



Annual General Meeting

DATE: **June 1, 2022**

Approved Minutes

EFCL ANNUAL GENERAL MEETING

Wednesday, June 1, 2022

Hybrid Meeting held at Calder Community Hall and Virtually by Zoom

Breakout Room Conversations: 5:30 - 6:20 p.m., Meeting: 6:30 - 9:30 p.m.

(Attendance indicated by IP for in-person and Z for Zoom)

Voting Community League Members in Attendance

District A

Calder, Jesse Watson (IP)
Carlisle, Kristen Hennigar (IP)
Cumberland/Oxford, Shahab Marzoughi (Z)
Lake District, Whitney Corbett (Z)
Lauderdale, Christopher Hennig (IP)
Wellington, Rod Hunter (IP)

District B

Balwin, Cynthia Lenders (IP)
Belvedere, Alana Prockiw (Z)
Delwood, Carol Dragish Bishop (IP)
Rosslyn, Greg Hilker (Z)

District C

Fraser, Liz Kalisuaart (Z)
South Clareview, Nicole Wetsch (IP)

District D

Aldergrove, Jonathan Woelber
Callingwood, Lynwood, Kathy Kammermayer (Z)
La Perle, Tiffany Conrad (Z)
Rio Terrace, Andrew Olsen (Z)
Westview Village, Ash Lane (IP)

District E

Britannia Youngstown, Jason Jessome (Z)
Canora, Tony Lovell (Z)
Elmwood, Kathryn Wojtowicz (Z)
Glenwood, Jamie Post (Z)
High Park, Janice Gargas (Z)
Laurier Heights, Christine McCourt-Reid (Z)
McQueen, Ken Eerkes (IP)
West Meadowlark, Giselle General (Z)

District F

Riverdale, Gino Akbari (IP)
Westmount, Tyson Joyce (Z)
Woodcroft, Brandy Yanchuk (Z)

District G

Belleview, Rick McAdie (Z)
Beverly Heights, Tracey Hirtle (Z)
Delton, Janet Henderson (Z)
Elmwood, Morgan Wolf (Z)
Parkdale/Cromdale, Tamie Perryment (Z)

District H

Greater Windermere, Heidi Haver (Z)
Oak Hills, Robert Agostinis (Z)
Riverbend, Miep Raedschelders (IP)
Terwillegar, Ryan Barber (IP)
The Ridge, Jim Bradshaw (IP)

District I

Allendale, Vahid Ayan (IP)
Argyll, Dave Trautman (Z)
Belgravia, Michael Cohen (Z)
Lendrum, Erin Sawyer (Z)
Malmo, Lesli Olsen (IP)
Pleasantview, Linda Chow-Turner (Z)
Strathcona Centre, Nathan Carroll (Z)

District J

Avonmore, Anita Lunden (Z)
Kenilworth, Irene Wood (Z)





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District K

Blue Quill, Leslie Hierath (Z)
Heritage Point, Yuan Zuo (Z)
Royal Gardens, Bill Werthmann (IP)
Twin Brooks, Kayla Ermantrout (Z)
Yellowbird East, Cheryl Fix (Z)

District L

Ellerslie, Christine Lim (Z)
Laurel, Ricardo Casanova (IP)
Millbourne, Karrie Baker (Z)
Southwood, Deloers Blake (Z)
Woodvale, Jackie Travis (Z)

Non-Voting Community League Members in attendance

Allison Grasso, Calder, District A (IP)
Brenda Kennedy, Wellington Park, District A (IP)
Melanie Limb, Athlone, District A (IP)
Marg Vautour, Evansdale, District B (IP)
Garth Prinsonsky, Canora, District E (IP)
Virginia Lovell, Canora, District E (Z)
Marlee Dixon, Riverbend, District H (IP)
Farhana Murani, Strathcona, District I (Z)
Ken Hammerling, Malmo, District I (Z)
Allan Jenkins, Greenfield, District K (Z)

Guests:

Andrew Knack, Councillor, Ward Nakota Isga, City of Edmonton (Z)
Jennifer Rice, Councillor, Ward Ipiihkoohkanipiahtsi, City of Edmonton (IP)
Michael Janz, Councillor, Ward Papastew, City of Edmonton (IP)
Curtis Friesen, Metrix Group (IP)
Heather Teghtmeyer, City of Edmonton (Z)
Jacky Patterson, Leefield Community League (Z)
Jaime Calayo, REACH Edmonton, (Z)
Jennifer Wilkie, Realtime Stenovations (Z)
John Adria, John's Fireworks (IP)
Marjorie Stefanyk, Recording Secretary (Z)
Scott Varga, Avison Young (Z)
Shauna Richard, City of Edmonton Neighbourhood Resource Coordinator, Community Services (Z)
Van Trong Phan, Central McDougall (Z)

EFCL Board Members (as of June 1, 2022)

Jenn Parsonage, President (District L) (IP)
Ryan Barber, Vice President Internal (District H) (IP)
Jon Morgan, Vice President External (District K) (IP)
Anita Lunden, Treasurer (District J) (Z)
Giselle General (District E) (Z)
Gino Akbari (District F) (IP)
Morgan Wolf (District G)

Edmonton Federation of Community Leagues

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Lesli Olsen (District I) (IP)

EFCL Staff in attendance:

Laura Cunningham-Shpeley, Executive Director (IP)
Colin Johnson, Deputy Executive Director (Z)
Joanne Booth, Snr. Advisor, Operations and Membership Services (IP)
Kim Tanasichuk, Service Innovation Project Assistant (Z)
Debbie Brown, Fund Development Advisor (IP)
Tim Querengesser, Communications Advisor (IP)
Michael Barnard, Energy Transition Advisor (Z)
Darine Moukhaiber-Krysko, Digital Storyteller (Z)
Jennie Gurnett, Community Activator (Z)
Juanita Gnanapragasam, Diversity and Inclusion Advisor (Z)
Sandra Johnston, Board Development Advisor (IP)
Emma Chen, EFCL Finance (Z)
Kabele Galgalo, Administrative Assistant (IP)
Priya Harinath, HR Advisor (IP)
Ron McLean, Data Analyst (Z)

Minutes prepared by M. Stefanyk

1.0 Call to Order

Meeting Chair, EFCL President and District L Representative, Jenn Parsonage, called the hybrid 2022 Annual General Meeting to order at 6:30 p.m. She introduced herself and welcomed everyone taking part, both those in person and those virtually, in the first hybrid meeting offered by EFCL. She thanked everyone on behalf of the Board and the EFCL for all their hard work which she described as inspiring, particularly during the difficult past two years,

2.0 Land Acknowledgement

Jon Morgan, Vice President External and District K Representative, delivered the land acknowledgement.

3.0 Welcome and President's Message

President Parsonage delivered her President's Message:

For the first time in a few years, I am feeling a sense of relief. Since we last met in February, Leagues across the City have also felt that relief and have begun to host events and engage with Edmontonians in familiar ways. It has been fantastic to see.





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The past two years have left us with an appetite for connection, and it may feel easiest to slip into our usual routine, however, I urge you to pause and reflect.

Local community has never been so important, and we are poised as Community Leagues to make a big impact in many ways. This is a time for reinvention, for invigoration, for forging new partnerships. It's a time for programs, for thinking outside the box, and finding ways to ensure we are including all our community members.

Simply put, it's our time to shine.

As we forge ahead and take advantage of the opportunities we now have to gather, I cannot wait to see what Leagues have in store for our community members, and the many ways we'll engage with our neighbours across this great city.

Thank you for all you do.

4.0 Greetings from the City of Edmonton

President Jenn Parsonage welcomed the elected representatives attending from the City of Edmonton: Councillors Michael Janz, Andrew Knack and Jennifer Rice.

She extended acknowledgement to the EFCL District Representatives: Gino Akbari from District F, Morgan Wolf from District G, Ryan Barber from District H, Lesli Olsen from District I, Anita Lunden from District J, and Jon Morgan from District K. She thanked the City of Edmonton Representative, Shauna Richard, Neighbourhood Resource Coordinator from Community Services, for helping with the elections.

She acknowledged all of the EFCL staff headed by Executive Director Laura Cunningham-Shpeley and thanked them for all their hard work and for making the first EFCL hybrid meeting a reality.

She then invited Vice President External Jon Morgan to introduce guest Councillor Janz. J. Morgan briefly described his role on the EFCL Board, then introduced Councillor Janz.

