



EDMONTON FEDERATION OF COMMUNITY LEAGUES

BOARD OF DIRECTORS

REGULAR MEETING PACKAGE

DATE: Thursday, June 14, 2018

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

LOCATION: EFCL Office, 7103—105 Street

EFCL Board Planning Calendar June, July, August, 2018

June

2018

- 05 EFCL Annual General Meeting
- 09 Let's Talk About Governance—District D
- 14 EFCL Board Meeting
- 27 Green Leagues Advisory Committee Meeting
- 27 EFCL Planning & Development Committee Meeting

July

2018

- EFCL Board Meeting
- 14 Targeting Programming To Specific Groups Workshop
- 21 Practice As Ceremony Workshop

August

2018

- 4-6 Servus Heritage Days Festival
- 18 Having Sustainability Conversations At Board Table Workshop
- 29 EFCL Planning & Development Committee Meeting

Edmonton Federation of Community Leagues
Board of Directors Regular Meeting
EFCL Office: 7103—105 Street
Thursday, June 14, 2018, Dinner 5:00 PM / Meeting 6:00 PM
AGENDA

Item 1.0

- 1.0 Call To Order**
- 2.0 Welcome And Introductions**
 - 2.1 Welcome New Board Members**
 - 2.2 Welcome New Executive Director**
 - 2.3 Thank You To Nora Begoray And Staff**
- 3.0 Agenda Review (6:20 PM) (pgs. 3-4)**
- 4.0 Approval of Board Meeting Minutes (6:25 PM)**
 - 4.1 May 10, 2018 Board Meeting Minutes (pgs. 5-15)**
- 5.0 Presentations / Urgent Matters (6:25 PM)**
 - 5.1 Live Active Program**
Dr. Rob Agostinis, EFCL Committee Representative
- 6.0 Decision Items (6:40 PM)**
 - 6.1 EFCL Growth Strategy/Board Workshop (pg. 16)**
 - 6.2 July Board Meeting Date (pg. 17)**
 - 6.3 Live Active Program Extension (pgs. 18-23)**
 - 6.4 Londonderry Community League Receivable (pg. 24)**
 - 6.5 EFCL Office Space (pgs. 25-26)**
 - 6.6 100th Anniversary Committee Terms of Reference (pgs. 27-28)**
 - 6.7 Great Neighbour Race (pg. 29)**
 - 6.8 Winter City Advisory Committee Representative (pg. 30)**
 - 6.9 EFCL And Community League Treaty 6 Acknowledgement (pgs. 31-32)**
 - 6.10 Alcohol, Tobacco and Cannabis Sponsorship (pgs. 33-35)**
 - 6.11 Gender Based Analysis—Plus**
Fraser Porter, EFCL Board President

Break 7:30 PM—7:45 PM

- 7.0 News From The City Of Edmonton (7:45 PM)**
 - 7.1 News From The City Of Edmonton (pgs. 36-41)**
- 8.0 Discussion Items (7:55 PM)**
 - 8.1 Meeting With City Councillors And City Manager (pg. 42)**
 - 8.2 Staff Assistance At District Meetings (pg. 43)**
 - 8.3 Community League Rink Survey (pg. 44)**
- 9.0 Exemptions (8:15 PM)**

- 10.0 Information Reports**
 - 10.1 CLIP Program Update (pg. 45)**
- 11.0 Correspondence**
- 12.0 Work In Progress (pgs. 46-47)**
- 13.0 District Updates/Feedback (8:30 PM)**
- 14.0 Private Matters (8:40 PM)**
 - 14.1 Staff Organizational Chart**
 - 14.2 100th Anniversary Project**
- 15.0 Next Meeting/Announcements**
 - 12.1 EFCL Board of Directors Meeting— ??**
- 16.0 Adjournment (9:00 PM)**

4.0 Approval of Minutes

MEETING DATE : June 14, 2018
AGENDA ITEM # : 4.1 – May 10, 2018 Draft Board Meeting Minutes
PREPARED BY: Dana Mauer, Board Secretary

Item 4.1

EFCL BOARD OF DIRECTORS REGULAR MEETING

DRAFT Minutes

Thursday, May 10, 2018 @ 6:00 p.m.
EFCL Offices, 7103 - 105 Street, Edmonton

Attendance:		
Ryan Barber, Dist. H Masood Makarechian, Dist. K Trevor Elliott, Dist. D	Fraser Porter, Dist. E Leanne Kohn, Dist. I Gavin Martinson, Dist. J	Rocky Feroe, Dist. F Liz John-West, Dist. G
Regrets:		
Jesse Watson, Dist. A	Alison Poste, Dist. C	Ron Favell, Dist. B
EFCL Staff:		
Joanne Booth	Allan Bolstad, Acting E.D. Colin Johnson	Jennifer Allen Jasmin Joe
Guests:		
	Curtis Friesen, Metrix Group	Chantile Shannon, CoE
Minutes:		
	Dana Mauer	

1.0 **Call To Order**

EFCL President F. Porter called the meeting to order at 6:03pm. A Board quorum was present. She welcomed the guests. Brief introductions were done around the table.

2.0 **Welcome and Introductions**

2.1 **Welcome New Board Member for District G**

The Board welcomed Liz John-West, the new District Director for District G recently elected at District G meeting.

3.0 **Agenda Review**

18-05-10-01 MOVED: "That the EFCL Board approve the May 10, 2018 Board meeting agenda with the following additions:

Item 6.10 - GIC Reinvestment

Item 6.11- Interim Executive Director Contract Renewal

Item 10.6 - New EFCL Sustainability Director

Item 14.3 - Staff Survey (Private Matters)

By: T. Elliott / L. Kohn

CARRIED

4.0 Approval of the April 12, 2018 Board Meeting Minutes

18-05-10-02 MOVED: That the April 12, 2018 EFCL Board meeting draft minutes be approved noting that in Item 4.2 on page 6, that Strathearn Community League President Yasir Syed's name was missing. It was noted on the front page under 'Guests'.

By: M. Makarechian / R. Barber

CARRIED

5.0 Urgent Matters / Presentations

5.1 Benefits Program for Community League Staff

C. Johnson reviewed that at the Winter 2017 General Meeting there was a membership survey regarding community league staff benefits. There was a strong response from 70 leagues. Seven of 30 leagues with staff said they were interested in pursuing benefits for 27 staff which is enough to qualify for a group benefits plan. The two options are an Association Plan or a Health Care Spending Account. Neither includes disability coverage. Interested leagues can opt in to the program and it is voluntary for individual league staff members. The value is around \$200 per employee per month and 50% is paid by the league as it's a work provided plan. Based on interest he will obtain an actual quote through Foster Park Brokers and has sent out the employee census regarding the demographics of the employees. There is no minimum number of hours worked for an employee to qualify. He answered questions.

Action Item: Colin to send the census out to all Board members (to send to their leagues).

