 31, 2016

	<u>2016</u> Budget	<u>2016</u> Actual	<u>2015</u> Actual
Revenue			
Grants	\$ 615,938	\$ 732,850	\$ 674,491
Membership dues	98,500	95,889	94,620
Casino	55,000	69,378	21,442
Londonderry hall	-	63,535	60,351
Sponsorships	36,500	60,846	37,479
Other	27,000	48,730	19,770
Recoveries	27,000	34,394	50,946
Interest	<u>7,000</u>	<u>7,051</u>	<u>6,761</u>
	<u>866,938</u>	<u>1,112,673</u>	<u>965,860</u>
Expenses			
Salaries and benefits	588,035	639,297	530,426
Community League services	141,488	104,892	116,298
100th anniversary project	-	102,756	81,283
Office and building operations	72,800	82,293	61,461
Londonderry hall	-	67,715	55,781
Amortization	25,000	66,991	31,664
Professional fees	10,000	34,084	10,110
Governance	20,000	18,694	17,339
One-time expenditures	<u>-</u>	<u>7,865</u>	<u>59,767</u>
	<u>857,323</u>	<u>1,124,587</u>	<u>964,129</u>
Excess (Deficiency) of Revenue over Expenses	\$ <u>9,615</u>	\$ <u>(11,914)</u>	\$ <u>1,731</u>

The accompanying notes are an integral part of these financial statements.

EDMONTON FEDERATION OF COMMUNITY LEAGUES

STATEMENT OF CHANGES IN NET ASSETS

FOR THE YEAR ENDED DECEMBER 31, 2016

	Invested in Tangible Capital Assets	Internally Restricted	Unrestricted	<u>2016</u> Total	<u>2015</u> Total
Balance, Beginning of Year	\$ 155,026	\$ 200,892	\$ 59,581	\$ 415,499	\$ 413,768
Excess (Deficiency) of Revenue over Expenses	(60,152)	(892)	49,130	(11,914)	1,731
Tangible Capital Asset Purchases	<u>23,086</u>	-	<u>(23,086)</u>	-	-
Balance, End of Year	<u>\$ 117,960</u>	<u>\$ 200,000</u>	<u>\$ 85,625</u>	<u>\$ 403,585</u>	<u>\$ 415,499</u>

Draft

The accompanying notes are an integral part of these financial statements.

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EDMONTON FEDERATION OF COMMUNITY LEAGUES

STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED DECEMBER 31, 2016

	<u>2016</u>	<u>2015</u>
Operating Activities		
Excess (deficiency) of revenue over expenses	\$ (11,914)	\$ 1,731
Items not affecting cash:		
Amortization of tangible capital assets	66,991	31,664
Amortization of deferred contributions related to tangible capital assets	<u>(6,840)</u>	<u>(6,871)</u>
	48,237	26,524
Change in non-cash working capital:		
Accounts receivable	(83,495)	(23,462)
Goods and Services Tax receivable	(10,828)	520
Prepaid expenses	(85)	3,940
Accounts payable and accrued liabilities	(28,531)	(54,016)
Wages and vacation payable	4,678	5,060
Employee deductions payable	36,529	8,850
Deferred contributions - operating	<u>(50,208)</u>	<u>621,761</u>
	(83,703)	589,177
Investing Activities		
Purchase of tangible capital assets	<u>(23,086)</u>	<u>(15,944)</u>
Change in Cash During the Year	(106,789)	573,233
Cash, Beginning of Year	<u>1,152,430</u>	<u>579,197</u>
Cash, End of Year	<u>\$ 1,045,641</u>	<u>\$ 1,152,430</u>

The accompanying notes are an integral part of these financial statements.

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EDMONTON FEDERATION OF COMMUNITY LEAGUES

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2016

1. NATURE OF ORGANIZATION

The Edmonton Federation of Community Leagues (the "Federation") was established in 1921 and, as a non-profit organization, is exempt from income taxes. The Federation exists to continually improve the efficiency and effectiveness of member organizations in their effort to deliver community programs, by providing leadership as well as operational and administrative support.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations.

Cash

Cash includes chequing and savings accounts and petty cash amounts that are readily converted into known amounts of cash and are subject to an insignificant change in value.

Tangible Capital Assets

Tangible capital assets are recorded at cost. Amortization is provided over the estimated useful lives of the assets at the following methods and rates:

Office equipment	20%	Declining balance method
Computer equipment	30%	Declining balance method
Computer software	100%	Declining balance method
Leasehold improvements	10 years	Straight-line method
Website	3 years	Straight-line method

Revenue Recognition

The Federation follows the deferral method of accounting for contributions, which include donations, casino funds and government grants. Restricted contributions are recognized as revenue during the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Restricted investment income is recognized as revenue in the year in which the related expenses are incurred. Unrestricted investment income is recognized as revenue when earned.

Membership dues are recognized as revenue in the year to which they relate.

Investment income is recognized as revenue when earned.

Contributed Services

The Federation is dependent on the voluntary services of many individuals. The value of these donated services is not recognized in the financial statements due to the difficulty of determining their fair value.

