



## **EFCL Board Meeting Minutes**

January 14, 2021, Virtual Meeting via RingCentral, 6pm MST

### **Attendance**

#### **EFCL Board Members**

Ryan Barber, District H (President/Chair)  
Rocky Feroe, District F - regrets  
Giselle General, District D  
Anita Lunden, District J  
Martin Narsing, District C  
Morgan Wolf, District G - regrets  
Jon Morgan, District K

#### **Guests/EFCL Staff**

Chantile Shannon - Director, City of Edmonton Neighborhood Services  
Laura Cunningham-Shpeley, EFCL Executive Director  
Chris Hyde, EFCL Board Development Advisor  
Dana Mauer, Minutes

### **1.0 Welcome and Introductions**

EFCL President, R. Barber chaired the Board meeting. The January 14, 2021 EFCL Board meeting (via RingCentral) was called to order at 6:02pm. A quorum of Board members was present. R. Barber welcomed Board members and wished everyone Happy New Year. He thanked Board members for their continued dedication, for attending Board meetings, and meeting the many unique challenges that COVID continues to present for community leagues and the EFCL. He reiterated that the foundation of the community league movement and the EFCL is welcoming everyone to participate in their community league, and respecting all voices in community conversations, be it online or in person.

### **2.0 Review of Agenda / Work in Progress**

#### **2.1 Agenda Approval**

**Motion 2021-01-14-01: Approval of the agenda for the January 14, 2021 EFCL Board Meeting with the following additions:**

**Add Item 6.7 - Review of EFCL Civic Election Policy  
Move the Decision Item re: Rink Roof Fund Reallocation to 5.3**

**By: G. General / M. Narsing**

**CARRIED**

**2.2 Work in Progress Update**

Laura updated the Work in Progress Items list as follows:

- Strathearn Community League Board approved in principle transferring their league's charitable Strathcona Building Society to the EFCL. The EFCL is in the process of exploring this opportunity in order to support leagues with their capital building projects.
- The EFCL is applying for the Province of Alberta's Civil Society Grant with a focus on supporting leagues with their relaunches i.e. via the purchase of digital video conferencing equipment.
- The AGLC is moving forward rapidly with engagement discussions about modernizing the current casino gaming model. Working Groups are starting up in early Feb. to discuss updating the Alberta charitable gaming model. She invited interested Board members to contact her for discussion offline.

**Action Item: Laura to forward the AGLC Working Group Terms of Reference to Board members.**

**Action Item: Work in Progress list to be updated and completed Action Items removed (Laura/Chris).**

**3.0 Review of Minutes**

**Motion 2021-01-14-02: Approval of the minutes from the December 10, 2020 EFCL Board meeting as presented.**

**By: Consensus**

**CARRIE**

**4.0 News from the City of Edmonton**

R. Barber asked C. Shannon if it was possible to receive a monthly update on what NRCs are working on with community leagues around the city, especially in Districts that are currently without an EFCL Director. He suggested monthly updates regarding major City infrastructure and other projects affecting District community leagues if possible as well. C. Shannon agreed.

**Action Item: When possible, C. Shannon to provide details monthly regarding NRC activities in Districts, as well as City projects potentially affecting community leagues/Districts going forward in the monthly News from the City report.**

**Action Item: Laura and C. Shannon to discuss identifying “gaps” for information the City may not be receiving from/about the EFCL i.e. EFCL Planning Committee committee activities.**

- C. Shannon commented on the concern of many leagues regarding being fined by City Bylaw for too many people on outdoor rinks. She emphasized that the goal is education and compliance, not sanctions. Fines are rare.
- Some NRCs are receiving questions from leagues about the requirement to sell league memberships in order to use rinks. C. Shannon advised that the City was taking inventory around this question.
- More parkland has been licensed for xc ski tracks than in previous years.
- The City’s post-budget work is significant with some layoffs taking place, however hiring will be coming up related to the City’s ReImagine Plan. C. Shannon advised the only NRC positions lost due to budget cuts were through retirements, not layoffs.
- She met with Parks regarding grass cutting on CL parkland. They are assessing the cost of mowing and examining opportunities for efficiencies going forward.
- The Snow Removal policy for the City has changed. Instead of just arterial roads, they will clear an entire area, thus all vehicles will need to be off the streets and alternate parking for some residents in neighbourhoods will be needed. The City is approaching strip malls and churches etc. and has inquired about using community league parking lots. As there are a number of considerations with this, further discussion will be needed.
- Regarding the EFCL’s Rink Roof Grant Reallocation request to the City, Laura inquired what the Board’s options would be regarding the request process. C. Shannon advised the EFCL could request a delay/extension if necessary.
- C. Shannon welcomed suggestions regarding other types of information/updates Board members would like to receive from the City. R. Barber also welcomed C. Shannon’s suggestions regarding Board meeting agenda items.