Councillor Janz began by noting how fitting the date for the AGM was as June 1 marks the beginning of Indigenous history month, Pride month and bike month, all representing major initiatives of Community Leagues and the EFCL in their quest to create a welcoming city and community for everyone. He cited antiracism, reconciliation, easing child poverty with great sports programs, and thanked the EFCL for all their selflessness and long hours they have



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contributed toward these causes. He thanked and congratulated everyone on behalf of Mayor Sohi and members of City Council for all that has been, and will be, accomplished in the future. J. Parsonage thanked Councillor Janz, adding that the EFCL looked forward to working with him in creating vibrant community leagues and a vibrant city.

In preparation for voting and making motions, EFCL Board Governance Advisor Sandra Johnston provided procedural advice. She reminded everyone that only voting members can ask questions and speak to motions in the meeting and in order to save time, speak only once to each topic. She gave instructions for voting and speaking via Zoom as well, adding that chat should not be used for discussions. A floor microphone was available for in person questions and comments. S. Johnston also gave voting instructions which included holding up a card for in person voting, and using the virtual hand or actual hand for voting on Zoom. A transcribing service offered closed captioning on Zoom.

J. Parsonage asked if a quorum (20 per cent of voting members) was present. S. Johnston responded that 40 voting members out of 162 were present, including online and in person, making 25 per cent and providing the necessary quorum.

5.0 Approval of the Agenda

No additions or changes were made to the agenda.

Moved by Christopher Hennig (Lauderdale Community League) and seconded by Jesse Watson (Calder Community League).

Motion 22-06-01-01: BE IT RESOLVED THAT the agenda be approved as written.
CARRIED

6.0 Approval of Minutes of the Winter General Meeting, held February 15, 2022

No additions or changes were made to the minutes.

Moved by Bill Werthmann (Royal Gardens Community League) and seconded by Greg Hilker (Rosslyn Community League).

Motion 22-06-01-02: BE IT RESOLVED THAT the minutes of the Winter General Meeting held February 15, 2022 are approved as written.
CARRIED





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7.0 Presentation of 2021 Annual Report

Hard copies of the Annual Report were available for in person attendees and had also been provided in the AGM package provided by email to members prior to the meeting. L. C-Shpeley went over the highlights of the report using a slide presentation.

- Through the pandemic, EFCL moved to offer online support in the form of board training courses, the mentorship program, and many workshops and cafes. The mentorship program saw 111 Leagues register with 302 participants. Connections, great conversations and resources were the result of this program. This program shone a light on the importance of connecting Leagues to each other in order to share knowledge and skills.
- After two years of engagement with Leagues and conversations with the City of Edmonton, a new draft Tripartite Agreement was created to present to Leagues in the spring of 2021. This agreement was finalized for the next 10 years, and was approved at the Special General Meeting last summer. This included several key changes including the definition of “recreation” and the ability for Leagues to have some commercial use on their licensed land. All of the 149 agreements have now been signed off and enacted.
- Over the past year we have seen the importance of building strong relationships. This included an Ask Me Anything with Chief Billy Morin, an Opportunities Fair that connected Leagues with post secondary students, and opportunities for Leagues to become community hubs in the neighbourhood for recreation helping to reach the City of Edmonton’s target of a 15-minute city. The EFCL encourages Leagues to think in ways that support connection and bringing local resources together.
- The EFCL took on the role of receiving the operating grant information this year and will share it with all the Leagues shortly in the form of a full report. Key numbers include : Leagues ran 1,904 programs last year with 170,253 Edmontonians taking part; there were 8,158 volunteers contributing 258,973 hours of volunteer time or the equivalent of \$4.5M of volunteer labour to the city.

L.C-Shpeley thanked everyone.

J. Parsonage then acknowledged the following outgoing District representatives for their hard work and dedication:

Rocky Feroe, who has been on the EFCL Board since 2018 and served four years representing District F Downtown. She had also served several terms with EFCL in the past. She always





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supported social justice, environmental initiatives (especially Green Leagues), was passionate about the League movement, and always brought her sense of humour to the board table.

Martin Narsing, who joined the EFCL Board in 2019 and represented District C. He understood the needs of the community and articulated them well. His humour and sense of inclusion will be missed. He will continue to be a strong presence in his community, currently helping to replace a sign at his Community League at this moment.

100th Anniversary Willy Wong prints will be presented to R. Feroe and M. Narsing as a token of appreciation.