Measurement Uncertainty

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the recorded amounts of assets and liabilities, the disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Significant areas requiring the use of management's estimates include the useful lives of tangible capital assets and the corresponding rates of amortization and the amount of accrued liabilities. All estimates are reviewed periodically and adjustments are made to the statement of revenues and expenditures as appropriate in the year they become known.

EDMONTON FEDERATION OF COMMUNITY LEAGUES

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2016

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Financial Instruments

Measurement of financial instruments

The Federation initially measures its financial assets and financial liabilities at fair value and subsequently measures all financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost include cash and accounts receivable.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities.

Impairment

Financial assets measured at cost are tested for impairment when there are indicators of impairment. The amount of the write-down is recognized in the statement of revenues and expenditures. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account, provided it is no greater than the amount that would have been reported at the date of the reversal had the impairment not been recognized previously. The amount of the reversal is recognized in the statement of revenues and expenditures.

3. CASH

Cash received from casino, government grant funding and members totalling \$819,671 (2015 - \$869,879) are restricted for use in accordance with the terms of the related agreements.

4. TANGIBLE CAPITAL ASSETS

	<u>Cost</u>	<u>Accumulated Amortization</u>	<u>Net Book Value</u>	
			<u>2016</u>	<u>2015</u>
Office equipment	\$ 123,795	\$ 114,037	\$ 9,758	\$ 10,685
Computer equipment	56,712	50,900	5,812	7,181
Computer software	32,021	32,021	-	1
Leasehold improvements	216,645	155,770	60,875	70,485
Website	<u>187,908</u>	<u>130,908</u>	<u>57,000</u>	<u>88,999</u>
	<u>\$ 617,081</u>	<u>\$ 483,636</u>	<u>\$ 133,445</u>	<u>\$ 177,351</u>

EDMONTON FEDERATION OF COMMUNITY LEAGUES

NOTES TO FINANCIAL STATEMENTS

DECEMBER 31, 2016

5. DEFERRED CONTRIBUTIONS - OPERATING

Deferred contributions represent restricted operating funding received or receivable in the current year for which the corresponding expenses have not yet been incurred. Changes in the deferred contributions balance are as follows:

	<u>2015</u>	Contributions received during year	Amounts recognized as revenue	<u>2016</u>
100th Anniversary Program	\$ 656,532	\$ 73,500	\$ 102,755	\$ 627,277
Rink Roof Program	72,673	-	-	72,673
Membership dues	63,680	96,628	95,889	64,419
Green League Program	-	52,200	4,757	47,443
Casino	<u>76,994</u>	<u>-</u>	<u>69,135</u>	<u>7,859</u>
	<u>\$ 869,879</u>	<u>\$ 222,328</u>	<u>\$ 272,536</u>	<u>\$ 819,671</u>

6. DEFERRED CONTRIBUTIONS - TANGIBLE CAPITAL ASSETS

Deferred contributions related to tangible capital assets represent contributions received from the City of Edmonton and the Government of Alberta to fund renovations to the Federation's premises.

	<u>2016</u>	<u>2015</u>
Balance, beginning of year	\$ 22,325	\$ 29,196
Amounts amortized	<u>(6,840)</u>	<u>(6,871)</u>
Balance, end of year	<u>\$ 15,485</u>	<u>\$ 22,325</u>

7. INTERNALLY RESTRICTED NET ASSETS

	<u>2016</u>	<u>2015</u>
Financial stabilization reserve fund	\$ 200,000	\$ 200,000
Performing arts prize fund	<u>-</u>	<u>892</u>
	<u>\$ 200,000</u>	<u>\$ 200,892</u>

The performing arts prize fund was established to provide prizes to performers in the annual talent show.

The financial stabilization reserve fund was established to provide for emergent, unforeseen expenses such as lawsuits, delays in grant funding, computer system breakdowns or forced office relocation.

8. FINANCIAL INSTRUMENTS

It is management's opinion that the Federation is not exposed to significant credit, liquidity, market, currency, interest rate or other price risk through its financial instruments which include cash, accounts receivable and accounts payable and accrued liabilities.

5.0 Decision Items

MEETING DATE : April 13, 2017
AGENDA ITEM # : 5.1 – Bylaw Review
PREPARED BY: Debra Jakubec, Executive Director

Item 5.1

Original	Article 5 General Membership Meetings The Annual General Meeting of the EFCL may be held, whenever possible, in the month of March or April but in any event, not later than six months following the end of the fiscal year of the EFCL.
Proposed	The Annual General Meeting of the EFCL shall be not later than six months following the end of the fiscal year of the EFCL.
Reasoning	Additional wording not required

Original	Article 6 District Membership Meetings 6.1 Each District of the EFCL will hold District Meetings at least two times per year, preferably in the months of May, and November.
Proposed	Article 6 District Membership Meetings 6.2 Each District of the EFCL will hold District Meetings at least once per year.
Reasoning	Additional wording becomes restrictive