5.2 2017 EFCL Audit - Curtis Friesen, Metrix Group LLP

C. Friesen distributed copies of the EFCL's 2017 Draft Audited Financial Statements. He advised that the draft audited financial statements were previously presented to key EFCL staff and Financial Committee members. He reported that the 2017 audit was straight forward and went well. He reviewed the audit process and detailed highlights of the audited financial statements, noting there was a surplus of \$47,487 in 2017, thus the EFCL is in a healthy financial position overall. He then reviewed the financial statements of the EFCL's 100th Anniversary Project in detail. A. Bolstad and C. Friesen answered specific questions regarding the audited financial statements. There was discussion at length regarding some items.

18-05-10-03 MOVED: “That the EFCL Board approve the EFCL’s 2017 Draft Audited Financial Statements as prepared and presented by Metrix Group LLP.”

By: M. Makarechian / R. Barber

CARRIED

A. Bolstad thanked C. Friesen for his presentation and reminded him of the EFCL’s upcoming AGM on June 5th. C. Friesen left the audited financial statement documents for signing with A. Bolstad.

5.3 2018 First Quarter Financial Results

M. Makarechian suggested that the EFCL Board, and specifically the EFCL’s Treasurer, should be actively engaged ongoing in the EFCL’s financials. For this reason, he will be co-presenting the quarterly financial report at the upcoming AGM meeting and give a short presentation on behalf of the Board.

EFCL Financial Officer J. Allen presented and reviewed highlights of the first quarter 2018 EFCL financial statements in detail, as they appeared on pages 15 and 16 of the May Board Meeting agenda package. She then answered specific questions. She added that the EFCL is currently in a good positive financial positon.

It was confirmed that changes to the budget of anything more than 3% of our total operating cost has to go to the EFCL Membership for approval. A. Bolstad commented that the quarterly statements, especially the Projected Year End (PYE) column, is used to track if the EFCL is on budget. M. Makarechian asked Board members to review the Financial Statements before the AGM in order to be able to help address any league questions. J. Allen welcomed any further questions regarding the quarterly financial statements by email, and advised she’s in the office on Tuesdays and Thursdays.

Action Item: Add “Discussion about Londonderry Hall Receivable Amount” (\$7835) to the June Board meeting agenda.

5.4 EFCL Website Overview

EFCL Membership Director, J. Booth, gave a detailed Power Point presentation updating the Board on online Membership sales. She demonstrated how the Online Store and community league online membership purchases work. She suggested Board members do a test purchase and contact her to delete it. Once a month, leagues received a deposit to their account from the EFCL for their online membership purchases. It is very important for leagues to update their

contact and facility/amenity information with the EFCL annually or whenever it changes so it can be updated on the website. Online membership sales continue to increase year after year. Sales are also done in the EFCL office, through sports groups, and recently through Servus Credit Union branches, which is going very well. She also reviewed the EFCL Vendors and Communications databases and the reports functions associated with them which help track trends. Questions and discussion followed. She welcomed any further questions by phone or email. There was brief discussion about expanding the uses of the EFCL website as the EFCL website comes to the end of its lifespan and needs to be updated (auto renewals, multi-year sales, security, etc.)

EFCL Communications Officer J. Joe reviewed her role and the backend processes of the EFCL website. She reviewed that all Board Member have a private District login with specific permissions and access to Board Resources and Events. She asked Board members to contact her with any issues related to their Logins or corrections the website. Every league also has a login allowing them to add events to the calendar, as can Board Members. She also briefly reviewed some Google Analytics website traffic statistics, and the private Facebook group called 'EFCL League Members'. Blogs are also a possible function if the Board wishes. EFCL staff will be meeting with the current website provider soon to discuss some new functions. J. Booth added that the Online Store is working beautifully so it should not change.

Action Items: J. Booth to draft Terms of Reference for the proposed EFCL Communications Committee with the assistance of R. Feroe. Add "formation of EFCL Communications Committee" to the June Board meeting Agenda.

A. Bolstad advised that there would be a capital budget request for the necessary website improvements. Memberships are critical to the success of league and the EFCL and the Board needs to continue to develop, promote and put resources into this exercise.

6.0 Decision / Discussion Items

6.1 AGM Draft Agenda

A. Bolstad reviewed the draft AGM agenda, highlighting certain items. He asked Board members to advise if they will be running again, or retiring at the end of their current term or at the AGM. He will be communicating to the leagues in District L that it does not currently have a Representative. All Board members serve a two year term, to a maximum of three consecutive terms. There is a spreadsheet tracking Board Member term dates.

Agenda changes/additions discussed:

- F. Porter to include clarification regarding the previous and current status of the EFCL's Bylaws in the President's Introduction/Comments.
- Consensus was to move Item 7.1 to become Item 6.0 as a table discussion item and adjust the agenda numbering accordingly.
- Add "Adjournment at 9:30pm" to the Agenda.

There was discussion at length regarding including acknowledgement of Treaty Six Territory in EFCL email signatures and/or at meetings of the EFCL and/or leagues. Further discussion was tabled pending arranging an informational/educational presentation(s) to the Board in this regard.

18-05-10-04 MOVED: "That the Board approve the AGM agenda with changes as discussed, and that it be circulated to EFCL Members with the advance notice required."

By: L. Kohn / T. Elliott

CARRIED

6.2 EFCL Bylaw Adjustments

A. Bolstad reported that Alberta Consumer and Corporate Affaires had reviewed the EFCL's Bylaw changes submission. They advised there were three minor deficiencies regarding wording. He reviewed the suggested corrections the deficiencies.

18-05-10-05 MOVED: "That the following Special Resolutions be presented at the June 5, 2018 AGM for adoption by the Membership:

Be it resolved that the attached bylaws be adopted by the Edmonton Federation of Community Leagues and that all previous bylaws are repealed and rescinded (refer Appendix 1 Attached)

Be it resolved that the attached objectives be adopted by the Edmonton Federation of Community Leagues and that all previous objectives are repealed and rescinded. (refer Appendix 2 Attached)."

By: T. Elliott / L. Kohn

CARRIED

6.3 EFCL Policy Changes

F. Porter reviewed the proposed EFCL Policy Changes as previously discussed. Discussion ensued, especially regarding the wording of Recommendations 5. and 1., with some minor revisions made to wording prior to motion/approval.

18-05-10-06 MOVED:

"1. That the Board restrict bank signing authority to its four Executive Officers, and that this only be lifted by a board motion designed to address temporary extraordinary circumstances.

2. That any contractor hired for a period in excess of six months be done so through an open competition.

3. That the Board Executive Committee review all board policies at a meeting in the first quarter of each year to ensure that the Board is in compliance.

4. That EFCL staff be assigned to board committees as advisors or administrative support.

5. That EFCL Policy 5.4.7 (Complaints) be amended so that complaints from employees about the performance of the Executive Director be directed to the Human Resources Committee and in the absence of an HR Committee, to the EFCL's Executive Committee.

By: R. Barber / R. Feroe

CARRIED

6.4 100th Anniversary Project Fund

A. Bolstad reviewed and explained the rationale regarding the recommendations. Questions and discussion ensued. M. Makarechian provided a background explanation regarding the second recommendation to move funds back to restore the EFCL's Contingency Fund to the recommended level of \$200,000. He referred to Note 7. on page 7 of the audited financial statements.

18-05-10-07 MOVED:

"1. That the EFCL Board recommend to the Membership that the 2017 EFCL budget surplus be allocated to the EFCL 100th Anniversary Project Reserve Fund.

