



EDMONTON FEDERATION OF COMMUNITY LEAGUES

BOARD OF DIRECTORS

REGULAR MEETING PACKAGE

DATE: Thursday, December 13, 2018

**STAFF/BOARD DINNER: 5:00 PM
MEETING 6:30 PM TO 9:00 PM**

LOCATION: Tiramisu Bistro, 10750—124 Street

EFCL Board Planning Calendar

December, 2018, January & February, 2019

December

2018

- 01 Social Media Training Workshop
- 13 EFCL Christmas Dinner/Board Meeting
- 17 Hall Safety Workshop
- 24 to 02 Office Closed

January

2019

- 02 EFCL Office Reopens
- 10 EFCL Board Meeting
- 12 Hassle Free Rink Flooding Demo
- 30 EFCL Planning & Development Committee Meeting
- TBD Community Engagement Workshop

February

2019

- 14 EFCL Board Meeting
- 27 EFCL Planning & Development Committee Meeting
- 28 Winter General Meeting
- TBD Grants Workshop

Edmonton Federation of Community Leagues
Staff/Board Christmas Dinner//Board of Directors Regular Meeting
Tiramisu Bistro, 10750—124 Street

Item 2.0

Thursday, December 13, 2018, Dinner 5:00 PM / Meeting 6:30 PM to 9:00 PM

AGENDA

1.0 Call To Order

2.0 Welcome And Introductions

3.0 Agenda Review (pg. 3)

- 3.1 Decisions, Information, Exemptions And Discussion, Masood Makarechian
- 3.2 Motion To Approve Agenda

4.0 Approval of November 08, 2018 Board Meeting Minutes (pgs. 4-12)

5.0 Decision Items (6:45 PM)

- 5.1 HR Committee Tasks / Terms Of Reference—5 minutes (pgs. 18-20)
- 5.2 Live Active Future Directions Program Survey Review—Motion On Next Steps—15 minutes
- 5.3 Resignation of VP Internal—5 minutes
- 5.4 Election of VP Internal For Partial Term To June of 2019—5 minutes
- 5.5 Removing Gender From League Membership Cards—10 minutes
- 5.6 Treasurer's Report—Budget 2019 Process—Motion To Rescind Credit Card Payment—15 minutes

6.0 News From The City Of Edmonton (pgs. 13-17)

- 6.1 News From The City Of Edmonton

7.0 Exemptions - 15 minutes

Break 8:00 PM to 8:45 PM

8.0 Reports

- 8.1 Executive Director's Report (pgs. 22-23)
 - Growth Strategy Presentation to City Council
 - Planning Committee Update
 - Westview Village Summary And Guideline Development For League Engagement
 - Area Council Meeting January Of 2019—Date TBA
- 8.2 100th Anniversary Committee Update
- 8.3 Ice Rink Survey Review
 - Discussion Questions For Consideration—To Be Voted On In January
- 8.4 Workshops Report 2018

9.0 Correspondence

10.0 Work In Progress (pgs. 27-30)

11.0 District Updates—Tabled To January

12.0 Looking Back And Looking Ahead

What Is One Thing You Learned From Your Time On The Board This Past Year, And What Do You Hope To Bring Into 2019?

13.0 Next Meeting/Announcements

- 13.1 EFCL Board of Directors' Meeting— January 10, 2019

14.0 Adjournment (9:00 PM)

4.0 Approval of Minutes

MEETING DATE : December 13, 2018
AGENDA ITEM # : 4.1 – November 08, 2018 Draft Board Meeting Minutes
PREPARED BY: Dana Mauer, Board Secretary

Item 4.1

EFCL BOARD OF DIRECTORS REGULAR MEETING

DRAFT Minutes

Thursday, November 8, 2018 @ 6:00 p.m.

EFCL Offices, 7103 - 105 Street, Edmonton

Attendance:		
Masood Makarechian, Dist. K Liz John-West, Dist. G Leanne Rosinski, Dist. B	Fraser Porter, Dist. E Leanne Kohn, Dist. I Gavin Martinson, Dist. J Ryan Barber, Dist. H	Rocky Feroe, Dist. F Michelle Gosselin, Dist. L Trevor Elliott, Dist. D Jesse Watson, Dist. A
Regrets:		
Alison Poste, Dist. C		
EFCL Staff:		
Laura Cunningham-Shpeley		
Guests:		
Chantile Shannon, CoE		
Minutes: Dana Mauer		

1.0 Call To Order

EFCL President F. Porter called the meeting to order at 6:02pm. A Board quorum was present.

1.1 Welcome and Introductions

2.0 Agenda Review

18-11-08-01 MOVED: "That the EFCL Board approve the November 8, 2018 Board meeting agenda with the following additions:

Add Item - 5.3 EFCL Third Quarter Financial Statements

Add Item - 5.4 EFCL 100TH Anniversary Project (in camera)

By: G. Martinson / L. Rosinski

CARRIED

3.0 Approval of Board Meeting Minutes

3.1 October 11, 2018 Board Meeting Minutes

18-11-08-02 MOVED: That the October 11, 2018 EFCL Board meeting draft minutes be approved as presented.

By: L. Rosinski / M. Gosselin

CARRIED

4.0 News from the City of Edmonton

4.1 News from the City of Edmonton

In addition to the detailed written report provided in the agenda package, C. Shannon advised that Citizen Services was contacted by EPSB regarding providing some specialized pre-Kindergarten classes out of City of Edmonton Recreation Centres. Rec Centres do not have appropriate space available to accommodate the program, however, community league hall space could work very well. EPSB is seeking to pilot two pre-Kindergarten classes starting in September 2019, specifically accommodating indigenous, newcomer/ESL, and developmentally delayed children. They would ideally be located in the North East and Mill Woods (possibly near Bisset and John Barnett Elementary Schools). The programs use a portable school room set up that can be stored away in a cupboard space. In exchange for the use of the space, they are willing to provide in-kind custodial services, family-oriented educational programming, and purchase community league memberships for the families of children in the programs. C. Shannon suggested it may a great opportunity to pilot the community Hub approach and encourage the participation of underrepresented populations in community leagues. An exchange for gym space with EPSB was suggested. C. Shannon advised that the Tripartite agreement would not preclude community leagues running this type of program.

Action Item: C. Shannon forwarded the email communication from the EPSB contact to Laura who forwarded it to all Board Members.

M. Makarechian thanked C. Shannon for arranging a recent meeting between key Citizen Services Managers and EFCL Board Members. Consensus was that the meeting was positive and productive, and should be held regularly. Creating an orientation package/video about the EFCL and community leagues for new City staff members unfamiliar with the Edmonton community league system was suggested.

18-11-08-03 MOVED: That the City of Edmonton written and verbal reports be accepted for information as discussed.

By: Consensus

CARRIED

5.0 Decision Items

5.1 Planning Committee, Principles and Terms of Reference, Motion

Laura recapped that most of the District vacancies on the EFCL Planning Committee were filled at the recent Regular General Meeting. Councillor Knack presided for the EFCL Board and Planning Committee elections. As a review of the Planning Committee’s Terms of Reference and Guiding Principles was suggested at the last Board meeting, these documents were included in the agenda package for Board members to review. J. Watson highlighted that allowing for two elected Representatives per District on the Committee was a fundamental change to the Committee’s structure in the recent past. It was also noted that there is only one vote per District on the Committee, and that the Terms of Reference should state what constitutes a Committee quorum for voting purposes. Planning Committee minutes are internal, and not published on the EFCL website. Laura invited any interested Board members to attend a future Planning Committee meeting.

Action Item: That a review of the Planning Committee’s Terms of Reference and Guiding Principles be brought forward again at a future Board meeting.

18-11-08-04 MOVED: That Item 5.1 be accepted for information as discussed.

By: Consensus CARRIED

5.2 EFCL Credit Card Policy

M. Makarechian spoke to the revised proposed EFCL credit card policy as presented in the agenda package. He advised that it was separated into two parts for clarity 1) how cards are to be used, and 2) how the bill is to be paid. He briefly reviewed the rationale and discussion ensued.