Original	8.1 Only District Representatives are entitled to vote at all Board of Directors meetings. IF WE ALLOW APPOINTMENTS OF NON-DISTRICT REPRESENTATIVES UNDER 10.3 THIS WOULD NEED REVISION
Proposed	Eliminate or rewrite to Only Elected and Appointed Board Members are allowed to vote – THIS HAPPENS ONLY IF 10.3 IS AMENDED TO INCLUDE APPOINTMENTS
Reasoning	

Original	10.1 The Board of Directors will consist of one District Representative from each of 12to 15 Districts.
Proposed	10.1 The Board of Directors will consist of one District Representative from each District and up to three (3) non-district representatives appointed by the Board for one year terms
Reasoning	Provides for the opportunity to bring specific talents, expertise and knowledge onto the board from time to time. Could also be useful if the President finds it difficult to represent his or her District in addition to the work as President. In that case, the Board could appoint someone else from the District. Their terms would one year only.

Original	12.1 A representative of the City's Community Services Department, invited to that meeting for that purpose, will chair the election of the Officers.
Proposed	12.1 A representative of the City's Citizen Services Department, invited to that meeting for that purpose, will chair the election of the Officers.
Reasoning	To reflect current language

Original	12.1 An Officer must resign if they cease to be a District Representative. IF WE ALLOW APPOINTMENTS THIS WOULD CHANGE.
Proposed	Board Members who are elected as District Representatives must resign if they cease to be a District Representative unless appointed by the Board to fill one of the 3 Board Appointments noted in 10.1
Reasoning	To reflect the option of appointed board members

Original	17.1 The annual budget of the EFCL will be submitted by the Board of Directors for approval at the Regular General Meeting and will be circulated to the Members with the notice of such Regular General Meeting in January or February, and will be circulated to the Members with the notice of such Regular General Meeting. No total expenditure exceeding three percent (3%) of the budget, and not authorized in the budget, will be made without approval of the Members.
Proposed	17.1 The annual budget of the EFCL will be submitted by the Board of Directors for approval at a board meeting and will be ratified at the next General Meeting of the membership. The budget will be reviewed and amended to reflect changes during the year.
Reasoning	<p>The EFCL currently does not complete any revised budgets or amendments to reflect changes in the year or against original expectations. As documented in the board level memo, MG recommended that EFCL start completing a budget amendment after their year-end is completed to adjust and reflect known changes after the original budget is complete. This will allow for EFCL to gain a better understanding of grant options and available funds from both the Federal and Provincial governments. As a result, the items that are over 2-3% of the original budget might become more inline after the amendments are made. However, this amended budget would need to be approved by the board members before being finalized.</p> <p>MG also recommend that the 3% rule should be removed from the bylaws. It should be changed to 10%, which is more reasonable, and moved into board policy.</p>

Original	Something <u>new</u> under Article 10 Board of Directors
Proposed	<p>10.2.10 Meet as a collective group a minimum of 6 times per year</p> <p>10.2.11 Where appropriate electronic (telephone, internet) attendance will be acceptable for attendees rather than in person. Board Members are to provide 48 hours' notice to the EFCL ED and the President to indicate this choice</p> <p>10.2.12 When deemed necessary the President may instigate an electronic (email) vote. The President would initiate the email outlining the issue and requesting a vote. The first to reply would be considered the 2nd of the motion. The President would tally votes and declare the results via email. These electronic votes will then be noted in the minutes of the next Board Meeting</p>
Reasoning	No reference to board meeting minimum - consider Board Jan, March, May, July, Oct, Dec and the executive only the balance Feb, Apr, June, Sept and Nov

Original	New under 13 Termination
Proposed	In the event that a Board Member misses three or more board meetings without reasonable explanation, the Board may choose to remove that member and appoint a replacement for the balance of that member's term of office.
Reasoning	Typical statement in most bylaws.

MEETING DATE : April 13, 2017
AGENDA ITEM # : 5.2 – SOCAN Proposal
PREPARED BY: Debra Jakubec, Executive Director

Item 5.2

Recommendation A:

That the EFCL take the counter-offer from SOCAN to the membership for discussion at the Annual General Meeting in May.

Recommendation B:

That the EFCL contact SOCAN to let them know that the proposal presented by the EFCL is the only alternate solution acceptable to the leagues and so we do not accept their counter-offer and we shall continue with the status quo.

Background:

We have had a conference call from SOCAN responding to our offer.

Our offer was for leagues with a hall capacity >150 would pay \$50 and halls <150 would pay \$100. The EFCL would retain \$25 from each transaction for administration and would remit \$25 and \$75 respectively.

They pointed out that leagues are currently covered under Tariff 21, which is already a special tariff for community leagues. Under this tariff leagues pay \$195 each. This also includes detailed reporting.

They have talked to their legal department and feel they cannot apply Tariff 58 or 15A.

They have countered our proposal by offering an arrangement under Tariff 8, which would be for an organization that had 3 events per year and is based on hall capacity as follows:

- 1 to 100 seats would be \$123.39 per year
- 101 to 300 seats would be \$177.61
- 300 to 500 seats would be \$370.14

If Tariff 8 were to be implemented, SOCAN would not require the detailed reporting, that is currently in place.