2. That the EFCL Board move \$100,000 from the 100th Anniversary Project Reserve Fund to the EFCL's Financial Stabilization Reserve."

By: M. Makarechian / L. Kohn

CARRIED

6.5 EFCL Marketing Plan

A. Bolstad reviewed the goals of the Marketing Plan. Discussion ensued.

18-05-10-08 MOVED: "That the EFCL Board authorize a marketing plan, at the cost of \$25,000, to raise the profile of the Edmonton Community League movement."

By: T. Elliott / G. Martinson

CARRIED

6.6 EFCL Live Active Program Extension

A. Bolstad advised that a response was expected in the next week from the Edmonton Sport Council regarding continued funding for this program.

18-05-10-09 MOVED: "That the Board allocate \$8,300 to extend its Live Active Program until December 21, pending receiving matching funds from the Edmonton Sport Council."

By: T. Elliott / L. Kohn

CARRIED

6.7 Live Active Advisory Committee

A. Bolstad advised that former EFCL Board member Rob Agostinis was interested in representing the EFCL on this committee.

18-05-10-10 MOVED: "That the Board appoint Rob Agostinis to sit as the EFCL's representative on the Live Active Advisory Committee."

By: T. Elliott / L. Kohn

CARRIED

6.8 Winter City Advisory Committee

A. Bolstad advised that former EFCL Director and long-time Winter City Advisory Committee member David Dodge no longer wishes to sit on the committee.

18-05-10-11 MOVED: "That the Board support a representative of the EFCL to sit on the City of Edmonton's Winter City Advisory Committee."

By: T. Elliott / M. Makarechian

CARRIED

6.9 Special Board Meeting

A. Bolstad advised that the shortlist of applicants for the EFCL Executive Director position had been narrowed to 12 candidates and that interviews would commence the next week. The final Board review meeting was set for May 24 at lunchtime at the EFCL where the Search Committee will present its rationale for their hiring recommendation.

18-05-10-12 MOVED: "That the Board approve May 24th from Noon to 1pm for a Special Board Meeting to approve the hiring of a new Executive Director."

By: L. Kohn / R. Barber

CARRIED

6.10 Servus GIC Reinvestment

F. Porter advised that Servus had advised the EFCL has a \$500,000 GIC maturing on June 12th and the Board needs to confirm how to proceed regarding reinvestment.

18-05-10-13 MOVED: "That the Board approve the reinvestment/ renewal of the \$500,000 Servus GIC (principal and interest) maturing on June 12th as recommended by EFCL staff in consultation with Servus staff."

By: M. Makarechian / L. Kohn

CARRIED

18-05-10-14 MOVED: "That EFCL staff research the possibility of investing the funds in the operating account into a higher interest bearing instrument and report back at the June Board meeting."

By: M. Makarechian / R. Barber

CARRIED

6.11 Extension of Interim Executive Director's Contract - Moved to Private Matter

7.0 News from the City of Edmonton

C. Shannon clarified that community leagues do need to obtain applicable licensing for their events, even on their licensed land i.e. serving alcohol, bouncy castles, fireworks. There is an online application.

Abundant Communities holds a meeting the second Saturday of every month at Commonwealth Stadium in the Green and Gold room. Anyone interested is welcome to attend. There is also an evening meeting on Wed. May 23rd 5-6:30pm at the Anvil Coffee House.

7.1 CLIP Program Update

A. Bolstad reported that the City's update report would be included in the June Board meeting package. He briefly highlighted that program is being used more extensively again, and is almost fully subscribed again. We will want to review the program in the future to see if the funding limits need to be tweaked etc.

7.2 City Budget Process

A. Bolstad reviewed that the City now has a four year budget process. The EFCL needs to put in a significant request this year to move toward fulfilling the goals set out in its Strategic Plan and Business Strategy that was completed a few years ago. It now needs a multi-year budget and the City is pushing the EFCL to move ahead. Finding a new space/location is also part of the process. This is a major exercise the new Executive Director can take part in. The suggestion is to put forward a separate Service Package request for a significant amount of funding over the four years. Administration does not comment on the package, and presents it as an "unfunded request" for decision by Council. The City requested an outline to be submitted by the end of June, and the deadline has been extended to July 13th. The EFCL needs to provide the bottom line numbers by this date. Aug.20th is the City deadline for the final details of the Growth Strategy. C. Shannon advised that the business case needs to be really solid.

Action Item: A. Bolstad to commence work on a Service Package with the EFCL Executive Committee, with the assistance of the C. Shannon and M. Makarechian.

C. Shannon reported that regarding Item 1. on the Works in Progress list on page 66 of the agenda regarding sub-dividing community leagues, that an Operating Policy was drafted for the EFCL's consideration by the City in November, and needs to be discussed and approved. She resent an electronic copy to A. Bolstad.

Action Item: Add "approval of community league sub-dividing Operating Policy" to June Board meeting agenda. A. Bolstad to distribute and/or publish the draft policy in the agenda package.

Regarding Rollie Miles Park redevelopment, C. Shannon reported that there is an update report going to city council on July 4th. There have been no decisions made. It is also an unfunded project. There is still opportunity for the EFCL to be part of the new recreation centre if it is built, but the key issue is that it is shared with the community, and it is up to the community to prioritize office space. Thus, the EFCL's Business Case needs to be completed in order to obtain community support. C. Shannon confirmed that her office will assist with the Business Case. Alternate office spaces should also be investigated.

Action Item: Rollie Miles Business Case to be completed with the assistance of C. Shannon.

8.0 Discussion Items

8.1 Inventory of Community League Assets

R. Barber reported that at a recent league President's meeting in his District, it came up that leagues would like to have an Infrastructure Asset Inventory developed. They would like to have an inventory of all of their infrastructure assets that are City-related listed in a spread sheet document. This would potentially give leagues and their Districts a good idea of all of the available assets in the District, including from community league halls and rinks, to trail systems and other assets. Discussion ensued.

F. Porter advised that her husband Jason, an infrastructure planner and manager, has volunteered to work on a pilot asset infrastructure inventory document with a community league.

Action Item: The league selected for the pilot to contact F. Porter.

8.2 Community League Rink Survey - Tabled to June Board meeting

9.0 Exemptions

18-05-10-15 MOVED: "That agenda Items 10.0 through 12.0 be accepted for information, except Item 10.6 which was exempted for discussion."

By: T. Elliott / L. Kohn

CARRIED

10.0 Information Reports - Accepted as presented.

10.1 EFCL Hires Summer Students-

10.2 100th Anniversary Project Timeline

10.3 Great Neighbour Race

10.4 Healthy Leagues

10.5 Executive Director's Report

- New Director for District G

- 2017 Annual Report- A. Bolstad advised that District Reports are not required from District Directors this year.

- Rollie Miles Recreation Facility

10.6 New Sustainability Director /EFCL Staff Update

A. Bolstad reported that the EFCL's new Sustainability Director was hired, Ronak Patel, and Andrew Rock was hired as a summer student to assist with summer special events. The EFCL is in the process of hiring an Indigenous Inclusion Project Coordinator, and long-time EFCL Planning Advisor, Bev Zubot, is retiring at end of June and will remain on staff part-time.