18-11-08-05 MOVED: That the Board adopt the following policies outlining guidelines for the approval process for electronic payment of monthly credit card bills through online banking.

Policy for electronic payment of monthly credit card bills through online banking.

That EFCL staff authorized to access online banking will be permitted to make direct online payment of the monthly credit card bill only after the reconciled

statement is forwarded via email to the signing authorities (the 4 officers of the Society) for their review, and email approval is received from at least two of them. Printed copies of these email authorizations are to be later signed by the senders and maintained as part of the EFCL's financial records.

By: T. Elliott / M. Makarechian

CARRIED

Action Item: M. Makarechian and M. Gosselin to finalize the wording of the recommended policy regarding staff use of EFCL credit cards to bring forward at the December Board meeting.

5.3 EFCL Third Quarter Financial Statements

M. Makarechian commented that there was nothing remarkable or unexpected to flag for the Board with regard to the third quarter financial statements and that the budget variances were on track. Laura commented that there were a lot of expense that happened in October. She flagged the EFCL's lower facility costs.

Action Item: Laura to follow up on the EFCL's facility expense.

L. Rosinski inquired about Londonderry community league.

Action Item: Laura to remind Jenn to follow up on the above.

M. Makarechian advised that work on the 2019 EFCL budget would commence before the holiday break in order to be presented to the Board at the January Board meeting, and then to Membership at the Winter General Meeting in February.

18-11-08-06 MOVED: That the EFCL Board accept the EFCL financial statements as presented and discussed.

By: M. Makarechian / T. Elliott

CARRIED

5.4 EFCL 100TH Anniversary Project

Private matter- communication sent directly to 100th Anniversary Committee

6.0 Discussion Items

6.1 Public Hearing, November 15, 2018 - Board Speaker Decision

Laura advised that she booked two five-minute spots for qualified individuals present to City Council on the importance of the EFCL's Growth Strategy. The names of the speakers need to be provided in advance. Discussion ensued and consensus was that external 'advocates' should speak at the Public Hearing (vs. staff or Board members). Board members provided several suggestions for speakers. Speakers will need to attend for a certain 3-4 hour block of time on the day. Speaking notes can be provided. The City may also add a second day.

Action Item: Board members to submit any nominations for the two five-minute speaking spots at the November 15th Public Hearing to Laura as soon as possible.

Laura advised that a new comprehensive "reference document" library was contained in the lower left-hand cupboards under the west wall counter of the EFCL's large board room.

7.0 Executive Directors Report

7.1 Executive Director's Report

Laura highlighted that Howard Lawrence accepted a position with City of Edmonton Abundant Communities. EFCL staff are participating in a new workplace wellness initiative. The EFCL/community leagues are invited to participate in The Flying Canoe Volant Festival this year. Additionally, the Winter City Committee may have some money available for ice rinks. She advised that the detailed results of the recent ice rink survey are now available, and she would forward them to the Board. The Kings College Sociology Dept. is very keen about partnering with the EFCL and community leagues.

L. Rosinski reported that the contract she was asked to forward to the EFCL for information had been sent back to the City by Area Council 17 for review.

18-11-08-08 MOVED: That the Executive Director's report be accepted for information.

By: Consensus

CARRIED

8.0 Correspondence

8.1 Food Hub Initiative

L. Rosinski asked for clarification on leagues renting out their kitchens to produce local food products, and whether this would be a breach of the Tripartite agreement. Laura confirmed that only 18 leagues were willing/able to rent their kitchens for this purpose. An incubation hub is a good place for this to happen so that leagues are NOT in contravention of the Tripartite agreement, as most do not have industrial kitchens. The purpose of the letter was to provide general support for the concept.

8.2 Corporate Climate Leaders Program Confirmation

Laura advised that this program is regarding the EFCL's building specifically. EFCL staffer Ronak Patel is the contact and taking the lead on this initiative.

9.0 Work in Progress

Work in progress update tabled to the next meeting.

10.0 Next Meeting/Announcements

10.1 EFCL Board meeting - EFCL Board of Directors' Meeting/Staff Christmas Dinner At Tiramisu, December 13, 2018

11.0 Adjournment - The November 2018 EFCL Board meeting adjourned at approximately 7:00pm. Moved by M. Gosselin, seconded by L. Kohn.

5.0 DECISION ITEMS

MEETING DATE : December 13, 2018
AGENDA ITEM # : 5.1 – HR Committee Tasks / Terms Of Reference
PREPARED BY: Laura Cunningham-Shpeley, Executive Director

Item 5.1

Background:

Over the past year there have been many changes in the organization. Should we receive our growth funding from the City, we will need to support bringing on new staff to the organization. Also, in order to ensure that staff are receiving the support they require, a yearly evaluation should be considered in order to identify any concerns at an early stage.

There have been several changes to workplace legislation in the past year, including new Work Alone Protocols, and Occupational Health and Safety legislation that should be included into the HR policy.

A draft Terms of Reference was created last spring and is attached here.

Motion:

For the Human Resources Committee to convene to support HR policy at EFCL

EFCL HR Committee

Terms of Reference

Mandate

The purpose of the Human Resources Committee (the "Committee") is to review, report and make recommendations to the Board on matters of human resources as outlined in the scope. The HR Committee is responsible for reviewing the performance and compensation of the Executive Director annually. Members of the EFCL Staff with complaints should report to the Executive Director and should refer to EFCL Policy manual to resolve workplace issues. In times when an Executive Director is the subject of the complaint the Board HR Committee can respond to and act upon produced complaints. The HR Committee will strive to be proactive and responsive to emergent HR issues at the EFCL.

Scope

The Committee will operate independently of the Board, and its actions are subject to recommendations and input from the Executive Director, President, Board members, or, external advisers and other individuals as required. The Committee will have access to communicate with EFCL staff as directed by the board or the Committee. The Committee will also have the right to seek additional information from the Executive Director on matters pertaining to human resources.

The HR Committee implements HR Consultant report findings or professional review findings when tasked. Additionally they can respond to contract review requested by staff members or the Executive Director. The Committee can review requests for consideration of policy changes requested by the Executive Director.

The Committee may facilitate complaint resolution within the EFCL.

The Committee will review remuneration of the Executive Director every 12 months, or as appropriate, and review contractual arrangements set forth. The Committee will monitor the effectiveness of the Executive Director's overall remuneration framework in achieving its objectives.

The Committee will review the EFCL recruitment and retention strategies, compensation, benefits, vacation, and entitlements, for all EFCL staff. In making its recommendations to the

Board, the Committee will provide the Board with a statement of rationale and strategy behind the remuneration policies and framework it recommends.

If a complaint has been reported in the workplace and is under investigation, or the conclusions of the investigation have been completed and are in the process of being implemented, the Committee must report progress at monthly Board meetings until the situation is resolved, in camera if necessary. Confidentiality will be observed in accordance with provisions within the Societies act, Provincial or Federal, privacy legislation.

The Committee's Terms of Reference will be reviewed annually and the Chair, following such review, will make recommendations to the Board in relation to the Committee's membership, responsibilities and functions or otherwise (and any amendments deemed desirable to the Terms of Reference). No changes to this Terms of Reference may be made without the approval of the Board. After its review each year, this Terms of Reference will be distributed by the Chair to all Committee and Board members, the President, Executive Director, and all staff.

Authority

The Committee may make written recommendations or suggestions to the board by report ad hoc or at regular board meetings. The Committee conducts or directs investigation or inquiry into any human resource related matters. The Committee may engage independent external advice to assist it in any investigation or to carry out its duties. Where the external advice is in relation to staff remuneration the engagement must be undertaken in accordance with financial controls of EFCL policy and procedure.

Membership

The Committee shall consist of three or more Directors appointed by the Board of Directors. A majority of the members of the Committee shall constitute a quorum. If the Chair is absent from a meeting, the members of the Committee may appoint another Committee member to act as Chair for that particular meeting. All members are expected to participate in all Committee meetings.