We thanked them for calling back, pointed out that the board would need to decide if this should go back to the membership.

MEETING DATE : April 13, 2017
AGENDA ITEM # : 5.3 – May Annual General Meeting Draft Agenda
PREPARED BY: Debra Jakubec, Executive Director

Item 5.3



Annual General Meeting Draft Agenda
Calder Community League Hall
12721 – 120 Street

- 1.0 Call To Order (6:30 PM)**
 - 1.1 Welcome Guests and Acknowledgement of Sponsors
 - 1.2 Opening Comments From President
 - 1.3 Greetings from Sponsors

- 2.0 Approval of Agenda (6:40 PM)**

- 3.0 Approval of Draft Minutes (6:45 PM)**

- 4.0 EFCL Presentations (6:50 PM)**
 - 4.1 Keynote
 - 4.2 Potentially Fluent Homes

- 5.0 Board And Planning Committee Elections (7:10 PM)**
 - 5.1 Board Elections
 - 5.2 Planning Committee Elections

- 7.0 Information Updates (7:20 PM)**
 - 7.1 Annual Report presentation
 - 7.2 Winter survey results
 - 7.3 GNR update
 - 7.4 Neighbour to Neighbour campaign

- **Coffee Break (7:40 PM)**

- 8.0 Door Prize (7:55 PM)**
 - 8.1 TBD

- 9.0 Statutory Reports (After 8:00 for Curtis PM)**
 - 9.1 2016 Audited Financial Statement

- 10.0 Decision Item (8:10 PM)**
 - 10.1 SOCAN
 - 10.2 Bylaw changes

- 11.0 Discussions/Survey (8:40 PM)**
 - 11.1 Election 2017
 - 11.2 Survey – TBD

- 12.0 Community Services Department Report (By Exemption) (9:10 PM)**
 - 10.1 TBD

- 13.0 Executive Director's Report (By Exemption) (9:15 PM)**
 - 13.1 Community Garden Tool-kit
 - 13.2 Green Leagues update
 - 13.3 Great Neighbour Race
 - 13.4 Live Active Strategy

- 14.0 Open Mic - Community League Dialogue (9:20 PM)**

- 15.0 Next Meeting Date**

- 16.0 Hall Clean-Up**

6.0 NEWS FROM THE CITY OF EDMONTON

MEETING DATE : April 13, 2017

AGENDA ITEM # : 6.1 – News From The City Of Edmonton

PREPARED BY: Marlene Kankkunen, Office of Great Neighbourhoods

Item 6.1

News From The City Of Edmonton EFCL Board Meeting, April 13, 2017



THE WAY WE LIVE: *Improve Edmonton's Livability*

Public Engagement

*Share Your Voice
Shape Our City*

Join us to learn about how the City of Edmonton is transforming the way we include community input in our decision making. The foundation of these changes is based on a new policy and framework for engagement that was developed from the work of the [Council Initiative on Public Engagement](#). The new policy is going to Executive Committee of Council April 4.

Public Information Sessions 2017: (Drop-in format)

<p>May 3 (5:30 to 8:30 p.m.) Mill Woods Seniors Association 2nd Floor, 2610 Hewes Way (Gym)</p>	<p>May 4 (5:30 to 8:30 p.m.) West Edmonton Mall (Level One, in front of Hudson's Bay) 8882 - 170 Street</p>	<p>May 6 (1:00 to 4:00 p.m.) Clareview Community Recreation Centre (Multi-Purpose Room 1) 3804 - 139 Avenue</p>
<p>May 11 (5:30 to 8:30 p.m.) South East Edmonton Seniors Association (Cafeteria) 9350 - 82 Street</p>	<p>May 13 (1:00 to 4:00 p.m.) The Meadows Community Recreation Centre (Lobby) 2704 - 17 Street</p>	<p>May 18 (6:00 to 8:00 p.m.) Lois Hole Library (Program Room) 17650 - 69 Avenue</p>
<p>May 24 (5:30 to 8:30 p.m.) Central Lions Recreation Centre (Atrium) 11113 - 113 Street</p>	<p>May 25 (5:30 to 8:30 p.m.) Southgate Centre (Centre Court) 5015 - 111 Street</p>	<p>May 27 (1:00 to 4:00 p.m.) Commonwealth Community Recreation Centre (Lobby) 11000 Stadium Road</p>
<p>June 3 (1:00 to 4:00 p.m.) Terwillegar Community Recreation Centre (Multi-Purpose Room 4) 2051 Leger Road</p>	<p>June 10 (9:00 a.m. to 3:00 p.m.) City Market Downtown on 104th (Farmers' Market) Jasper Avenue and 104 Street (plaza)</p>	

Find out more by going to:

edmonton.ca/publicengagement and the [Council Initiative on Public Engagement webpage](#)

Abundant Community Edmonton (ACE) Update

Supported by Community Leagues and The City of Edmonton, Abundant Community Edmonton (ACE) promotes getting to know your neighbours and upholds the neighbourhood as a place that matters.