Action Item: A. Bolstad to send new staff introductions to EFCL staff and board and publish them in the EFCL newsletter.

11.0 Correspondence - Accepted for information.

11.1 EFCL Letter on Residential Speed Limits

11.2 Letter from City of Edmonton Budget Office

12.0 Work In Progress - Accepted for information.

13.0 District Updates / Feedback - Tabled to June Board meeting.

14.0 Private Matters - The Board went 'in camera' for Private Matters at approximately 9:30pm.

14.1 EFCL Facility Rentals

14.2 100th Anniversary Project

14.3 Staff Survey

14.4 Extension of Interim Executive Director's Contract (moved from 6.11)

15.0 Next Meeting/Announcements

15.1 EFCL Board meeting - Thursday, June 14, 2018, EFCL Offices

16.0 Adjournment - The Board meeting adjourned at approximately 10:40pm moved by M. Makarechian, seconded by L. Kohn.

6.0 Decision Items

MEETING DATE : June 14, 2018
AGENDA ITEM # : 6.1 – EFCL Growth Strategy/Board Workshop
PREPARED BY: Allan Bolstad, Executive Director

Item 6.1

Recommendation:

That the board select a date during the week of June 25 for a workshop on the EFCL's Growth Strategy.

Report:

The EFCL is in the midst of preparing a growth strategy, so that it can do a better job of providing services to its members and the City of Edmonton.

The growth strategy will cover all aspects of our operation, including community planning services, communication and liaison with our leagues, board training, broadening our reach and diversity, marketing and promotion.

Naturally it will draw heavily on the work the federation did on its strategic plan and business plan, created in 2014 and 2015, respectively.

The focus of this effort will be to properly describe and cost out the resources the federation will require to meet its goals. This will include staffing costs, administrative costs and space requirements.

One key objective of this exercise will be to help the federation provide a multi-year budget, which will contain a four-year financial request for the city to consider.

Unfortunately, we have a quite a short time frame in which to do this work. Specifically, the city's budget office wants to know how much money the EFCL will be asking for by July 13. The multi-year budget, complete a rationale for the request and details of what will be accomplished needs to be finalized by mid-August.

Staff has just started to work on the strategy. Our new executive director, Laura Cunningham-Shpeley, will join this exercise at a meeting on June 13. She will also be meeting with a number of city councilors and the city manager in the latter part of June to alert them to this project and get their initial input.

The EFCL is also considering the possibility of hiring a consultant to oversee this exercise and do some of the background research. A proposal from David Muddle of Western Management Consultants (who did the EFCL's Strategic Plan) will be ready for the board to consider just prior to the June 14 board meeting.

The objective of the board workshop in late June is to get the input from the directors. This information, combined with feedback we get from members of city council, will help us refine the strategy. The revised document will then be brought to board at its meeting in July for consideration and ratification.

MEETING DATE : June 14, 2018
AGENDA ITEM # : 6.2 – July Board Meeting Date
PREPARED BY: Allan Bolstad, Executive Director

Item 6.2

Recommendation:

That the board meet on July 5, 2018.

Report:

The board of directors normally meets once each summer to review activities planned for the months of July and August and September.

This year, it is recommended that it meet in early July, in order to finalize its four-year request for funding from the City of Edmonton (2019-2022). These numbers need to be into the city's budget office by July 13.

Normally, our board would meet on the second Thursday, which is July 12. However, our new executive director, Laura Cunningham-Shpeley, will be away on a vacation to Britain from July 9-27. It would be much better if Laura was able to attend this meeting, as it will be important to have her input on the budget figures and for her to know what the board wants to do.

If July 5 is unworkable, then it is recommended that the board select July 4th, 3rd or 2nd, in that order, for the meeting. The EFCL needs as much time as it can get to prepare these budget documents.

MEETING DATE : June 14, 2018

Item 6.3

AGENDA ITEM # : 6.3 – Live Active Program Extension

PREPARED BY: Chantelle Zimmer, Community Active Recreation Consultant/Allan Bolstad, Executive Director

Recommendation:

The board provide \$21,100 to extend its Live Active Program until February 1, 2019.

Report:

The EFCL's Live Active Program has focused on two main projects over the last nine months: 1) Community League Walking Program; 2) Children's Physical Literacy Pilot Project. (Please refer to the next attachment to learn more about these projects).

Since our Annual General Meeting on June 5 where we presented our Live Active Strategy, two community leagues have expressed interest in the physical literacy pilot project and other individual members in the walking program.

The primary activities of the extension will involve expanding the physical literacy pilot project to include 3-4 additional community leagues, coordinating two urban poling leadership training sessions for fall, and providing on-site community support for the walking program. Other duties will include working with Program and Sport Directors to determine future Live Active projects, representing the EFCL at the Live Active Summit this fall, and exploring grant, sponsorship, and partnership opportunities to make the program a permanent part of our operations.

Board members will recall that a motion was passed at the May 10 board meeting to fund the program to the end of the year, pending support from the Edmonton Sport Council. Unfortunately, the Sport Council has determined that it cannot afford to take part.

An allocation of \$21,100 will cover the wages of the Community Active Recreation Consultant and costs associated with the Live Active programs until Feb. 1. We should know by mid-December if we have been able to get funds elsewhere, including from the City of Edmonton, to continue the program next year.

Below is a breakdown of the costs.

Employee Contract Terms and Costs

- Hours: Up to 25 hours per week (0.67 FTE)
- Remuneration: \$22 per hour
- End Date: February 1, 2019
- Total Wages: \$17,600

Program Costs

- Urban Poling Instructor Certification Course: \$500
- Urban Poling Refresher Session: \$300
- Purchase of Urban Poles: \$700
- Purchase of Sport Explorerz Equipment: \$2,000
- Total Program Costs: \$3,500

As the EFCL's 2018 budget has already been allocated, funds for this program will have to come from the federation's unrestricted reserves.

Board members will recall that a total of \$172,000 was identified in unrestricted reserves by our auditor in his 2017 report. Since then, the board has approved transferring \$47,000 to its 100th Anniversary Project and spending \$25,000 on a new marketing initiative. In addition, the federation would like to hire someone on a part-time contract to provide administrative help for our promotions and events, including our 100th Anniversary Project. More information on this position will be presented at the board's meeting in July.

Live Active Program Extension

Background Information

1. Community League Walking Program

The EFCL received a Recreation and Physical Activity Project Grant in 2016 from Alberta Culture and Tourism. The grant was used to launch the walking program in 20 community leagues. Of those initially provided training and urban pole starter kits, 14 continued a walking group in their neighbourhood throughout 2017. Program leaders recommended the EFCL organize more training sessions to build leadership and capacity in members, which would help with program expansion and sustainability. Two urban poling leadership training sessions were held April 7 and May 12. A total of 17 community league members attended and responses were overwhelmingly positive (see image below).

To further contribute to the program's sustainability, the EFCL created a program manual and resource guide for program leaders. The information in this guide is intended to help leaders develop, promote, deliver, evaluate, and sustain their walking program. To view the guide, visit the [EFCL website](#). Urban poles were also added to our membership supplies order to make them more affordable (i.e., bulk discount) and urban pole rentals are currently being trialed as an alternative to purchasing poles.