Meeting arrangements

The Committee will meet when tasked, or once per year in March. The Committee may call additional meetings as the Chair of the Committee decides are necessary to fulfil its duties, taking into account requests from any Board or Committee member, the President, the Executive Director. The regulation of meetings and proceedings of the Committee is governed by the EFCL Bylaws and Policy manuals. Meeting of the Committee must be called within 10 days when requested by a majority of members.

Agenda

The Chair will review the agenda for each meeting prior to its issue. Any Board or Committee member may add business to the agenda, provided the Chair has been given prior notice of that business. The agenda and supporting documentation for each Committee meeting will be issued to Committee members within a reasonable time prior to that meeting. Agenda items may be brought forward by any Committee or board member at the outset of any meeting and may be approved as an immediate agenda item by the majority of Committee members in attendance.

Minutes of meetings of the Committee will be produced before the next meeting of the Committee and be signed by the Chair. If a Committee member or an attendee has a material personal interest in a matter that is being considered at a Committee meeting, that person must not be present for consideration of, or take any part in decision-making on that matter. Any board member may be present at Committee meetings and may participate in the formulation of recommendations to the Board, and Committee members can vote.

Reporting

The Chair will report to the President and Board following each Committee meeting, on all matters that should be brought to the attention of the Board and any recommendations requiring Board approval and/or action. The Chair will be available to answer questions after reporting Committee activities.

Resources and budget

At inception, the Committee is authorized to spend up to \$10,000 for activities identified in the mandate. For additional funds the Committee must approach the Board for review and decision.

MEETING DATE : December 13, 2018

Item 5.2

AGENDA ITEM # : 5.2 – Live Active Future Directions Program Survey Review

PREPARED BY: Laura Cunningham-Shpeley, Executive Director

Information:

The online survey was done from November to December 5th with 46 Community Leagues responding. Please see the attached survey summary.

The intent was to determine what type of active recreation programming is currently occurring in Leagues, by whom and thoughts about the future of active recreation programming formats.

It appears that Leagues are currently using a variety of methods to offer active recreational programming, including volunteers, paid contractors, for profit and non-profit agencies. In order to be in alignment with our tripartite agreement, Leagues should not be allowing for-profit companies to directly provide services to their members.

However it is apparent that Leagues find it difficult to have volunteers run programs, and finding contractors who are willing to sign on to a set hourly contract can be challenging.

EFCL staff have met with YMCA to discuss the Sportball relationship further. They are still willing to host this program so that Leagues can provide this program to their community without a high resource investment.

Conversations continued with YMCA around doing a pilot program for the summer where they would hire two staff to host week-long camps at Community League facilities during the summer that would rotate among selected Leagues. This would be done in collaboration between the YMCA, the participating Leagues and the EFCL. We are consulting with the City to ensure we are not competing for space with the City's camp program.

Participating Leagues would have 4 camp-style options to choose from, and could tailor it to meet the needs of their demographic. Payment for camps would be done through the YMCA. They would provide qualified, certified leaders each week along with all the necessary equipment and supplies. The Leagues would be required to have the hall free during the day, and that there would be safe storage for supplies in the evening. The EFCL would work as a liaison between the YMCA and the Community League when necessary.

Recommendation:

That the EFCL enter into an agreement with the YMCA to do a Summer Camp Pilot Program with interested Community Leagues to host a week long camp for community children during July and August 2019.

Live Active Future Directions

The EFCL conducted a survey with community leagues to determine future directions in advancing ways for Edmontonians to live active in their local communities.

Does your community league currently offer active recreation or sport programming for children or adults?



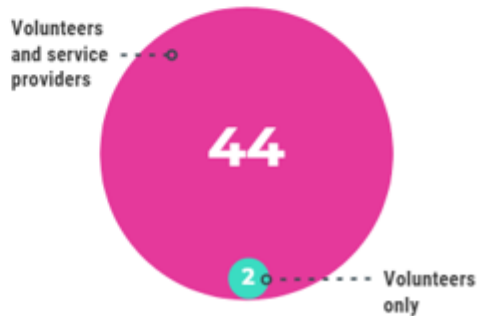
How does your community league currently offer this programming? Select all that apply.



What type of organizations has your community league contracted to deliver active recreation or sport programming?



How do you believe community leagues should offer active recreation and sport programming for children and adults?



Results are based on responses from 46 community leagues

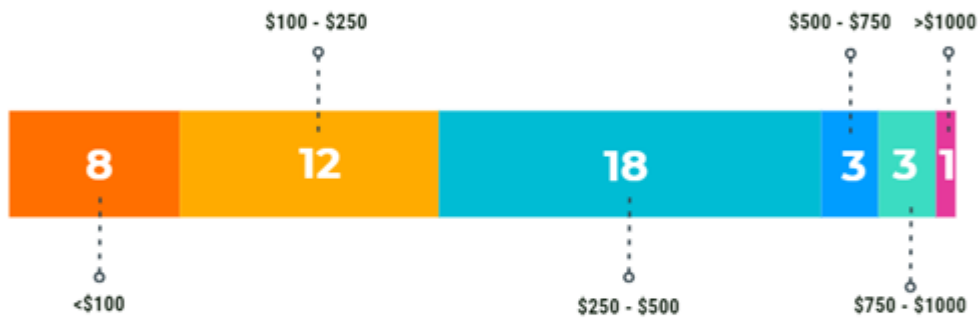
Do you know of volunteers who would be able to commit 3 hours per week for a one-hour program?



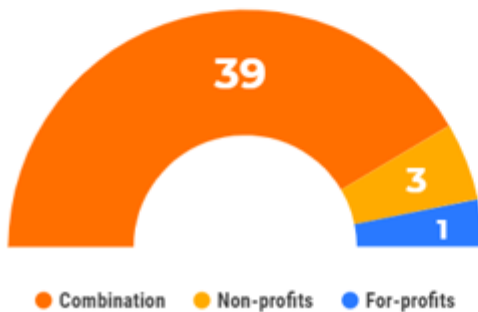
Does your community league have funding to purchase equipment?



How much money would your community league be willing to spend on equipment for one program with 10-20 participants?



What type of organizations should deliver active recreation and sport programming for community leagues?



“ While it sounds fine on paper, it is often difficult to get volunteers to commit to long term programming. ”

“ I would prefer volunteer or non-profits where there are enough qualified personnel available. ”

“ In poor communities, where income is severely limited, organizations offering programs or sports requiring equipment is a challenge for residents and will often not participate or volunteer. A suggestion for low income communities are programs which do not require an outlay of personal finances. ”

MEETING DATE : December 13, 2018

Item 5.3

AGENDA ITEM # : 5.3 – Resignation of VP Internal

PREPARED BY: Laura Cunningham-Shpeley, Executive Director

Background:

Alison Poste joined the Board of Directors as District C Representative in October of 2017 and was the VP Internal. She is unable to complete her term and sent in a resignation letter on November 11, 2018. We wish Alison well!

Recommendation:

Resolved that the EFCL Board of Directors formally accept Alison Poste's resignation.

MEETING DATE : December 13, 2018

Item 5.4

AGENDA ITEM # : 5.4 – Election of VP Internal For Partial Term To June of 2019

PREPARED BY: Laura Cunningham-Shpeley, Executive Director

Background:

9.1.1 Vice President, Internal

The Vice President Internal is responsible for the EFCL's relationships with Members and may assist with interrelationship among the members.

The Vice President Internal will, inter alia:

- 9.1.1.1 Act in the absence of the President;
- 9.1.1.2 Act as a signing authority for the EFCL;
- 9.1.1.3 Will act, in the case of a vacancy, as the liaison between the Board and the District Members until the District Representative is elected or appointed by the Board.

Recommendation:

For a replacement VP Internal to be voted in and be in the role until the board meeting following the Annual General meeting (June of 2019) when all positions are up for re-election.

- 9.1 Subject to Articles 10.5 and 11.2, each Director appointed to these committees shall serve for a term of one year, commencing at either the time of the formation of the Committee or at the meeting following the Annual General Meeting, until the next Annual General Meeting, and may serve a maximum of three terms in any one position.