There are now 27 neighbourhoods participating in ACE - each neighbourhood's initiative grows organically in a way that makes sense to their unique local culture. If you, your neighbours and Community League are interested in more information, please reach out to your CRC, call 311 or check out edmonton.ca/abundantcommunity.

Check out CITYLab's [Great Ideas. Great City. Speaker Series](#) *Let's Talk Health* on April 26 at City Hall. This segment will include conversation about addressing social isolation and mental health, including an increase in local connections and relationships as one remedy. Stay tuned for more information at edmonton.ca.

The next monthly ACE Practitioners Gathering (previously known as the Neighbourhood Connector Gathering) will move from the home of Howard Lawrence to a City or Community League facility to accommodate growing numbers.

Join us on Saturday May 13:

- 9:30 - 10:30 a.m. for neighbourhoods that have been involved for 1+ years, mingle time 10:30-11:00 a.m. and
- 11:00 a.m. - 12:30 p.m. for start-up neighbourhoods.

Location: TBA. All welcome!

Jane's Walk (May 5 - 7)

Free Citizen led walking tours -Share and learn about places TRULY unique to Edmonton with people that live here & love it!

To kick off the Jane's Walk weekend in Edmonton, Walk Edmonton and the local Jane's Walk Leaders will be hosting walks over the lunch hour starting at **City Hall at noon on Friday May 5, 2017.**

More information at: [Jane's Walk](#)

[Twitter: @janeswalkyeg](#)

[#janeswalkyeg](#)

What is Jane's Walk?

Jane's Walk is an annual event that brings people together to discover what makes a neighbourhood by participating in free walks led by locals. Jane's Walk is held on the first weekend of May in cities across the globe. The walks get people to tell stories about their communities, explore their cities, and connect with neighbours.

Through the simple act of walking together and discussing what makes a neighbourhood, Jane's Walk helps knit people together into strong, vibrant and resourceful communities.

Created in 2007 in Toronto by friends of the urban thinker Jane Jacobs, the annual series of free, volunteer-led urban walks has grown from 27 to over 500 walks, from Calgary to Canberra and Sao Paulo to Saskatoon. 2017 is the eleventh year.

Jane Jacobs (1916-2006) was an urbanist whose writings championed a fresh, community-based approach to city building. Jacobs saw cities as ecosystems that had their own logic and dynamism which would change over time according to how they were used.

THE WAY WE GREEN: *Preserve and Sustain Edmonton's Environment*

The Spring Poop-Scoop Spectacular!

Spring has arrived at our off-leash areas, and in order to ensure that these spaces are clean and safe for all park users, we are holding a Spring Poop Scoop Spectacular! We will have clean-up events at six off-leash areas across the City:

- Saturday, April 22 (Earth Day) **Lauderdale (Grand Trunk)** and **Hermitage Park** from 1:00-2:00 pm
- Saturday, April 29 **Terwillegar Park** and **Jackie Parker Recreation Area** from 1:00-2:00 pm
- Saturday, May 6 **Buena Vista Park** and **Dawson Park** from 1:00-2:00 pm

For more information on Off-Leash locations and events visit: edmonton.ca/offleash

To contact the volunteer coordinator directly email: dogoffleashcoordinator@edmonton.ca

Just So You Know

The City of Edmonton is launching [Just So You Know](#) (JSYKye), an educational initiative that includes a video series, colouring sheets, trivia quizzes and 'ask the expert' sessions on Twitter.

The first of four videos provides a crash course on the most common types of [urban wildlife](#) and emphasizes the importance of keeping these animals wild. Citizens can watch for new JSYKye videos in the coming weeks to discover fun facts about insects and arachnids, the urban forest, and Edmonton's Mosquito Control Program. The videos focus on how various species contribute to a healthy and diverse ecosystem, and raise awareness around the roles and responsibilities of the City's Wildlife and Pest Management teams.

2017 Big Bin Events

The City of Edmonton is hosting [Big Bin](#) events for household items that can't be set out for regular waste collection. Twelve weekend events will be held in various locations throughout the City.

City residents will be able to drop off items such as old couches, chairs, mattresses, and appliances free of charge. Computers and other electronics will also be accepted for recycling.

Note: Do not bring household hazardous waste like paint, varnish, household cleaners or batteries. Please take those items to an [ECO Station](#).

All events will run from 9:00 a.m. to 5:00 p.m.