COMMUNITY LEAGUE WALKING PROGRAM Urban Poling Leadership Training Evaluations

Questions	Average Rating
New Walking Program Leaders	
Rank your personal knowledge of urban poling at the start of the session.	2.28
Rank your personal knowledge of urban poling at the end of the session.	4.61
Current Walking Program Leaders	
Rank your personal knowledge of urban poling at the start of the session.	3.38
Rank your personal knowledge of urban poling at the end of the session.	4.50
On a scale from 1 to 5 1 = Not at all knowledgeable and 5 = Extremely knowledgeable	

What were you expecting to learn coming into this session?

- 6 = Urban poling teaching techniques and tips
- 4 = New ideas for the walking program
- 3 = Review of the urban poling workout
- 3 = How to organize and lead a walking group
- 2 = Learn about what other Community Leagues are doing for their program
- 1 = How to facilitate an urban poling instructor course

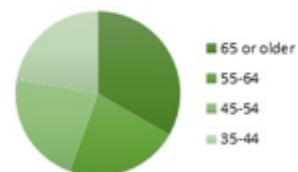
Did the session meet your expectations? Why or why not?

- 15 = Yes
- 5 = Great ideas and tips
- 4 = Exceeded expectations, outstanding and inspirational session
- 3 = Feel comfortable and confident to teach
- 2 = Excellent and knowledgeable instructors
- 2 = Like sharing information with other Community Leagues
- 1 = Very informative manual to get started

How will you use what you learned during the session to start or improve your League's walking program?

- 2 = Implement the ideas to address the needs of people with different skill levels
- 2 = Will incorporate ideas and tips into the program
- 2 = Use the information to assist another Community League member with starting and running the program
- 1 = Know where to send people if their Community League does not have a program
- 1 = Incorporate stretches into the program
- 1 = Not scared to start a program now
- 1 = Hope to start a program

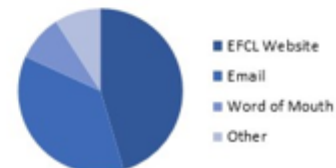
Age (Years)



Gender



How Did You Hear About the Session?



Note: Responses are based on 17 members who completed the training session evaluation.

2. Children's Physical Literacy Pilot Project

General Findings

A survey was administered to community leagues in September 2017 to determine the type and number of direct and indirect programs offered for children and youth during out of school time. 64 of 157 community leagues responded.

Direct Programs: 47 of 64 community leagues directly organize programs for children and youth (i.e., volunteer led). The following programs are ordered from most common to least common.

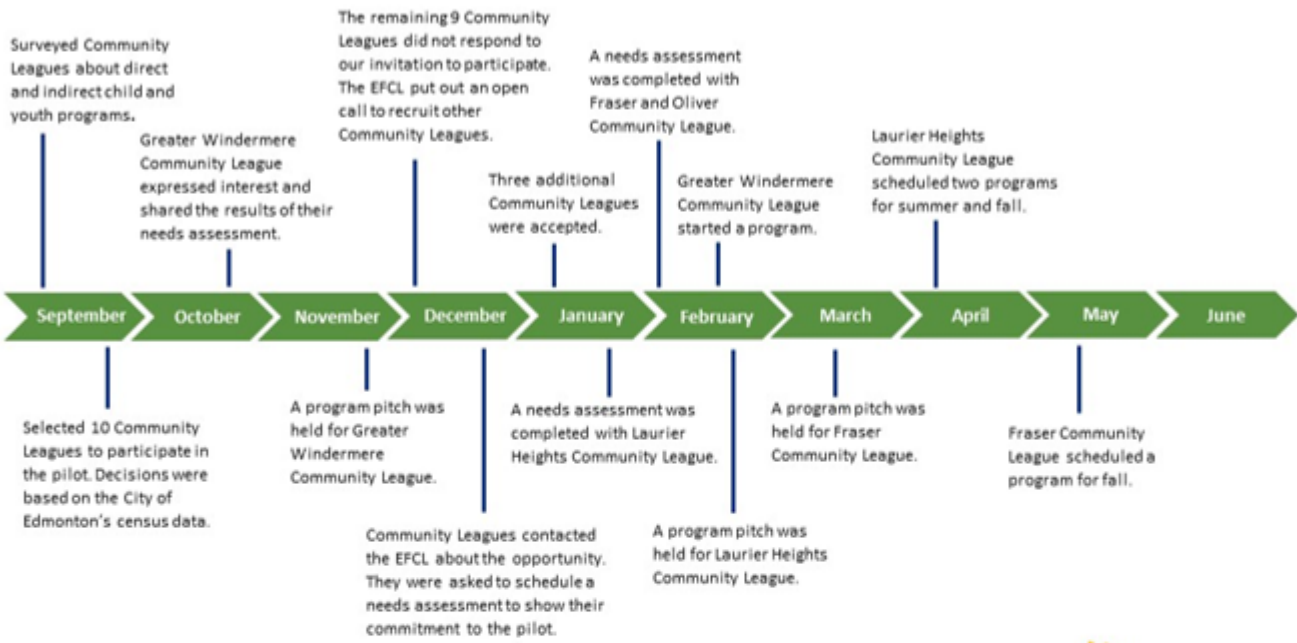
- | | |
|--------------------------|-----------------------------|
| 1. Skating (24) | 12. Language Class (2) |
| 2. Free Play (7) | 13. Arts & Crafts (1) |
| 3. Soccer (5) | 14. Basketball (1) |
| 4. After School Club (3) | 15. Biking (1) |
| 5. Playschool (3) | 16. Bowling (1) |
| 6. Tennis (3) | 17. Community Gardening (1) |
| 7. Dance (3) | 18. Gymnastics (1) |
| 8. Music Lessons (2) | 19. Hockey (1) |
| 9. Sport Camps (2) | 20. Parent-Tot Group (1) |
| 10. Tobogganing (2) | 21. Sport Explorerz (1) |
| 11. Yoga (2) | 22. Tutoring (1) |

Indirect Programs: 60 of 64 community leagues have other organizations deliver programming for children and youth in their community. The following programs are ordered from most common to least common.

- | | |
|---------------------------|---|
| 1. Swimming (39) | 13. Dance (3) |
| 2. Soccer (37) | 14. Open Access to Community Recreation Centres (3) |
| 3. Hockey (9) | 15. Softball (3) |
| 4. Green Shack (8) | 16. Sportball (3) |
| 5. Girl Guides (7) | 17. Yoga (2) |
| 6. Boy Scouts (7) | 18. Skiing (1) |
| 7. Skating (6) | 19. Stick & Puck (1) |
| 8. Martial Arts (5) | 20. Tennis (1) |
| 9. Zumba (4) | 21. Theatre (1) |
| 10. After School Club (3) | 22. Walking (1) |
| 11. Baseball (3) | |
| 12. Biking (3) | |

A pilot project was developed shortly after. The purpose of the project is to increase quality active play, active recreation, and sport opportunities for children 0-12 in local communities. This age range was chosen because it is the prioritized demographic in the Live Active Strategy. To learn more about the project, see the timeline.