Due to the changes in our By-Laws, the positions of President, Vice President External and Treasurer should remain in their positions until the Board meeting following the next Annual General Meeting.

MEETING DATE : December 13, 2018

Item 5.5

AGENDA ITEM # : 5.5 – Removing Gender From League Membership Cards

PREPARED BY: Laura Cunningham-Shpeley, Exec. Director
Joanne Booth, Operations & Membership, Sr. Director

Information leagues ask us to collect on their membership cards changes every year. Minor changes have been put in place, as league needs and government legislation has evolved.

One area on the membership cards that has raised concern is denoting the children's gender.

Background:

Historically this has been a requirement from leagues for a variety of reasons. Tracking membership demographics for use in determining programming, for grant information/applications, for verification of youth age/gender as it relates to youth sport and other programming, and for any other reason that the league has determined this is required.

For sports, including formal sports organization, community leagues are required to ensure that anyone allocated to a particular sports team, meets those requirements. From time to time, questions arise about youth eligibility to play in a particular age category or team. Often, where there is a question, information is easily verified by the community league. That information may also be required to be verified by the sports group, or by the parents. Leagues would often view the birth certificate during the sport registration process and when selling memberships at the registrations, ensure that the birth year, and gender are correct. This allows leagues to verify that the youth information submitted during sports registration is accurate. And also allows leagues to ensure that if there is a question of youth eligibility to play on a particular team/age category, that the youth is eligible.

Of course, this is not the only verification, but one step out of a few.

We recently discovered that our online store membership card sales has not been collecting information on youth gender for the past 5 years. Only year of birth. There has been no feedback over the 5 years from any sports organization or Community League about this. Verification of gender for youth sport would then occur at the league level.

The question about whether we should request gender information on the league membership cards has come up. Is this something the leagues want to discontinue?

Recommendation:

That gender identification be removed from the 2019/2020 Membership Cards. If leagues or sports organizations require this information then they will need to ask for it separately.

6.0 NEWS FROM THE CITY OF EDMONTON

MEETING DATE : December 13, 2018
AGENDA ITEM # : 6.1 – News From The City of Edmonton
PRESENTED BY: Stewart York, Citizen Services

Item 6.1

News from the City of Edmonton
EFCL Board Meeting, December 13, 2018



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

Abundant Community Edmonton (ACE)

Neighbouring matters!



ACE is a community-lead and City-supported approach that can strengthen connections among community members, their Community League and EFCL. Neighbours getting to know each other and being open to sharing their gifts can lead to increased participation in community life. The new ACE team is now fully staffed and is partnering with Neighbourhood Resource Coordinators and Revitalization Coordinators to support Community Leagues, Neighbourhood Connectors and Block Connectors.

We encourage Community League members and Neighbourhood/Block Connectors and all who are interested to attend an upcoming ACE Community of Practice (COP) gathering to share learnings and success. There were 18 COPs in 2018, and participants expressed that they were encouraged by the stories, ideas, and tips from others, and that learning from each other is inspiring! The feedback and ideas have been gathered into a Frequently Asked Questions document which will continue to grow in 2019 with more stories and celebration of successful neighbouring initiatives.

We hope to see you at a COP gathering in 2019. The January dates are as follows:

- Saturday, January 12, 9:30 am - 12:00 pm at Commonwealth Community Recreation Centre (11000 Stadium Road)
- Wednesday, January 23, 5:00 - 6:30 pm at the Valley Zoo, Otter Room (13315 Buena Vista Road)

If you have any questions about starting an ACE initiative in your community, please contact your Neighbourhood Resource Coordinator or Revitalization Coordinator. You can also contact the City at abundantcommunity@edmonton.ca.

Shouts of "car!" may soon echo in a street near you

Neighbourhood Services has brought together Child Friendly Edmonton, Parks and Roads Services, Risk Management, and Civic Events and Festivals to launch Play Streets in Edmonton.

Play Streets are events that allow neighbours to play together in residential streets closed off to vehicle traffic. The events may be organized, or simply exist as a time frame during which children and adults can engage in whatever play they wish.

The section launched the program through presentations at the Live Active Summit, the EFCL's general meeting and Neighbourhood Services Section meeting. The Play Streets manual will be available on the City of Edmonton website and in print copies (as requested) by the end of the year.

New revitalization initiatives

The Neighbourhood Revitalization project team hosted Meet and Greet events in Inglewood (November 20) and Balwin/Belvedere (November 21) to launch two new revitalization initiatives that were approved by Council earlier this year.

Neighbourhood Revitalization combines investments in physical infrastructure with investments in community-driven initiatives that build social infrastructure. Our team invites all neighbourhood residents to work with us to achieve shared goals and enhance local opportunities for neighbourly connections, social and recreational opportunities, neighbourhood beautification and more. We believe residents are the experts on their community and we look forward to supporting them to make the most of their neighbourhood.

The events allowed us to meet residents, learn from them, and discuss next steps. We shared information about the Neighbourhood Revitalization program, opportunities to collaborate and participate on the community strategy development working group. We want to include as many diverse voices as possible from the community.

Changes follow Public Places bylaw amendments

Following the amendments to the Public Places bylaw, Community Standards has implemented the following:

- The removal of ashtrays in Business Improvement Areas (BIAs) that encroach the 10-meter restriction
- Field observations on Whyte Avenue to determine smoking behaviour between 8 a.m. and 5 p.m.
- Temporary window decals indicating smoking zones for Whyte Avenue businesses between 99 and 109 Streets
- A-frame maps indicating smoking zones on Whyte Avenue between 104 and 109 Streets, and on Jasper Avenue between 108 and 109 Streets
- BIA check-ins twice a month, with feedback directed to the appropriate business area
- No Smoking or Vaping signs in various City parks
- A smoking campaign strategy scheduled for spring 2019

These changes have resulted in minimal 311 complaints to Capital City Clean Up, Community Standards peace officers, municipal enforcement officers and transit peace officers.

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

Integrated Pest Management plans

In 2017, the Office of the City Auditor audited the City's pesticide use and found that we substantially follow the principles of the Integrated Pest Management Policy (C501). However, the auditors recommended three ways to improve Pest Management's overall effectiveness.

To refresh our policy and refine our practices, we've begun comprehensive public engagement, including online surveys, Engage Edmonton events, and public engagement open houses early next year. We're also scheduling stakeholder engagement events for technical experts, businesses and City employees.

Park Rangers part of Homeless Team

When a citizen calls about a homeless camp, our park rangers are the first on the scene. The Rangers are part of the integrated team approach in the City of Edmonton's strategy to end homelessness. Once a camp is determined as active, the Park Rangers job is to connect with the individuals there and help them to connect to other supports that our vulnerable populations need.

The data that our park rangers collect has been integral in creating policies to help the homeless. It's tracked through the Homeless on Public Land committee, where our park rangers join other City and social agencies. Over 8400 people have been housed through the program since 2009, including over 900 this year.