<u>Date</u>	<u>Location</u>	<u>Address</u>
May 6 & 7	Northlands Coliseum	Wayne Gretzky Drive (Southbound) & 119 Avenue
May 13 & 14	The Meadows Recreation Centre	2704 – 17 Street
May 27 & 28	Blue Quill	11304 – 25 Avenue
June 3 & 4	Castle Downs	11520 – 153 Avenue
June 10 & 11	Woodcroft	13915 – 115 Avenue
June 17 & 18	Commonwealth Stadium	112 Avenue & 90 Street
June 24 & 25	Callingwood	17740 – 69 Avenue
August 19 & 20	Jasper Place	9200 – 163 Street
August 26 & 27	Clareview Recreation Centre	3804 – 139 Avenue
September 9 & 10	Terwillegar Recreation Centre	2051 Leger Road
September 16 & 17	SW District Yard	6609 Gateway Blvd
September 23 & 24	Commonwealth Stadium	112 Avenue & 90 Street

THE WAY WE MOVE: *Enhance Use of Public Transit & Active Modes of Transportation*

Community Traffic Safety Award Call for Nominations Deadline

Nominate your traffic safety hero for the Community Traffic Safety Award. This award recognizes community members who have contributed to traffic safety initiatives in their community, through their community league or as part of a larger city traffic safety initiative. From advocating for bike paths to working for safer school zones, there are traffic safety heroes among us who deserve recognition.

Nominate your traffic safety hero if they:

- Demonstrate personal commitment to traffic safety
- Support traffic safety initiatives to improve community quality of life
- Have a history of involvement and leadership in traffic safety (minimum 3 years), and
- Do this in a non-paid or volunteer capacity.

[Community Traffic Safety Award](#) nomination deadline in **April 30, 2017**. Find the nomination form on edmonton.ca by searching “traffic safety award.” The award winner will be recognized in City Hall.

The long-term goal of [Vision Zero Edmonton](#) is to eliminate traffic fatalities and serious injuries.

Newton Corner Store Pilot

In 2018 the City will invest in public realm enhancements in Newton as part of its Corner Store Pilot Project. Improvements are planned for 54 Street between 121 Avenue and 122 Avenue. The project team shared the concept plan in a letter to adjacent businesses and residents, and requested feedback by Friday, April 25 to inform the final design. The proposed project area is within City road right-of-way and will include upgrades to decorative lighting, sidewalk widening, and additional landscaping. More information is available at edmonton.ca/NewtonCornerStore

Ritchie Corner Store

The concept plans for the Ritchie Corner Store public realm enhancements have been shared with the community, businesses, property owners, and area residents for input. These enhancements are planned for the corner at the intersection of 76 Avenue and 96 Street beginning later in 2017 or early 2018. Work will include paving stones, bike racks, benches, and landscaping. For more information, go to edmonton.ca/ritchiecornerstore

Building Great Neighbourhoods April Update

In April, the City of Edmonton will be holding an Open House to display and explain the proposed sub-drain installation and roadway reconstruction of areas in Canossa and Elsinore during the 2017 construction season.

<u>NEIGHBOURHOOD</u>	<u>DATE</u>	<u>LOCATION</u>
Canossa and Elsinore	Thurs. April 20	St. Charles Elementary School

The drop-in Open House will run from 6:00-8:00 p.m.

City staff will be on hand at the meeting to provide information and answer questions about construction and project timelines.

This session is an opportunity for residents and property owners to learn:

- Which roadways will be renewed
- The roadway renewal process – what to expect and when to expect it
- How you will be kept informed throughout construction

Northeast Road Reconstruction is the replacement of roads with special drainage enhancement (and, where required, selective concrete repair) caused by soft subgrade conditions that exist in the northeast neighbourhoods of Mayliewan, Ozerna, Matt Berry, Hollick Kenyon, Canossa and Elsinore.

To learn more about the Building Great Neighbourhoods initiative and North East Road Reconstruction, please visit us at edmonton.ca/NEroadreconstruction

Upcoming Meetings, Events and Activities

Meetings - Council Reports

April 11	City Council - Repurposing the Coliseum into a Multi-Plex Arena
April 18	Executive Committee - Mayor's motion on how the City and its partners manage the submission and selection of city-building ideas
April 21	Community and Public Services Committee - Inclusion and Anti-Racism - A Framework to facilitate and coordinate efforts; Annual update on the Central McDougall/Queen Mary Park revitalization strategy
May 1	Community and Public Services Committee - Community Investment Grant bylaw and project update

Events and Activities

April 9	Vimy Vigil at Churchill Square
April 22	YEG Music Presents: Underground for Mental Health
April 29	EFCL Great Neighbour Race
April 30	First Responders Half Marathon
May 1	Walk for Water
May 5	Jane's Walk Launch at City Hall Plaza
May 6	Heart and Stroke Big Bike
May 7	River Valley Clean Up 30th Anniversary - 2017 Kickoff Event at Victoria Park
May 7	High Street Mile (marathon)

8.0 STAFF REPORTS

MEETING DATE : April 10, 2017
AGENDA ITEM # : 8.2 – Executive Director’s Report
PRESENTED BY: Debra Jakubec, Executive Director

Item 8.2

Protocol for Crestwood

The Executive Director and Jamie Post, representing District E (Jasper Place) attended protocol at City Hall at the beginning of April.

Fluent Homes

The Executive Director presented a sponsorship opportunity to Fluent Homes. Fluent Homes is looking for a stronger relationship than being a corporate sponsor and has made a counter offer for discussion.