CHILDREN'S PHYSICAL LITERACY PILOT PROJECT



Note: A 5th Community League was initially approved to participate, however, they did not follow through with the pilot activities. Because of this, two additional community leagues that expressed interest were given the opportunity to participate but the timelines did not work for them.



All programs will be evaluated by parents and board members to determine if progress has been made towards our strategic priorities and the outcomes of the Live Active Strategy. Parent responses from Greater Windermere are below.



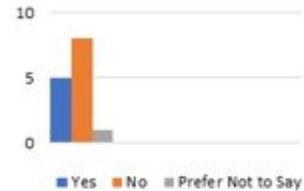
CHILDREN'S PHYSICAL LITERACY PILOT PROJECT Greater Windermere Community League

Questions	Average Rating
The program was accessible for my family.	4.79
The program provided quality physical activity experiences for my child.	4.79
My child is more motivated to be physically active.	4.21
My child is more confident to participate in physical activity.	4.29
My child demonstrates greater physical competence in basic movement skills.	4.43
My child felt included in the program.	4.79
My child formed a friendship with at least one other child in the program.	3.07
I have noticed a positive impact on my child's overall well-being.	3.86
I am more likely to register my child in active play, active recreation, or sport programs my Community League offers in the future.	4.64
I believe active play, active recreation, and sport programs make my neighbourhood a more desirable place for families to live.	4.93
On a scale from 1 to 5 1 = Strongly Disagree and 5 = Strongly Agree	

What were some of the reasons you chose to register your child(ren) in the program?

- 5 = Close to home
- 4 = Physical activity
- 4 = Good program
- 2 = Convenient time
- 2 = Socialization
- 2 = Introduction to sport
- 1 = Cost
- 1 = Discover interests
- 1 = Something to do

Did You Participate in the Needs Assessment?



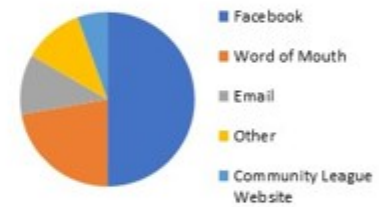
Were your expectations met? Why or why not?

- 12 = Yes
- 6 = Great program and coaches
- 4 = Child enjoyed the program
- 2 = Cancellations were frustrating
- 1 = Child burned energy

Please share any other comments you have about the program your child(ren) participated in.

- 5 = Good program and coaches
- 4 = Schedule changes were frustrating

How Did You Hear About the Program?



Note: Responses are based on 14 parents who completed the program evaluation.

MEETING DATE : June 14, 2018

Item 6.4

AGENDA ITEM # : 6.4 – Londonderry Community League Receivable

PREPARED BY: Allan Bolstad, Executive Director

Recommendation:

That the EFCL enter into discussions with Londonderry Community League in an effort to recoup \$7,835 in outstanding expenses.

Report:

The EFCL continues to show on its books an expense of \$7,835 that was incurred during the time it ran the league's hall (May, 2015 – fall, 2016).

This represents the shortfall between hall rental revenues, which the EFCL retained, and expenses such as hall manager wages, utility bills, waste collection, maintenance and minor repairs, all of which were paid by the EFCL.

When the EFCL returned the hall to the league, it was eligible for reimbursement.

This is spelled out in Section E of Article 42 of the tripartite license agreement that was signed by Londonderry, the EFCL and the City of Edmonton in 2011. It reads as follows:

"The Federation has the right to seek reimbursement from the League for any costs incurred during the time the Federation managed the Site."

Typically, the EFCL gives the league some time to get back on its feet before it seeks reimbursement.

In this case, the EFCL took over the hall in May, 2015, when it was clear that the league could no longer afford to do so. It returned the hall to the league after an EFCL-lead membership drive recruited 93 new members in the spring of 2016. This produced a new league executive, which was able to get the league back on its feet and start running the hall by the fall of that year.

It should be noted that the City of Edmonton also incurred a number of expenses through this exercise, including about \$24,000 in unpaid utility bills the day the league relinquished its hall to the EFCL.

MEETING DATE : June 14, 2018

Item 6.5

AGENDA ITEM # : 6.5 – EFCL Office Space

PREPARED BY: Colin Johnson, Director of Governance & Programs/Allan Bolstad,
Executive Director

Recommendation:

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.

Report:

The EFCL has been well served in its present location at 7103-105 Street, which it leases from the City of Edmonton for \$1 plus utilities and maintenance costs.

It is centrally located and is well designed to accommodate the office and meeting room needs of the organization. It has also been our historical home for approximately 50 years, and has been the subject of over \$100,000 in EFCL-financed renovations over the past decade, including about \$15,000 in on-site landscaping.

In addition, it has room to accommodate our growth needs for the next few years, if we double up on some offices and reduce the size of our reception area and/or one of our boardrooms.

Perhaps most importantly, it has been very economical for the EFCL to utilize this space.

This became evident last week when EFCL staff investigated the possibility of leasing space in the Orange Hub, which is the former Jasper Place Campus of Grant MacEwan College. The City of Edmonton purchased this facility last fall and is now leasing to both non-profit groups and commercial enterprises.

Comparable space in the Orange Hub would cost the EFCL approximately \$100,000/year to lease, which is roughly a 300 per cent increase over the \$35,000-\$40,000 we pay each year to be here.

It is felt that the Orange Hub is probably one of the best alternatives the EFCL could find, given its location, interior design and lease rates. Commercial space, which we still need to investigate, is expected to be even more expensive.

Without an increase in our budget, we would have to make significant cuts to our operations cover the cost of new office space.

Consequently, it is in the federation's best interest to remain in this location as long as possible.

It is also important that we make our position known to the City of Edmonton as soon as possible.

As reported to the board last month, the City of Edmonton is in the process of redesigning Rollie Miles Park, which is where our building is located.

Specifically, it wants to construct a new recreation facility in the park, featuring a pool, a gymnasium, a fitness facility and some meeting rooms.

Unfortunately, no space has been set aside in this facility for the EFCL.

According to park project manager Corinne Bishop, the federation did not submit sufficient documentation in time for the city to include the EFCL in its plans. While we did send in a draft office space design by the March 15 deadline, we did not present a business case describing why we should be in this facility or any kind of report summarizing our efforts to find alternative locations.

Hence, the department is sending a concept plan to city council in July without referencing the needs of the EFCL. According to Corinne, it will also note that the city administration will bring forward the park project for funding this fall, when council considers the 2019-2022 capital budget.

If and when this facility is constructed, the city intends to demolish the current EFCL building and replace it with grass and trees.

Consequently, the federation will need to move quickly to make its case and submit the required documentation if it is going to have any chance of having its needs considered.

MEETING DATE : June 14, 2018

Item 6.6

AGENDA ITEM # : 6.6 – 100th Anniversary Committee Terms of Reference

PREPARED BY: Nora Begoray, Dir. of Business Development, Projects & Promotions

Recommendation:

That the board approve the following terms of reference for the 100th Anniversary Steering Committee.