Upcoming Meetings, Events and Activities

January 12	ACE Community of Practice, 9:30 am - 12:00 pm at Commonwealth Community Recreation Centre, (11000 Stadium Road)
January 14	Executive Committee: Neighbourhood Resource Coordinator Update
January 16	Community and Public Service Committee: Abundant Community Edmonton - Progress Update
January 23	ACE Community of Practice, 5:00 - 6:30 pm at the Valley Zoo, Otter Room (13315 Buena Vista Road)

[Link to Council and Committee Schedules, Agendas & Minutes](#)

[Link to schedule of upcoming Council reports](#)

Stay linked in to neighbourhood news, events and programs. [Subscribe to The Park Bench for our monthly e-newsletter!](#)

8.0 REPORTS

MEETING DATE : December 13, 2018
AGENDA ITEM # : 8.1 – Executive Director’s Report
PREPARED BY: Laura Cunningham-Shpeley, Executive Director

Item 8.1

Meetings and Training

- Met with Councillors McKeen, Henderson, Nickel, Esslinger, Hamilton and Walters.
- Attended Calder Community Development Visioning on November 13th
- Met with Kent Bittorf with the YMCA- Kent
- Met with Area Council 1- Dwayne Robertson at Area Council Wine and Cheese at Foster Park Brokers on November 20th
- Attended Live Active Implementation Team meeting on November 21st
- Attended TRAC meeting with Ryan Barber on November 21st
- Met with Heather Murk of Grant Thornton LLP for an interview as part of a “project to bring community minded people together to share ideas on how to make Edmonton a more vibrant community and hopefully inspire action. We will gather information from our interviews and then capture these insights into themes at our Live Lab on January 28, 2019, where we will bring a group together to further brainstorm and share.”
- Met with REACH Executive Director Jan Fox and Crys Vanier regarding the CITYzen connect ask
- EFCL Media Training with Shawna Randolph on November 27th
- Phone call with Martin Green- Bird Scooters- <https://www.bird.co/> He was referred to us by Bin Lau, Mayor Iveson’s Strategic Advisor
 - “Bird encourages clean, car-free alternatives
 - Bird is passionate about vibrant communities that have less traffic, cleaner air, and safer streets.
 - We’re working with cities and universities across the world to provide new transportation options, complement public transit systems, and invest in safety infrastructure that benefits everyone.”
- Met with Tim Henderson, of PEGASIS Seniors Collaborative
- Met with David Prodan of E4C, on December 4th, regarding issues with Twin Parks Mobile Home Park
- Attended the Seniors Coordinating Council Conversation Café on December 6th
- Attended Heritage Festival Holiday Party at Fantasyland Hotel on December 6th
- Attended Future of Waste discussion with other non-profits, hosted by the COE on December 7th
- Viewed Evansdale Community League sports facility with David Dodge to understand what new leagues could build for \$500 K, very easily obtainable through grants, on December 10th

Growth Strategy Presentation to City Council

The presentation to City Council on EFCL’s Growth Strategy occurred on Thursday, November 29th at 4 PM. Due to the high number of people who had signed up for the public hearing, the process took longer than expected and Council had committed to hearing from everyone.

A big thank you to Fraser, Masood and Ryan for their support in preparing for this. Fraser, Masood and Colin joined me on the panel to present to Council. Following my short presentation on the rationale for additional funding, there were about an hour's worth of questions in the following areas:

- 1) Why does the EFCL feel that it needs to hire more staff when as an organization it came from a place of volunteers running most of the organization and providing support to the leagues? Are we over professionalizing a volunteer model? (Henderson)
- 2) Communities in Ward L feel frustrated by City bureaucracy around park development. How can the EFCL help to alleviate this and prevent volunteer burnout? (Banga)
- 3) How does the EFCL support the formation of new community leagues? (Banga)
- 4) What is the EFCL's plan to develop skilled community leaders? (Walter)
- 5) How can the EFCL work to support renewal and revitalization initiatives? (Knack)
- 6) Thankful to the EFCL for supporting Londonderry community league renewal. How can the EFCL justify fee increases when participation in our organization is mandatory under granting agreements? (Caterina)
- 7) Area Councils are interested in being a part of the next round of Tripartite negotiations and would like to be more engaged (Caterina)
- 8) Clarification on the fees we collect? Do we control the league fees to their members?- (Esslinger)
- 9) How can the EFCL be more relevant to the needs of their communities? (Paquette)
- 10) Really appreciate the work that the EFCL has done (Colin) to support leagues in my ward. Could this additional funding help the EFCL to be more like the Library-EPL? (McKeen)

Planning Committee Update

The Planning Committee met last week, and had many new members who attended, including one who was out of town but insisted on being called in to the meeting. There was a tremendous amount of new energy and excitement about the importance of engagement with league leadership on issues that come before the Planning Committee.

There was discussion around the City's announcement of the annexation going through, and the implications for the Planning Committee on how to engage with these new communities that are now part of the City.

District H and District I are currently vacant.

Westview Village Summary and Guideline Development

Saturday, EFCL staff went out and did a membership drive at Westview Village Community League Mobile Home Park. Staff were met with people who were interested in getting involved, and through the sales that day we have doubled the number of members of the league and found a couple of potential board members.

This membership drive was the result of several months of work done with the Board and the NRC to provide support with their AGM and to board members in general. After their AGM, there was only one board member, which put their Society at risk of folding. With only 30 memberships in a community of 3000, the League was in desperate need of help.

In January, EFCL staff will work to create a proposed policy for the EFCL as to when we will engage with leagues in a more intensive way, such as was done with Westview Village. This type of engagement is very well received by leagues, however is labour intensive on staff and volunteers.

Area Council Meeting

Following the Wine and Cheese that was held on November 20th for Area Councils, and council questions, it became clear that it would be good to foster this relationship and hold a meeting in the new year to hear the concerns they have heard from leagues and how we can work together. The MOU that was created between the EFCL and the Area Councils did not receive a lot of traction or signatures. This could be an agenda item for the meeting.

Please speak with Laura if you are interested in attending this meeting and have ideas of dates that won't work for Area Councils.

Sponsorship Practices Policy In Development

We have begun research and the attached document outlines considerations that we will need to take into account in our sponsorship policy. It appears that we will be highly limited in the ability to accept sponsorship from cannabis retailers or producers.

Considerations

Cannabis and marijuana are included on the banned substance list published by the Canadian Centre for Ethics in Sport (CCES) and the prohibited substance list published by the World Anti-Doping Agency (WADA). Although the prohibited list will not change once the Cannabis Act will be legislated, Cannabidiol Oil will no longer be a prohibited substance under WADA's Prohibited List as of January 2018.

The CCES facilitates a working group that is considering the implications of cannabis legalization on sport, particularly doping. The working group is coordinating with sport stakeholders to harmonize messaging and align educational efforts around cannabis legalization, expected summer of 2018, with the ultimate goal of preventing inadvertent doping violations.

Bill C-45 is the Cannabis Act: An Act respecting cannabis and to amend the Controlled Drugs and Substances Act, the Criminal Code and other Acts. The objectives of the Act are to prevent young persons from accessing cannabis, to protect public health and public safety by establishing strict product safety and product quality requirements and to deter criminal activity by imposing serious criminal penalties for those operating outside the legal framework. The Act is also intended to reduce the burden on the criminal justice system in relation to cannabis.³

The following sections of Bill C-45 seem relevant to the question of sport sponsorship.

Promotion

17 (1) Unless authorized under this Act, it is prohibited to promote cannabis or a cannabis accessory or any service related to cannabis, including

- (a) by communicating information about its price or distribution;
- (b) by doing so in a manner that there are reasonable grounds to believe could be appealing to young persons;
- (c) by means of a testimonial or endorsement, however displayed or communicated;
- (d) by means of the depiction of a person, character or animal, whether real or fictional; or
- (e) by presenting it or any of its brand elements in a manner that associates it or the brand element with, or evokes a positive or negative emotion about or image of, a way of life such as one that includes glamour, recreation, excitement, vitality, risk or daring.

Sponsorship

21 It is prohibited to display, refer to or otherwise use any of the following, directly or indirectly in a promotion that is used in the sponsorship of a person, entity, event, activity or facility:

- (a) a brand element of cannabis, of a cannabis accessory or of a service related to cannabis; and
- (b) the name of a person that
 - (i) produces, sells or distributes cannabis,
 - (ii) sells or distributes a cannabis accessory, or
 - (iii) provides a service related to cannabis.

Name of facility

22 It is prohibited to display on a facility, as part of the name of the facility or otherwise, if the facility is used for a sports or cultural event or activity,

- (a) a brand element of cannabis, a cannabis accessory or a service related to cannabis; or
- (b) the name of a person that
 - (i) produces, sells or distributes cannabis,
 - (ii) sells or distributes a cannabis accessory, or
 - (iii) provides a service related to cannabis.