## **5.0 Decision Items**

### **5.1 Tripartite Amendment–Electronic Motion for Ratification**

**Motion 2021-01-14-03:** That the EFCL Board ratify for the minutes the motion passed by the EFCL Board on Tuesday December 15th via email as follows:

**Email Motion 2020-12-15-01:** “That the EFCL approve the Tripartite Amending Agreement between the City, EFCL and its membership.”

**By: A. Lunden (District J) / M. Narsing (District C) CARRIED**  
**(Motion approved by a majority 6 votes, all in favour, quorum met)**

**By: M. Narsing / A. Lunden CARRIED**

## **5.2 Draft 2021 EFCL Budget Update**

An updated budget was emailed to Board members. Laura outlined the changes that were made since the December Board approval of the EFCL's 2021 Budget. She explained the subsequent adjustments in detail. These included the addition of Oiler's grant funding, reduction of Green Leagues funding, increase to the Salaries line budget, and reduction of the Committee and District Meetings budgets. She confirmed the 2021 EFCL projected Budget deficit was reduced to \$139,000, but that anticipated deferred revenue throughout the year will likely reduce the deficit significantly or altogether, as it did in 2020.

Laura advised that the Oiler's Foundation grants to leagues should be distributed by the end of February, and that the bulk of those funds come from the Oilers 50/50 raffles. As the Foundation grants must be transferred through a charity, recipient leagues will receive their grants via the Alberta Avenue CL which has charitable status. Several inquiries were received from community leagues by the EFCL regarding how the Oiler's Foundation grants were awarded to leagues. Laura advised that the decision criteria based on financial need rests with the Oilers Foundation. After brief questions and discussion, the Board approved the revised 2021 Budget.

**Action Item: Board members to flag to Laura any other sports organizations with charitable foundations that may have grant money available for community/children's sports/activities.**

**Motion 2021-01-14-04: That the EFCL Board accept the Revised 2021 EFCL Budget as presented and discussed.**

**By: M. Narsing / J. Morgan**

**CARRIED**

## **5.3 EFCL Re-Allocation of Rink Roof Funds: Notice of Motions for 2021 EFCL Winter General Meeting**

Laura reviewed the Notices of Motion regarding the reallocation of \$78,000 of City grant funding that went before the Membership at the Fall General Meeting. She recapped that there were a lot of questions from the Membership regarding the purpose and details of the Community League Infrastructure Asset Database (questions captured in the minutes from the Fall General Meeting). She advised it's important to better convey the importance of having an updated record of the condition of community league structures and assets, as the Community League Infrastructure Assessments were done by Stantec in 2010. She suggested the motion needed to be reframed to be more about the importance of updating and capturing this information, especially with regard to obtaining CLIP funding and maintaining funds in the City's CLIP budget for community league capital projects. The data collected will be critical for 2022 in order to substantiate the

need for ongoing CLIP funding prior to the City next year's 4 year budget cycle. R. Barber emphasized that the City also has a vested interest in having an inventory of community league capital assets as well. He noted that it was important to separate the two motions to avoid confusion.

The first proposed motion has been more specifically reworded as follows:

***Notice of Motion to allocate \$55,000 of the Rink Roof project funding from 2012 (from the City of Edmonton)*** The approach will be to hire a company to do a desktop review of the Stantec Reports from 2010 and compare this to CLIP (Community League Infrastructure program) allocations over the next 10 years. This would be followed by inspections of halls to create progress reports that would help EFCL and the City to identify more accurately the level of investment required for CLIP going forward. This information will be entered into a database that will assist both the League, the EFCL and the City to track the existing League assets.

Regarding the proposed repurposing of the remaining \$23,000 of the \$78,000 to subscribing to the Grant Advance Database system, Laura proposed the following rewording:

***Notice of Motion:*** To allocate \$23,000 for the cost of the Grant Advance database system with all member Leagues in order to provide opportunities for other grant funding sources. For 2021, the cost per League would be \$120 (half price) due to EFCL subsidizing the first year with these funds. Should the League wish to sign up for the full account (\$1665.30/year) they will receive \$120 credit from EFCL.