Report:

Terms of Reference

Title: The 100th Anniversary Steering Committee

Purpose /Role of the group:

- This committee was created to conceive, design, plan and execute a project celebrating the 100th Anniversary of the EFCL
- The EFCL's 100th Anniversary is in 2021
- The group was established in 2012

Membership:

- The committee will have a minimum of 5 and a maximum of 10 members, recommended by the committee and appointed by the EFCL board of directors.
- One member of the committee will be a member of the EFCL Board of Directors and will serve as the liaison to the EFCL Board of Directors
- EFCL staff will be represented by the Executive Director and the Business Development Director
- The committee will elect a committee chair to coordinate the meetings and work of the Steering Committee

Accountability:

- The committee develops the recommended budget, plan and activities to the EFCL Board of Directors, for the board to approve.
- The committee reports to the EFCL Board of Directors with updates or recommendations following each committee meeting.

Review:

- On an annual basis the committee will assess its progress towards completion of the 100th Anniversary Project
- This information will be presented at the Annual General Meeting of the EFCL

Working Methods / Ways of Working:

- The committee is a collaborative decision making body which provides recommendations to the Board of Directors of the EFCL regarding the 100th Anniversary Project
- The group may, as needed, form sub-committees to complete work related to specific aspects of the 100th Anniversary Project

- Meetings will be held as needed, but no less than 4 times per year
 - Meetings will be scheduled by the chair of the committee with the support of EFCL staff
 - Any member may request items be added to the agenda of the meeting either in advance or at the beginning of each meeting
 - Quorum for meetings is 50% of the membership of the committee
- Administrative support for the committee will be provided by the EFCL staff

Definition of Terms:

- EFCL means Edmonton Federation of Community Leagues

MEETING DATE : June 14, 2018

Item 6.7

AGENDA ITEM # : 6.7 – Great Neighbour Race

PREPARED BY: Nora Begoray, Dir. Of Business Development, Pojects & Promotions

Recommendation:

That the EFCL hold it fourth Great Neighbour Race on the last Saturday in April, 2019.

Report:

The EFCL has hosted the Great Neighbour Race for the past three years 2016-2018. This event has evolved through different registration and promotion formats as well as various run/walk/jog routes. Each year a modest amount of net dollar proceeds are raised and allocated to the EFCL 100th Anniversary project and a large amount of awareness and media attention is raised for the community league movement through the tv/radio/and social media event promotion.

This past year followed an event format that was very well received and appreciated by sponsors, volunteers and participants. The feedback indicated a strong desire to continue growing and improving the event.

Staff and the 100th Anniversary committee members believe that the Great Neighbour Race has great value to the EFCL and the leagues to advance our strategic directions and priorities.

- **Championing Leagues** – this event gathers media attention and provides a platform to promote the community league movement. The time of year is a beneficial counterpoint to Community League Day, fits with staff capacity and other EFCL major initiatives to help facilitate year-round awareness. The EFCL and the leagues are seen as supporting healthy recreation that is inclusive of all ages and all abilities.
- **Building Efficient Operations Model** – This event attracts sponsors and partners and provides race fees resulting in an event that at least covers its costs, with modest proceeds being donated to the EFCL 100th Anniversary project. Most other EFCL events are subsidized by the federation through its annual operating budget.
- **Growth** – this event has the opportunity to grow and expand to a full park festival, which can include traditional fun activities (sack race, egg on a spoon) as well as friendly competitions that could be between community leagues, by district or city-wide. The 2018 race included a city council team, a community league team, and an in-line skating team with many opportunities to support additional groups that would like to participate in the future.

Staff time is needed to resource this annual event. It will be much easier if planning is started one year in advance.

The race will be evaluated again next year.

MEETING DATE : June 14, 2018

Item 6.8

AGENDA ITEM # : 6.8 – Winter City Advisory Committee Representative

PREPARED BY: Allan Bolstad, Executive Director

NOTE: This item was postponed at the May Board Meeting

Recommendation:

That the Board of Directors select someone to represent the EFCL on the City of Edmonton's WinterCity Advisory Committee.

Report:

The City of Edmonton has put together an advisory committee to help implement its WinterCity strategy, which is all about promoting winter activities and welcoming visitors to Edmonton in the winter months.

The WinterCity Advisory Council has members both from the community and from City administration. It meets three times a year: the 2nd Tuesday of January, May and September. Advisory Council members also sit on one of its working groups. Traditionally, the EFCL rep has sat on the Winter Life Working Group, and has been a co-chair of the group. This group also meets three times a year: the 4th Tuesday of January, May and September. The group works on actions that support the two goals of the Winter Life Pillar, which are to make it easier for residents to play outside and providing more opportunities for outdoor activity.

The EFCL has had a representative on the advisory committee since its inception, seven or eight years ago. Most recently, our representative was executive director Debra Jakubec, who left the EFCL in March.

The federation may want to ask its new executive director to take on this role, as it will be an opportunity to meet other partner agencies and strengthen our connections with the City of Edmonton. However, our executive director will also be very busy with EFCL business in the first few months of their tenure, which is another consideration.

It was a pleasure to talk to you today. As you know, we've been very fortunate to have the EFCL involved with the WinterCity Strategy from its inception. We would really like to keep that relationship going; your organization brings a unique perspective to the initiative. With Debra leaving the EFCL, we would love to have someone else join us on the WinterCity Advisory Council.

For more information about the WinterCity Strategy itself, please see our City website: https://www.edmonton.ca/city_government/initiatives_innovation/wintercity-strategy.aspx

We also have an external website geared toward citizens. This is where we help to promote community league programs, rinks, and events: <http://www.wintercityedmonton.ca/>

And, we have two social media platforms:

Facebook <https://www.facebook.com/WinterCityEdmonton>

Twitter <https://twitter.com/WinterCityYEG>

If you'd like any more information, please let me know.

Cheers,

Isla.

MEETING DATE : June 14, 2018

Item 6.9

AGENDA ITEM # : 6.9 – EFCL And Community League Treaty 6 Acknowledgement

PREPARED BY: Robin Cisek, Indigenous Inclusion Project Lead//Allan Bolstad,
Executive Director

Recommendations:

- 1) That all EFCL general meetings commence with the reading of an approved land acknowledgment and that this recognition also be noted on its website.**
- 2) That the EFCL recommend that it leagues follow the same protocol.**

Report:

Through the delivery of the Calls to Action and Act of Reconciliation, Treaty 6 Land Acknowledgements have been introduced. A territorial or land acknowledgement is an act of reconciliation that involves making a statement recognizing the traditional territory of the Indigenous people who called the land home. Land acknowledgements have become increasingly common in non-Indigenous spaces, especially since the Truth and Reconciliation Commission (TRC) on residential schools released its 94 calls to action in 2015.

The goal of this EFCL Treaty 6 Acknowledgement is to encourage Community Leagues and EFCL staff to acknowledge Indigenous peoples on whose traditional territories we live and work. Given the board's role in policy development and strategic planning for the organization, this document would aid in achieving our goal of broadening our reach and diversity, specifically in giving a better understanding of Indigenous issues to further the reconciliation process and employ the 94 calls to action.

Meetings have been held with Bent Arrow, a prominent indigenous organization in Edmonton, and it has been discussed that in order to further communications and partnerships, these recommendations be upheld.