³ <https://openparliament.ca/bills/42-1/C-45/>

MEETING DATE : December 13, 2018

Item 8.2

AGENDA ITEM # : 8.2 – 100th Anniversary Committee Update

PREPARED BY: Nora Begoray, Director of Business Development

The volunteers have been working extremely hard this past month with many meetings with city councillors, government officials, and partner organizations to discuss funding options for this project.

Highlights are:

City of Edmonton - COE PM confirmed \$600,000 funding secure and city will be flexible to amend agreements and contracts to align with a re-scoped project. Project plan requested that delivers a detailed construction strategy achievable with the projected reduced funding expectations.

Council – Through the presentation done by Allan Bolstad and Mike Lanteigne, as well as conversations with the volunteers and with Laura, Executive Director. Council has been supportive and has suggested further flexibility with finding additional ways and funding to assist the project this winter. The formal presentation material, and follow up detailed documents have been sent in response to council questions during and after the presentation.

Provincial and Federal – Again very supportive conversations and indications are that our Infrastructure application for 750k (ICIP) has been forwarded to the decision panel and recommended as a priority by the Ministry of Infrastructure and the Ministry of Culture and Tourism.

Corporate Donations:

\$1500 received
\$20,000 from Servus Credit union confirmed.
Minor Hockey – still in discussion – presentations completed
Minor Soccer – still in discussion – presentations completed

Grants:

Edmonton Heritage Council – Grant approved for \$20,000 for historical signage design project will match Federal Legacy grant funding received this fall.

Other Project News

Lafarge - The committee is working with Lafarge, but has little expectation of significant contribution due to the changes of circumstances within their company.
Recommendation: To continue to pursue some support and donated cement material based upon the MOU agreement – without extending extensive time, effort or resources and without inclusion in the projected project revenue as low probability of realized benefit

Urban Systems – The committee and staff negotiated a final settlement with USL that includes: Cash settlement of \$43, 463 plus GST
Recognition of in-kind project contribution of \$100,000 donation (portion of unrecovered USL costs)
EFCL receipt of all digital project files, design auto-cad drawings and all project collateral.

MEETING DATE : December 13, 2018

Item 8.3

AGENDA ITEM # : 8.3 – Ice Rink Survey Review

PREPARED BY: Chantelle Zimmer, Community Active Recreation Consultant

Background

The EFCL recently conducted a survey to learn more about community league ice skating amenities and operations as it plays a central role in winter programming and aligns with both the Live Active and Winter City Strategy. Community leagues with a board rink, snowbank rink, or iceway were asked to participate. A full report of the results is available in the appendix.

Questions for the Board of Directors

1. Do the survey results align with your experience or what you know from your District?
2. The majority of community leagues indicated that the value of ice skating amenities is to “provide affordable winter recreation for the community” and “bring people together.” Are these values meaningful contributions to the community league movement?
3. Is this initiative a priority for the EFCL? What outcomes do we want to achieve? What does success look like?
4. What resources are required to support this initiative (e.g., staff, budget)? What resources do we currently have? What resources are still needed?
5. Given that the biggest challenge for community leagues is recruiting volunteers and hiring people, how should the EFCL support community leagues? How does the Board want to be involved?

**EDMONTON FEDERATION OF
COMMUNITY LEAGUES**



2018

**ICE SKATING AMENITY
SURVEY RESULTS**



PURPOSE

The Edmonton Federation of Community Leagues conducted a survey to learn more about community league ice skating amenities and operations as it plays a central role in winter programming and aligns with the Live Active and Winter City Strategy. Community leagues with a board rink, snowbank rink, or iceway were asked to participate. The information collected will be used to inform our efforts to partner with organizations that can support community league operations related to these ice skating amenities.

BY THE NUMBERS



OUTDOOR ICE AMENITIES OPERATED
BY COMMUNITY LEAGUES



OF 157 COMMUNITY LEAGUES
COMPLETED THE SURVEY

What type of ice skating amenities does your community league currently have?



BOARD RINKS



SNOWBANK RINKS



ICEWAYS

Over the last 3 years, how many times did your community league open at least one of these ice skating amenities?

- 49** Rinks or iceways were open all years
- 3** Rinks or iceways were open 2 years
- 5** Rinks or iceways were open 1 year

Please select the reason(s) that best correspond with why you did not open your ice skating amenities one or more years.

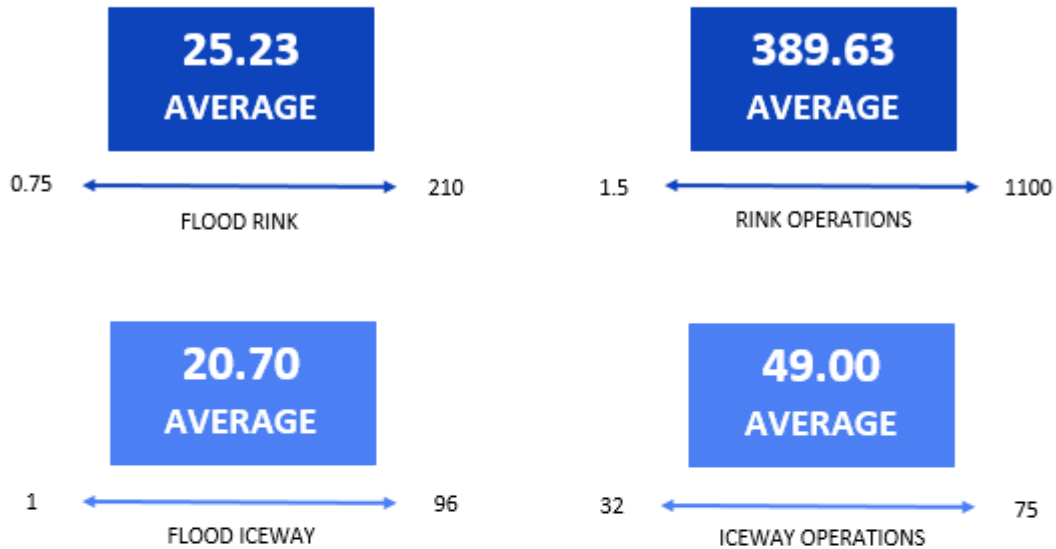
- 7** Too expensive to hire people to flood and maintain the ice
- 6** Lack of volunteers to flood and maintain the ice
- 3** Ice rink infrastructure needs upgrading
- 2** The season was too short
- 1** Equipment needed to flood and maintain the ice is getting old

Note: High utility costs, liability concerns, and low amenity usage were not selected as reasons for not opening

Does your community league plan to open at least one of your ice skating amenities this winter?

- 56** Community leagues intend to open their ice
- 1** Community league might open their ice

On average, how many hours are required to flood your rinks and iceways, as well as facilitate their use per season?