Laura asked if the Board felt the need to present Notices of Motion again at the Winter General Meeting, or if they were similar enough to put forward as Motions in the agenda package. Discussion ensued at some length.

**Action Item: C. Shannon advised that the EPL has a subscription to some form of grant inventory. She will report back regarding a possible synergy.**

**Motion 2021-01-14-05:** That the Board approve the presentation at the Winter General Meeting of the reworded proposed Motions, relating to the reallocation of the \$78,000 Rink Roof grant funding.

**By: A. Lunden / J. Morgan**

**CARRIED**

**Action Item: C. Shannon to follow up with Laura regarding a new date for the request to reallocate the \$78K City Rink Roof Grant funds.**

#### **5.4 100th Anniversary Volunteer Appreciation Event**

(Item tabled from December Board meeting.)

Laura reviewed that a motion was passed in December by the 100th Anniversary Plaza Steering Committee to recommend the EFCL plan an EFCL Volunteer Appreciation Event in 2021 at the Plaza. Laura advised she spoke with Committee chair Allan Bolstad. She clarified that the suggestion is to use the Plaza as the location for an EFCL Volunteer Appreciation event, to thank and recognize during the EFCL's 100th year, volunteers that have supported the EFCL and community league movement over the years, recognizing there may still be COVID limitations. The Committee is not asking for anything specific, but suggesting that it might be fitting to recognize EFCL/community league volunteers at the Plaza, which is dedicated to Community Volunteers, in 2021 the EFCL's 100th Anniversary year. Discussion ensued about the possible timing of an event. It was suggested that the funds budgeted for the Community League Showcase could possibly be redirected to a Volunteer Appreciation event.

**Motion 2021-01-14-06: That the Board support the recommendation from the 100th Anniversary Plaza Steering Committee for the EFCL to plan a volunteer appreciation at the Plaza later in 2021.**

**By: G. General / M. Narsing**

**CARRIED**

**Action Item: Table further discussion and possible formation of a committee to the March Board meeting agenda.**

#### **5.6 Repurpose Photo/Video Resources from 100th Anniversary Project**

Laura reviewed the rationale for the Steering Committee's suggestion to create an EFCL resource to be used by community leagues and other non-profit organizations who are planning to build capital projects on City parkland. The resource would discuss aspects of capital project planning on parkland, such as the processes of applying for funding from all levels of government, obtaining corporation funding and donors, and the importance of choosing a third party Project Manager, to name a few. The budget would be \$3-\$5,000 and funds could be reallocated if necessary from the 2020 consulting budget. The resource could be used as an on-line learning course, posted on the EFCL website, a Leagues Alive Workshop, and serve as a promotional piece for the EFCL. As the EFCL's only capital project, it is a way to pass along what was learned to benefit community league's building their own capital projects.

**Motion 2021-01-14-07: Motion to endorse the recommendation from the 100<sup>th</sup> Anniversary Project Steering Committee for the EFCL to repurpose**

photographic/video resources from the 100<sup>th</sup> Anniversary Project into additional Board development materials.

By: J. Morgan / G. General

CARRIED

## 5.6 Winter General Meeting Draft Agenda Review and Approval

C. Hyde advised that an event management digital platform called 'Pheedloop' should mitigate issues with registration time as registration is automated. The following suggestions were made regarding the agenda:

- Laura suggested assigning the scripted presentation of agenda items to individual Board members as done previously.
- She welcomed suggestions from Board members re: community league stories.
- The critical importance of Board recruitment/elections at the WGM and recruitment strategy was discussed. Suggestions included approaching EFCL Planning Committee members for interest. It was noted that interested candidates need not currently sit on a community league board to be elected, but must have a league membership.
- **Action Item: C. Shannon to promote/advertise the EFCL Board vacancies in the NRC and Keep Neighbouring newsletters.**
- Change the Notices of Motion in Item 8.0 to Motions.
- A final Plaza financial wrap-up report will be presented at the Spring GM
- Suggestion to do whatever possible in advance (i.e. video links) to free up agenda time. Chair to limit questions to one per person at the meeting in respect of time. Additional questions can be submitted by email.
- Agenda package will be sent out 21 days in advance and will include a Google form to submit questions in advance of the General Meeting.
- Item 4.0 - Outgoing Board Member recognitions to be moved to post-elections as necessary.