100th Anniversary Update

We have been working with USL and the City of Edmonton regarding the tender package. There have been a few issues with administration and their legal department regarding how the tender can go forward. We have met several times and found solutions to these issues. The re-worked tender package should go to the City of Edmonton for final review by April 13, 2017.

Neighbour to Neighbour Campaign

April 7 was our deadline for Neighbour to Neighbour Campaign applications. Twenty eight applications were submitted. Since this is a pilot project our selection will not be random. Rather, we will be selecting a variety of different leagues based on varied criteria: size of area, estimated number of current members, area of the city, etc.

At the time of this writing, we had chosen 2 of 10 pilot areas for Neighbour to Neighbour Campaign so the Operations and Membership Senior Director could begin mapping.

Edmonton Mennonite Centre for Newcomers

Erick Abatman and the Executive Director met to discuss our programming and how we can work together. We have uncovered some areas where we can work closely: recruitment for our Leadership Training Program (for women and girls), volunteer recruitment to assist at league events, co-applying for grants using the EMCN charitable status.

EMCN is also opening an office with other service providers next to the Giant Tiger on Victoria Trail on the Northside and is planning on reaching out to the 4 leagues in the area: Hairsine, Bannerman, Fraser and South Clareview.

Pixel Blue

Pixel Blue created all of our GNR collateral. They have also taken on two projects for us this semester. The animation class will be developing a short animation for the 100th Anniversary Project. The design class has agreed to do a logo and branding for the Green Leagues program.

Green Leagues Kick-Off

We will be holding a Kick-Off for Green Leagues on May 3 at Evansdale. Councillor Michael Walters (who started the Green League Challenge in 2009) will be the keynote speaker. David Dodge (member of the Committee and Chair, Energy Efficiency Alberta) has been asked to introduce him. Charlotte Grandy will also speak about the program.

Great Neighbour Race Update

Runner registrations	45
Volunteer registrations	5
Communications:	2 TV interviews booked and notices going out on social media, community calendars, e-news, webpages, and more.
Sponsorship:	\$ 4,500 Cash \$ 30,000 plus In-kind services and prizes
VIPs confirmed:	Andrew Knack and Minister Amarjeet Sohi (expect Linda Duncan as well)

We have lots of tents, lots of activities and are fully confident we will get the runners (typically they sign up two weeks in advance when they see the weather report)

Still need:

First Aid volunteers, general volunteers, cash sponsorship, and more food donations (bakery items, muffins and granola bars). And good weather!!

Fundraising pledges: So far we have three fundraisers signed up and \$40 in donations.

In addition, we have the EFCL staff signing up and gathering pledges. Please keep our race a topic on your social media, Facebook, linked in and daily life!

Live Active Strategy and Summit

The EFCL has been part of the Advisory Committee for the Edmonton Sports Council and City of Edmonton's Live Active Strategy (2016-2026). The annual Summit was held in Edmonton this year and the ESC added a day on the weekend to include community leagues and other groups who are interested in physical literacy. Twenty-four leagues attended the Summit.

This strategy will raise awareness and help encourage Edmontonians to become more physically active, whether that be in sports activities, recreational activities, or active living pursuits. This strategy provides a road map for supporting the active recreational and sporting needs of all Edmontonians.

Live Active Strategy

Six Core Principles

1. Inclusion
2. Accessibility
3. Physical activity has a social benefit
4. Supporting Excellence
5. Collaboration and Innovation
6. Continued Connections



Edmonton

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Live Active Strategy

Shared Responsibility



Edmonton

© City of Edmonton

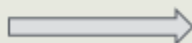
Live Active Strategy

Critical Path

Strategy Development

- Steering Committee
- Research
- Consultation
- Approval

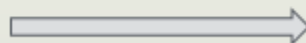
2013 - 2016



Pre-Implementation

- Advisory Group
- Implementation Plan development
- Endorsement
- Champion Group Creation
- Resourcing

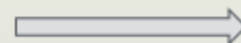
2017



Implementation

- Champion Group oversight
- Individual Action Plans
- Monitoring, evaluation and reporting
- Renewal

2018 - 2026



9.0 CORRESPONDENCE

MEETING DATE : April 13, 2017
AGENDA ITEM # : 9.1 – EALT Letter
PRESENTED BY: Debra Jakubec, Executive Director

Item 9.1



March 13, 2017

Re: Letter of Support for the Edmonton and Area Land Trust

To Whom It May Concern:

Please accept this letter of support for the Edmonton and Area Land Trust (EALT). The EFCL is the representative and coordinating body for Edmonton's 157 community leagues. As an umbrella organization, EFCL offers programs and services to its member community leagues, and advises leagues on a wide variety of topics, from governance to local programming to land development.

Just as the EFCL represents a unison of voices, we respect the fact that the EALT was created by a partnership of entities, including the City of Edmonton, the Edmonton Community Foundation, and various local groups, and that they have continued with a partnership-based approach to their work. Also similar to the EFCL, EALT's programs are mainly run by volunteers. And EALT has recently placed a Conservation Easement in the McGrath neighbourhood, to steward a unique natural area in the City.