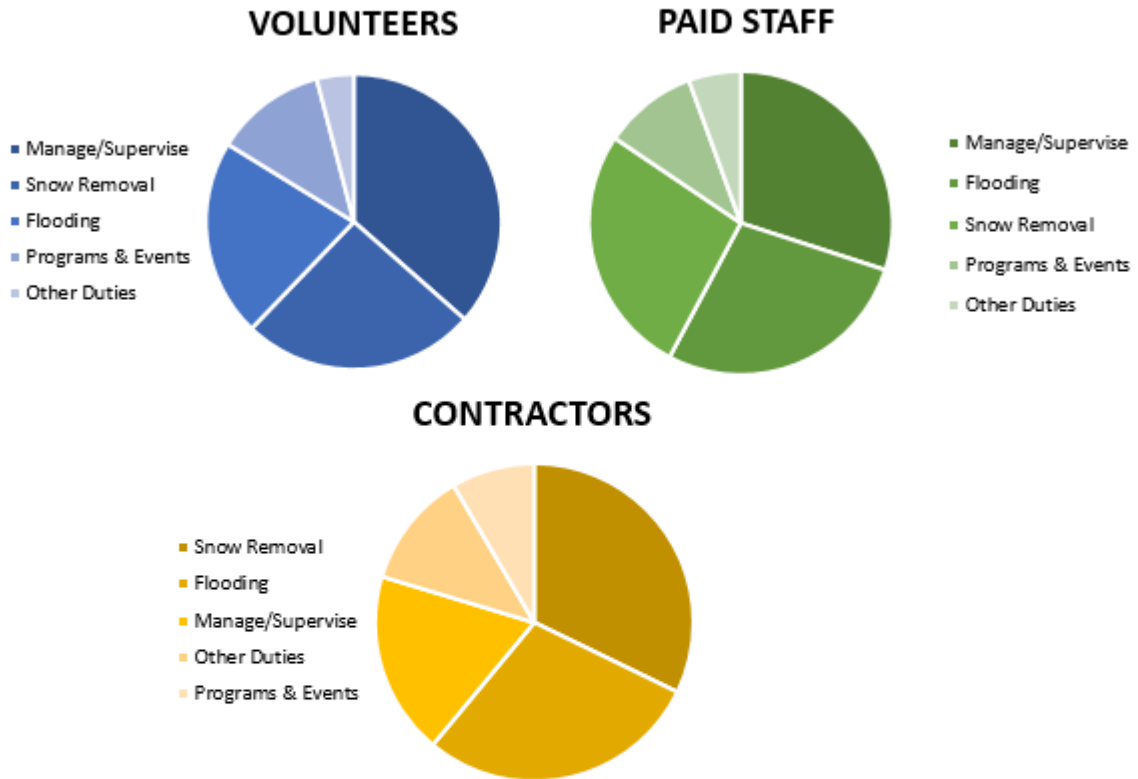
On average, how many people are responsible for facilitating operations and use of your ice skating amenities per season?



Note: 9 community leagues rely on volunteers, 9 rely on paid staff, and 6 rely on contractors only.

33 community leagues have a combination of volunteers, paid staff, and contractors to fulfill operations.

Please write a brief description of the responsibilities of the people listed below.



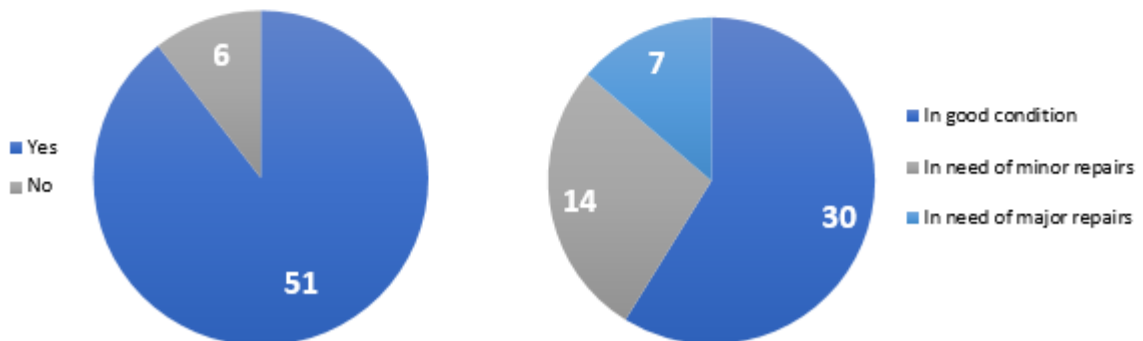
On average, how much does your community league pay for the following per season?



What equipment does your community league currently have to flood and maintain your ice skating amenities?

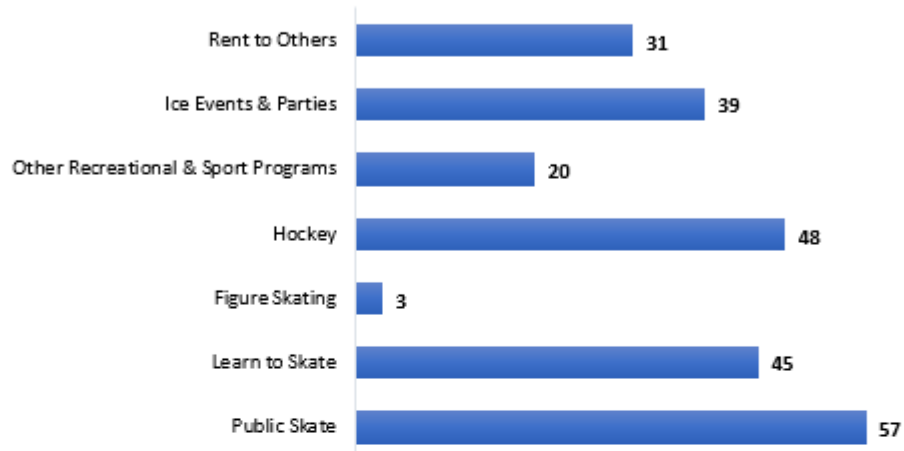
- 46** Water hose
- 42** Snow blower
- 30** Snow sweeper
- 26** Shovel
- 14** Snow brush/scrapper
- 12** Tractor
- 7** Regular or power broom
- 3** Zamboni

Does your community league have a rink shack? If yes, what is its current state?

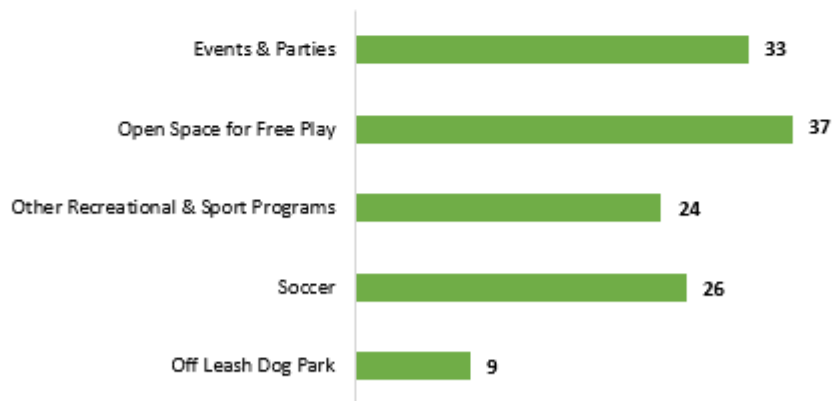


How are your ice skating amenities used during colder and warmer months? Please select all that apply.

COLDER MONTHS



WARMER MONTHS



Besides weather and money, what are the top challenges your community league faces in having efficient ice skating operations?

- 32** Difficult to find reliable and knowledgeable people
- 29** Difficult to maintain amenities and operations
- 19** Too much work for volunteers; not enough volunteers
- 12** Need new or repaired infrastructure and equipment

Note: When the challenges above were overcome by community leagues, they noted them as successes in having efficient ice skating operations.

What value does your ice skating amenities bring to your community league?

- 37** Provides affordable winter recreation for the community
- 31** Brings people together
- 12** Provides a positive, safe, and inclusive community space
- 6** Central facet of the community
- 4** Leads to increased knowledge of community leagues
- 3** Generates rental income
- 2** Contributes to individual and community well-being

“ It’s a fantastic place to meet new and old neighbors in the winter months. I would like to bring it back to a community focal point. ”

“ Our rink has always been a well used and popular spot in the winter. We have worked hard over the last three years to have what we feel is the best ice on an outdoor rink. To us and our community members, the rink is invaluable. ”

“ Outdoor rinks are the quintessential Canadian experience. Childhood memories of skating and pick-up hockey games last a lifetime. My rink team members have typically been kids who grew up skating on the rink and are looking for an opportunity to pay it forward; to give to the next generation the opportunity to make their own memories. Putting the rink for our team members is a selfless act and one that is done for the good of the community. I think this is the very definition of what communities are supposed to do. ”

Comments:

“ The provision of icemaking services by volunteers frankly seems a bit unrealistic in today’s climate. In our neighbourhood, households seem very stretched for time and don’t have much leftover to contribute to community causes - as much as they’d like to. Leagues often do not have the financial resources to pay for icemaking services - why not offer more support in that area? ”

“ Our rink has been scheduled for renovation over many years and the city continues to delay their commitment due to a variety of factors. It’s disappointing to feel the neglect from the city. ”

“ It would be great if there are known contractors that might be willing to flood and maintain snowbank rinks to take on several communities. Or if the EFCL could provide contact information that would include these resources. ”

“ As fewer communities are flooding or maintaining their ice surfaces (or don’t have any to begin with), we are finding our ice being used more and more by people outside our community as our rink is very visible from a main thoroughfare. It’s great that people want to use outdoor rinks but the burden for flooding and maintaining them then falls to the community leagues that still do this, and that number is dwindling. Skate tags are a great idea in theory, but unrealistic in practice. If someone has a skate tag from their community it’s not providing us with any funds to maintain the ice. Policing of skate tags is also unrealistic - the need to have someone checking for them every weeknight and all weekend would be unfeasible. ”

MEETING DATE : December 13, 2018

Item 8.4

AGENDA ITEM # : 8.4 – Workshops Report 2018

PREPARED BY: Colin Johnson, Governance & Programs, Sr. Director

Participation

In 2018 we offered 9 stand-alone, topic-specific workshops, 5 District Governance workshops, and the Leagues Alive conference. We collected surveys following each of these workshops and between them we had responses from 234 participants representing 103 Community Leagues.