**Motion 2021-01-14-08: That the Board accept the draft Winter General Meeting agenda with the changes as discussed.**

By: M. Narsing / A. Lunden

CARRIED

## 6.0 Discussion Items

### 6.1 100th Anniversary Celebration Committee Update

G. General reported that weekly Celebration events meetings with EFCL staff continue. Leagues are encouraged to notify the EFCL if they are doing an 100th Anniversary event on Jan. 23 in order to receive lantern making kits. Laura advised that 50 leagues had registered events to date, and a push is being done on social media etc. asking people to join the "Light up the Night" virtual event on Saturday, Jan. 23 from 7-8pm. A local musician will perform, and there will be

videos and fun trivia broadcast through Zoom and on Facebook Live. G. Giselle reported she did not receive a lot of responses re: 100 Awesome Things about the EFCL, however there is a lot of digital content available.

Regarding the Time Capsule, an outline of activities and timeline has been drafted starting the week of January 10. She is seeking to speak with other people/groups who have done recent Time Capsule projects. After some discussion, there was Board agreement on moving the installation of the EFCL Time Capsule at the Plaza to coincide with the proposed EFCL Volunteer Event at the Plaza in September/October 2021, providing sufficient time to collect time capsule items. G. General mentioned that the Provincial archives office may also be a good resource for the EFCL time capsule contents.

## **6.2 EFCL Board Recruitment**

R. Barber reviewed that currently EFCL Districts A, B, E, I, and L remain vacant. District J and C terms end in February 2021 and will also be up for re-election at the Winter General Meeting. He referred to the board recruitment suggestions discussed and recorded in the minutes from the December Board meeting. Brief discussion ensued. G. Giselle offered to do a video(s) for social media upon request. She also suggested a Board mentorship program for students seeking community leadership experience. All Board members are encouraged to actively promote the District Director vacancies to community league members in order to recruit Board members for the Districts without a Director.

## **6.3 District Boundaries Review**

Laura reviewed that this discussion has come up several times and that it has been determined that it is within the EFCL Board's purview to redefine EFCL District Boundaries. She suggested that with the City Ward and EPSB school board boundaries changing significantly, it is worth reviewing the EFCL District boundaries, especially in order to make it easier for Districts to work with one vs. several City Councillors. It was suggested to review the boundaries of only those Districts that do not currently match the City Ward boundaries. Discussion ensued.

Laura suggested it was important for District Directors to speak with their leagues and Area Council(s) for feedback/engagement in this regard prior to further discussion. G. General suggested obtaining/creating a digital map with overlays of the school boards, City Wards, Area Councils, community league and District boundaries to help visualize.

**Action Item: Laura to check with the City and email a map with overlays to Board members.**



#### **6.4 Horse Hill Community League Update**

R. Barber reviewed that the Board passed a motion to proceed with setting up a mediation meeting with the Horse Hill CL Board. A letter was sent inviting them to participate in a meeting. An email was received back declining and advising they would respond in February after meeting at the end of January.

M. Narsing added that despite the EFCL's best efforts to reach out, requests to meet with their board have been rebuffed. The EFCL Board will wait for Horse Hill CL's response to learn what their specific grievances are before further discussion. R. Barber thanked M. Narsing for his work as EFCL V.P. Internal.

#### **6.5 President's Award**

R. Barber suggested that the idea of a President's Award has evolved as a way to recognize individuals who have championed the community league movement, demonstrated long-term great commitment, or had a positive impact on the EFCL and community leagues. He suggested a 10 year complimentary community leagues membership paid for by the EFCL and presented at a General Meeting, as well as public recognition via the EFCL's communication channels. He suggested considering City Councilors Andrew Knack and Tim Cartmel as recipients for their support around the Tripartite Agreement, as well as other long-time "champions" of the EFCL. There was a positive Board consensus. Suggestions included the following:

- Have a nomination review panel and approval of the Board for recipients
- Have an "up and comer" young community leaders award
- Have a volunteer long-service award
- "Top 40 around 40" award

**Action Item: R. Barber offered to draft a framework for further Board discussion at a future meeting.**

#### **6.6 Board Evaluation**

A. Lunden gave an overview and referred to several background information links provided in the agenda package. She advised it's considered a good practice for Boards to do an annual self evaluation. Most commonly, board members complete a common form anonymously and the data is compiled, and presented for discussion at a subsequent Board meeting. Peer and/or self-evaluations are options as well.