Further, we can speak to the fact that the EALT has been extremely active in Edmonton's communities over the last couple of years, particularly with their *Protecting Pollinators* project, which focused on building Bee Hotels. They either conducted Bee Hotel workshops for adults and kids at many locations including community leagues, or provided at no charge, large Bee Hotels to be placed in iconic public places with educational links to their [website resources](#) as well as [materials for kids](#). This project provided a valuable service in showing residents that they all could take action to reduce pollinator decline in their own yards.

Investing in EALT's long-term financial and organizational sustainability would be very worthwhile, besides being the intent of the CIP grant. The benefits of EALT are highly diverse and vital to the community, and they take a partnership approach to most of their work, whether with universities, youth groups and schools, other NGOs, businesses, or community leagues.

EALT intends to hire a Fund Development Coordinator, to hold board development workshops focused on fund raising, and to develop their Earth Ambassador Program which fosters connections with the local business community.

This grant would also support the EALT in recruiting and retaining more volunteers to help with stewarding and outreach, community and local volunteers being critical to their success. Plus they hope to connect local residents to nature while creating further support for the organization, and encouraging real life visits and benefits.

I would like to encourage you to assist and fund the EALT's application as their work is very important to building strong, resilient communities. Thank you for the opportunity to speak up for this important organization and its role in conserving the environment in and around the City of Edmonton.

Sincerely,

Debra Jakubec

Edmonton Federation of Community Leagues — est 1921
Representing Edmonton's 157 community leagues
7103-105 Street
Edmonton, Alberta
T6E 4G8

www.efcl.org
780-437-2913
Join us on facebook & twitter

MEETING DATE : April 13, 2017
AGENDA ITEM # : 9.2 – Newton Letter
PREPARED BY: Debra Jakubec, Executive Director

Item 9.2



March 30, 2017

President
Newton Community League
Box 20193, Beverly PO
Edmonton, AB T5W 5E6

RE: Rink Roof Project Funds

We are pleased to advise that the Board of Directors of the Edmonton Federation of Community Leagues has agreed to grant Newton Community League \$78,000 for a rink roof project, upon approval by the City of Edmonton's parkland change process.

Congratulations, and we look forward to seeing your project proceed.

Yours truly,

A handwritten signature in black ink, appearing to read "D. Jakubec".

Debra Jakubec
Executive Director

[:/admin/correspondence/170330NewtonRinkRoof](#)

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10.0 WORK IN PROGRESS

MEETING DATE : April 13, 2017
AGENDA ITEM # : 10.1 – EFCL Work in Progress
PREPARED BY: Debra Jakubec, Executive Director

Item 10.1

MEETING DATE	REF.	ITEM	STATUS
2016/10/13	9.1	Executive Director’s Report—Malmo-Lansdowne District Change Request With L. Smith retiring from the Board, D. Jakubec advised she would ask J. Booth to follow-up on the status of the Malmo-Lansdowne District change request.	
2017/01/12	5.1	Motions For Finance Recommendations That G. Martinson, who has signing authority, make an appointment with Servus Credit Union in order to: a) open a short-term GIC; and b) open a separate account in the amount of \$503,838.80 to track our federal funding and interest.	
2017/01/12	5.6	Social Enterprise Fund Loan Application That the EFCL Board approve proceeding with the application eligibility process for bridge loan financing through the Social Enterprise Fund.	In process
2017/01/12	9.0	NPDP D. Jakubec to review the NPDP minutes section and send an email to Board members asking what else they would like to discuss, in addition to the City’s new NPDP Capital Project building process guide.	See 10.1
2017/01/12	9.0	Sub-dividing Community Leagues The EFCL to work with the City to set up some processes regarding how to subdivide an existing community league. (There are processes in place for boundary changes, but not for the creation of new leagues from within old ones.)	See 8.1
2017/02/09	5.1	Finance Committee Draft Terms of Reference D.Jakubec will email a “doodle poll” to determine the first Committee meeting date/time.	See 8.1 In Process
2017/02/09	5.3	Newton Rink Roof D. Jakubec to contact A. Bolstad to inquire if a payment was made to Aspen Gardens Community League regarding their rink roof project.	See 10.1 Completed

MEETING DATE	REF.	ITEM	STATUS
2017/03/09	5.1	<p>Finance Committee Draft Terms of Reference R. Hoyle to forward a draft TOR that she recently helped to develop for another committee. D. Jakubec will email a "doodle poll" to determine the first Committee meeting date/time.</p>	
2017/03/09	5.2	<p>2017 Budget D. Jakubec to forward Board Members the email from Mowbrey Gil LLP explaining the negative amortization amount.</p>	Completed
2017/03/09	9.2	<p>Work In Progress Details D. Jakubec to compile and forward a list of specific league questions and concerns to C. Shannon to take to the NPDP Manager C. Shannon will report back on what departments from the City need to be involved in the creation of a "league sub-division" process that meets City requirements.</p>	