8.0 Elections Districts A, B, C, D, E

Anita Lunden introduced Shauna Richard (NRC) from Community Services to oversee the elections. S. Richard began by outlining voting rules and then asking if there was a quorum or one-third representation of Leagues in each district. S. Johnston confirmed quorum was met in Districts A and E but not B, C, and D. As a result, elections for districts not meeting quorum will need to be held at subsequent meetings.

S. Richard asked if the Nominations Committee had a nomination for District A (Castledowns-Calder). As there was none, she asked for a nomination or volunteer. This was followed by a second, and third and final call. With no nominations or volunteers, District A remained vacant. S. Richard then asked if the Nominations Committee had a nomination for District E. R. Barber nominated Giselle General from West Meadowlark on behalf of the Nominating Committee, and she accepted the nomination. A second, and third and final call was put out for nominations. With no further nominations, G. General was acclaimed representative for District E. When asked if she would like to speak briefly about herself, G. General shared that she was not new to EFCL, having served as representative for District D before moving from the neighbourhood to District E.

9.0 Presentation: Community League Infrastructure Database (Scott Varga, Avison Young)

J. Parsonage opened the presentation by giving a brief history of the creation and need of a Community League Infrastructure Database. In 2021 the EFCL membership allocated funds toward the creation of a community league infrastructure database that would supply comprehensive data about the repair state of league halls as follow-up from the 2010 Stantec reports. The need became apparent following the CLIP fund reduction by \$500,000 in 2020. This database would provide information to be shared by leagues, the EFCL and the City of Edmonton. After interviewing several companies, Avison Young was awarded the contract.





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As Scott Varga was not immediately available for the presentation, L. C-Shpeley acted on his behalf using slides to help demonstrate, and Avonmore Community League as an example. She explained that Avison Young have created a dashboard that can provide specific information about each League's amenities such as kitchens, barbecues, skating rinks and playgrounds. It can provide at a glance the average capacity of a hall. It provides a check for statistics such as how many hours a hall is being used, amounts charged, and what type of staffing is needed. All of this information helps in planning of programs and provides required information for applications of operating grants. In summary, the database can help Leagues identify their priorities, where they need to put money, and how to advocate to the City for different amenities and different funding sources. L. C-Shpeley then took questions and was joined online by S. Varga.

Question: (Janice Gargas, High Park) Is there a list of who participated and were any missed?

Answer: (L. C-Shpeley) Data was taken from the Stantec Report and the CLIP grant, so to my knowledge no one was missed.

Question: (Erin Sawyer, Lendrum) Is the data publicly available?

Answer: (L. C-Shpeley) It's not publicly available. It's upon request. If a League is interested, you can email leaguesupport@EFCL.org and we can get you a report for your League.

With no further questions, S. Varga reinforced the importance of having this dashboard as a resource for decision making and communicating with the City of Edmonton.

This was followed by another question.

Question: (Cynthia Lenders, Balwin) I noticed that there is membership information. That's not part of Stantec or the CLIP grant. Was that from the operating grants done in January and how many year's worth do you have?

Answer: (L. C-Shpeley) Yes, from the operating grant, which is actually part of EFCL's grant funding. So the City always gives us the aggregate data every year, so we were able to give that to Avison Young to put into the dashboard for the last couple of years. Leagues can now see how membership numbers have changed. We have three years' worth: 2019-2021.

J. Parsonage and L. C-Shpeley thanked S. Varga who then left the meeting.

10.0 Update: Next Steps in Grant Advance

Referring to the rink funding motion at the February 2021 AGM where the implementation of Grant Advance passed, L. C-Shpeley explained that part of the money went into the infrastructure database and part towards grant advance. Information had been supplied in the meeting packet to help streamline grant writing processes and creating application documents.





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The account between a League (“child” account) and the EFCL (“parent” account) resulting from this motion, originally for one year at a subsidized cost of \$120 per League, has been extended to three years with no increase in cost. This will include access to four Grant Advance virtual workshops scheduled from the beginning of October through the end of December 2022 on how to use the grant advance system. The workshops will be recorded for future reference. EFCL staff will receive specialized training on the system in order to supply further support for Community Leagues.

11.0 Decisions

11.2 Motion to amend Article 16.6 Of the EFCL Bylaws:

That Article 16.6 of the EFCL Bylaws be amended to change approval of increased expenditures from **members** to **Board**.