Change in Knowledge

We ask participants to tell us their understanding of the workshop topic at the start of the workshop and ask them to tell us their understanding of the topic after the workshop. They rank themselves on a scale of 1 to 5, 1 being very little knowledge and 5 being very significant knowledge. This year, on average, people ranked themselves as a 2 coming into the workshop and 4 coming out of the workshop.

Requests for Additional Training

We ask all participants for their ideas for additional needed training. 37 topics were identified and some of these were provided during the year, the top (unmet) needs listed below will be targeted in the coming year (both in the monthly sessions and at Leagues Alive).

Session	# of re-quests
Volunteer Management	16
Social Media	11
Diversity & Inclusion	10
Policy	8
Community engagement	5
Coms Strategy	4
Tripartite	4
Event Planning	4
Meetings	4
Board Recruitment and Retention	3
Financial Oversight	3
Grants	3
Technology Solutions	3
Membership	3
Programming	3
Strategic Planning	3

We struggled with attendance for some sessions of the District Governance Workshop (restricting them by district), but this varied by district. We scheduled 6 workshops and held 5 (one was cancelled due to lack of participants). The other 5 workshops ran with between 3 and 22 attendees (3, 6, 8, 16 and 22). Most of the workshops went well, but the two with lower numbers were not as successful.

2019 Intentions

In 2019 we plan to hold 8-10 topic specific workshops, based on feedback we will mix the times between weekends and evenings where possible. We will draw the topics from the trends in our surveying and emergent issues that arise through the year.

Leagues Alive is a successful workshop with strong attendance that is anticipated throughout the year. Leagues begin asking about the date and the topics early in the year.

We plan to reduce the Governance Workshops to 3 offerings (one north of the Yellowhead, one south of the Whitemud, and one in between the Yellowhead and the Whitemud). We will not restrict them by district as they are more effective when the attendance is between 10-20 participants.

10.0 WORK IN PROGRESS

MEETING DATE : December 13, 2018
AGENDA ITEM # : 10.1 – EFCL Work in Progress
PREPARED BY: Laura Cunningham-Shpeley, Executive Director

Item 10.1

MEETING DATE	REF.	ITEM	STATUS
2017/01/12	9.0	<p>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.)</p>	In Process
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>	In Process
2017/09/14	11.0	<p>District Updates/Feedback C. Shannon to investigate the status of the proposed legislation preventing schools from sitting empty, forcing them to become derelict and leading to their closure. She will forward a study about how civic design impacts population health.</p>	In Process
2018/06/14	6.4	<p>Londonderry Community League Receivable That the EFCL enter into discussions with Londonderry Community League in an effort to re-coup \$7,835 in outstanding expenses.</p>	In Process
2018/06/14	6.5	<p>EFCL Office Space C. Shannon to provide a summary of the possible facilities available to the EFCL for alternate/interim office space. and That the EFCL inform the City of Edmonton that it would like to remain in its current office space until an opportunity becomes available in the new Rollie Miles Recreation Centre.</p>	In Process
2018/06/14	7.0	<p>News From the City of Edmonton C. Shannon suggested arranging a Community Hub presentation from City staff at the next board meeting.</p>	In Process
2018/06/14	10.1	<p>CLIP Program Update C. Shannon advised she would follow-up with James to obtain more specifics on the statistics columns in the Stantec document.</p>	In Process

MEETING DATE	REF.	ITEM	STATUS
2018/07/05	7.0	<p>News From the City of Edmonton</p> <p>S. Svendsen advised she would look into the editing, and clarification/quality control and report back.</p> <p>And</p> <p>S. Svendsen to take F. Porter's suggestion back that the EFCL could have a role in this.</p>	
2018/07/05	8.3	<p>Communications Committee Terms of Reference</p> <p>Staff (J. Booth and/or L. Cunningham-Shpeley) to revise the EFCL Communications Committee Terms of Reference in consultation with C. Johnson regarding committee governance, and refer to the motion previously passed by the Board as to whether or not the committee is intended as a staff or Board committee. The revised draft TOR can be emailed to Board members and voted on by email.</p>	
2018/09/13	5.2	<p>Financial Update</p> <p>Finance Committee to investigate (check with Jenn) and report back on M. Gosselin's question regarding the accrued receivables for 2016.</p>	
2018/09/13	6.0	<p>District Updates/Feedback, District A Letter To Councilor Esslinger</p> <p>J. Watson to forward the letter to F. Porter to be shared with the EFCL Board.</p> <p>Add J. Watson to October AGM meeting - brief presentation/discussion about mature league revitalization.</p>	
2018/09/13	6.0	<p>District Updates/Feedback, District E</p> <p>District E meeting to be scheduled in the next 30 days.</p>	
2018/09/13	7.2	<p>EFCL Business Directory</p> <p>Review and revise the proposed Premium plan according to Membership needs and privacy concerns about emailed promotions being perceived as "spam". For presentation at the October Board meeting.</p>	
2018/09/13	7.2	<p>EFCL Business Directory</p> <p>That the EFCL Board approve moving forward with the recommended Basic option as presented.</p>	
2018/09/13	7.3	<p>Risk Management Advisory Committee</p> <p>C. Shannon will look into a City contact or resource for Laura to refer league inquiries to.</p>	

MEETING DATE	REF.	ITEM	STATUS
2018/09/13	7.5	<p>Staff Credit Card Spending Policy M. Gosselin to forward a standard credit card acknowledgement form. EFCL staff to locate in the minutes, the motion and policy that were previously passed by the EFCL Board regarding staff credit card use.</p>	In Process
2018/10/11	4.1	<p>100th Anniversary Project F. Porter asked that the minutes from the last EFCL 100th Anniversary Steering Committee meeting and a written update on the status of the 100th Anniversary Project be provided for the November Board meeting package. F. Porter asked that a written report be submitted for the Board outlining a summary motion as well as all financial concerns that the Committee is seeking resolution from the Board on.</p>	In Process
2018/10/11	5.0	<p>District Updates/Feedback Laura will be contacting Board members by email regarding arranging District meetings. L. Rosinski to forward a copy of the 20 page agreement to Laura (Yellowhead Trail Freeway Conversion)</p>	
2018/10/11	6.2	<p>Staff Credit Card Spending Policy Tabled to November meeting. Clarification is needed around the \$2000 limit. Board comments to be forwarded to Laura.</p>	In Process
2018/10/11	7.0	<p>News From the City of Edmonton EFCL to share and publish NRC and NCS postings with community leagues. C. Shannon will look into it and report back. (Reduced Bus Route Changes)</p>	
2018/10/11	10.1	<p>Website Survey Forward examples and suggestions regarding website functionality to Laura.</p>	In Process
2018/11/08	5.1	<p>Planning Committee, Principles and Terms of Reference That a review of the Planning Committee's Terms of Reference and Guiding Principles be brought forward again at a future Board meeting.</p>	