C. Hyde outlined his experience with Board evaluations. Board Consensus was creating some kind of Board feedback/evaluation form would be desirable, and that the evaluations could be completed before the start of board meetings.

**Action Item: A. Lunden and C. Hyde to prepare a draft “high level” Board general evaluation/feedback form for review and discussion at the February Board meeting.**

## **6.7 Review of EFCL Policy regarding Running for City Council**

R. Barber reviewed that as a best practice, any EFCL Board member running in the civic election must step away from the EFCL Board when they register as a candidate or start actively campaigning. This is in order to avoid conflict of interest and avoid partisanship, as the EFCL is a non-partisan organization. He encouraged Board members to carefully review the policy document that will be emailed and contact him or the Executive Director with any questions. Laura advised that the EFCL has prepared a procedure in anticipation of the election. Both the EFCL and leagues are to treat all candidates equally. In early March, the EFCL will host an All Candidates Forum, and will send a survey to leagues in February asking them what questions/concerns they have for candidates.

## **7.0 District Updates**

**District K:** J. Morgan attended an Aspen Gardens board meeting and provided an EFCL update. They are not having rink issues (three sheets of ice), and are not supplying nets. They hoped to obtain a \$400K grant to match the City CLIP grant from the Province in order to renovate their hall, however only a \$40,000 grant was offered by the Province, thus they plan to build a tractor shed instead. They intend to reapply for the CLIP grant again next year. They have a new President and are planning their AGM. Blackwood Creek is having some issues with rink crowding and received a warning. The Heritage Point AGM is coming up with several elected government representatives to RSVPd to attend. SWAC ran a food drive at Christmas and raised 6000 pounds of food.

**District J:** A Lunden reported that the rinks in District J are also seeing high use with leagues trying to regulate them best as possible. The tobogganing hills are also crowded. A couple of CL boards had the EFCL Community Activators come out and feedback was positive from leagues. Membership sales are a challenge because the requirement to have them is downplayed when it comes to rink use. Forrest/Terrace Height wants to build a new playground. The Skateboard Park Committee in Capilano wants to finish the landscaping to give the park with broader appeal. This has been a long term (10 year) ongoing project but is slated to be finally completed next summer.

**District D:** G. General reported that several leagues without halls are finding some very creative ways to bring people together virtually (ie. online virtual trivia game nights). Some leagues with halls are experiencing stress with overcrowding on their outdoor rinks. Themed photo contests continue to be popular, i.e. cake decorating, home decorating. Discussion is ongoing regarding the best way to reach out to people in community leagues ie. via the ‘Communibee’ app, digital newsletter, print newsletter, social media. Rio Terrace is going back to a printed newsletter. The West End Senior

Activity Centre is having trouble connecting with community leagues. G. General is facilitating spreading the word about their Seniors programming in surrounding community leagues.

**District C:** M. Narsing reported that two leagues in District C have rinks. Users have not been following rules and AHS was called in to one. Memberships sales are low, as programming is low currently. The concern and challenge is funding with the future of casinos in the balance. Overall, league Boards are staying positive and waiting for the Lockdown to end.

**District H:** R. Barber reported he also fielded some inquiries about the distribution of the Oilers Foundation grants. Some league boards have expressed they would like the EFCL to strike a committee to discuss new hall build projects (would include tear downs/reno'd hall projects as well). They suggested exploring alternative financing /solutions for building new league halls. Creative/alternative financing is going on everywhere and perhaps this is a conversation to have with the City eventually. Some individuals have expressed interest in sitting on such a committee and possibly chairing it. The Terwillegar Drive construction project is moving forward beginning immediately, and will impact the traffic and bus routes in District H. The Terwillegar Rec Centre field has overcome some of the engineering issues identified and there could be a new multi purpose sports field built there in the future.

**8.0 Motion for Exemption** - No Items exempted for discussion in the interest of time.

**9.0 Reports** - Accepted for information

**9.1 President's Report**

**9.2 Executive Director Report**

**9.3 ReSound update**

**9.4 WGM logistics**

**9.5 Draft FGM minutes**

**10.0 Letters** - Accepted for information

**10.1 Correspondence with the Minister of Canadian Heritage**

**11.0 Adjournment**

R. Barber thanked Board members for attending. The January 14, 2021 virtual EFCL Board meeting adjourned at 9:27pm.