Moved by Ryan Barber and seconded by Anita Lunden.

The Bylaw would now read:

16.6 The annual budget of the EFCL will be submitted by the Board of Directors for approval at the 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 from the Members Board.

This was followed by open discussion. R.Barber added that this provision ensures that the EFCL does not overspend the budget. The EFCL Board will commit to reporting back to the membership should there be any significant funding received at the following General Meeting. Questions were then taken.

Question: (Whitney Corbett, Lake District) What is deemed as significant funding?

Answer (L. C-Shpeley): Anything over \$30,000.00 needs Board approval.

J. Parsonage then asked if anyone wished to speak on the motion. With no response online and in person, she asked for a vote on the motion.

Motion 22-06-01-03: BE IT RESOLVED THAT Article 16.6 of the EFCL Bylaws be amended to change approval of increased expenditures from “members” to “Board”.

CARRIED





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11.1 Approval of 2021 Audited Financial Statements - Curtis Friesen, Metrix Group

Copies of the audited financial statements for 2021 were included in the AGM package distributed prior to the meeting. Curtis Friesen was invited to review the statements and results of the audit. This included the audit report, Board approved draft financial statements, revenues, and expenses. J. Parsonage asked if there were any questions or comments. There were none. Anita Lunden moved to accept the 2021 Audited Financial Statement as written, seconded by J. Morgan.

**Motion 22-06-01-04: BE IT RESOLVED THAT the 2021 Audited Financial Statements be approved as presented.
CARRIED**

12.0 Panel: Creating Great Community Events (Allison Grasso, Calder CL; Erin Sawyer, Lendrum CL) - “What Makes an Event Great”

Two community league social directors, noted above, were invited to speak about event planning they have organized in their communities. Each panelist was given several minutes to introduce themselves and provide information on events they have organized that have been successful. They were then asked to provide tips and hints on planning successful Community League Day events, followed by questions. The presentations included:

- Successful past events such as face painting in the park, sled rides, cookies and hot chocolate, summer barbeques, community/vendor sale, board game night, community gardens, pumpkin parades, chili cookoffs, book sales, perennial plant exchanges, bicycle club beer garden.
- Programs specifically for adults such as knitting and crochet clubs, craft clubs, book sales, neighbourhood garbage cleanup.
- Tips to stay organized: keep detailed records of events, apply for appropriate permits if needed, book popular event guests well in advance.
- How to engage the community and get the word out: social media sources such as Facebook, Instagram, videos, community league website, Nextdoor; word of mouth; park signs (posters); newsletters by email and hard copy; mailbox drop-offs; community schools.
- Encourage immigrant membership by using apps such as Google Translate to have conversations and provide information; go out and introduce yourself.
- Thoughts for Community League Day 2022, “Build Edmonton With Us”: face painting; fall harvest potluck; farmer’s market featuring local products.





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- Other tips: The City of Edmonton provides funds for new or revised events; approach local businesses to sponsor events and provide gift certificates or products to be used as prizes; take advantage of CFCL mentorship cafes on obtaining grants. Encourage volunteers to help with event programming planning so as to avoid burnout, provide variety and share the workload.

The panel presentation was followed by the opening of *Breakout Rooms: Brainstorming and sharing ideas for 2022 Community League Day, "Build Edmonton – With Us"*

J. Parsonage announced that 10 minutes would be allowed for online randomly assigned breakout rooms and in-person discussions at tables for the purpose of sharing ideas.

L. C-Shpeley provided closing notes. Leagues will be provided with resources from EFCL for different advertising for social media so as to maintain a consistent look across the City if they so wish. She thanked Inland AV for organizing and running EFCL's first hybrid meeting.

S. Johnston took a show-of-hands vote on preference for future meetings: in-person, hybrid or online with members in the hall preferring in-person or hybrid meetings. Similarly, an online survey showed that those attending online overwhelmingly preferred online or hybrid meetings.

13.0 Termination

J. Parsonage thanked everyone attending for great conversations and opportunities to learn and grow together. She also thanked Calder Community League for hosting the in-person meeting. Attendees were then invited to check under their chair seats for a sticker indicating they had won a door prize: a potted plant at each table.

Having reached the end of the agenda, the meeting ended at 8:21 p.m.