It was further recommended by Bent Arrow that the land acknowledgement occur prior to all EFCL and League meetings, as well as a written acknowledgment in email taglines.

While these steps may be something the EFCL and the leagues want to consider in the future, it is felt that we would have better success by pursuing a phased approach, beginning with the recommendations as presented.

Approved acknowledgements consist of the following, but may be adjusted or adapted for specific events and other uses so long as Treaty 6 territory and the signatories of Treaty 6 are recognized:

Gatherings and Meetings: Before we begin this meeting today, we would like to respectfully acknowledge that the land on which we gather is Treaty 6 territory and a traditional meeting ground for many Indigenous peoples. The territory on which this meeting is held provided a travelling route and home to the Cree, Black-foot, Saulteaux, Métis and other Indigenous peoples.

Website and Public Building: The EFCL would like to acknowledge the land on which we are located is Treaty 6 territory and a traditional meeting ground for many Indigenous peoples. The territory on which the Edmonton Federation of Community Leagues is located and operates has provided a travelling route and home to the Cree, Blackfoot, Saulteaux, Metis and other Indigenous peoples.

Information will be presented to Community leagues through a resource entitled: *EFCL Treaty 6 Acknowledgement Guide Document*. The EFCL recommends that Community Leagues use the following to create their land acknowledgement:

Meeting Land Recognition: We'd/ I'd like to respectfully acknowledge that the land on which we gather is Treaty 6 territory and a traditional meeting ground for many Indigenous peoples. The territory on which this meeting is held provided a travelling route and home to the Cree, Blackfoot, Saulteaux, Métis and other Indigenous peoples.

Website and other Land recognition: The Community League of _____, would like to acknowledge the land on which we are located is Treaty 6 territory and a traditional meeting ground for many Indigenous peoples. The territory on which the Community League of _____ is located and operates has provided a travelling route and home to the Cree, Blackfoot, Saulteaux, Metis and other Indigenous peoples.

MEETING DATE : June 14, 2018

Item 6.10

AGENDA ITEM # : 6.10 – Alcohol, Tobacco and Cannabis Sponsorship

PREPARED BY: Colin Johnson, Director of Governance & Programs/Allan Bolstad,
Executive Director

Recommendations:

- 1. That we present one question to the membership at the Fall General Meeting, asking whether or not the EFCL should accept donations from companies producing or distributing alcohol, cannabis, or tobacco.**
- 2. The EFCL staff research the questions presented by our members at the Annual General Meeting to produce a background document for the Fall General Meeting.**

Report:

Here are the general findings from the people who completed our survey at the Annual General Meeting.

- 41 people completed the survey
- A majority of respondents, 81%, supported having some sort of policy in place regarding sponsorship from alcohol, cannabis and tobacco companies.
- 76% of respondents believe the policy should be the same for all three industries. Among those who thought it should be different, 12% thought tobacco should be treated separately from alcohol and cannabis and 5% thought all three should be handled separately.

Specific Comments, Questions and Concerns

These could be summarized as follows:

1. There should be no support from these types of companies.
2. We need clarity around the difference between alcohol, cannabis and tobacco.
3. We have concerns around tobacco sponsorship specifically.
4. We need clarity on the rules around cannabis usage.
5. The impact of public perception.
6. A desire to know what other cities and associations are doing
7. Trends in sponsorship (history, comparison with other funding).
8. Concerns about these industries undermining attempts to create healthy communities.

The full comments are attached as an appendix to this document.

No donations reiterations	<ol style="list-style-type: none"> 1. Should not be accepting donations from these groups 2. We should not accept or advertising from Tobacco, Alcohol, and Cannabis co.'s 3. I am opposed to CL involvement with any of those. I suspect they have a lot of money that is currently an influence or attachment. Policy could fix that 4. EFCL shouldn't allow advertising of any corporation involved with any of these 5. No donations/ advertising from tobacco/ alcohol/ cannabis 6. The EFCL should keep arms length when dealing with companies who work in recreational drugs etc. 7. I think the EFCL could find other companies and better sponsors that represent the federation 8. Should not accept donations or advertising from any of the above 9. Not accept donations 10. Should not accept from these 3 groups 11. It will be good in the short term but cause problems in the long run
Medicinal cannabis	<ol style="list-style-type: none"> 1. Medical cannabis is an accepted health care product
Quality product concerns	<ol style="list-style-type: none"> 1. Care and attention needs to be paid to ensure any participation is from only top-quality firms
Same policy to all 3	<ol style="list-style-type: none"> 1. Medical cannabis advertising/ donations should be a priority 2. If you make the allowance for cannabis, you should make it for all 3 3. Any restricted substance should be covered in the same policy 4. Use the same guiding principles but perhaps a nuanced approach to each 5. A general policy on acknowledging donations/ sponsorship/ support 6. Need a donation policy
No to tobacco	<ol style="list-style-type: none"> 1. Tobacco is a no go to me. Where the other 2 have some research that say doing it in moderation is fine. 2. I think the same policy should be applied to all donations 3. Tobacco companies shouldn't be encouraged or emphasized 4. Tobacco companies should not be accepted. In Alberta, their companies are overwhelmingly not allowed to advertise and donate. Alcohol and cannabis should be accepted so long as they are ethical companies.
Local company promotion	<ol style="list-style-type: none"> 1. The EFCL should promote local companies as much as possible, not multi-national alcohol and tobacco companies
The kids	<ol style="list-style-type: none"> 1. It will help with community event fundraising but I wouldn't want the kids to know where the money came from ⇒ Look into: how presentations/donations/sponsorships will look through eyes of children and future effects 2. If company products are prohibited from minors (tobacco, alcohol, cannabis) the EFCL should probably keep their distance
Where do we draw the line?	<ol style="list-style-type: none"> 1. There may be other companies or industries that some find objectionable. Where is the line to be drawn?
Cannabis usage and rules	<ol style="list-style-type: none"> 1. Be well informed about current status of city, provincial and federal guidelines about cannabis policy 2. Inform community leagues about cannabis rules and policies 3. Current status of bylaw 4. Current legislation on donations. What are the current restrictions on the advertisement specific to alcohol tobacco. Cannabis etc.? 5. Should follow city guidelines to start with and build upon from there 6. Research cannabis in public places

Public Perceptions	<ol style="list-style-type: none"> 1. These types of donations should not be accepted. Reason: due to health reasons and inconsistent public views and perception of these products and information about them regarding their effects on humans 2. Donations always come with an expectation and peoples perceive that if you accept the donation you support their agendas 3. This type of advertising can be polarizing- accepting this could be seen as the EFCL endorsing these companies/ organizations. Unless the EFCL actively supports these companies / organizations, there should e a more conservative decision made (not in favor of this) 4. Will it be overt advertising or support like gaming funds?
Other cities and associations	<ol style="list-style-type: none"> 1. What approach have other cities taken? Denver? 2. Examples of positive impact of donations from these companies in other areas/ associations 3. What is the policy of other non-profit groups? 4. Best practices of other comparable organizations and communities
Ethical and responsible companies	<ol style="list-style-type: none"> 1. I think the EFCL should think carefully about donations or advertising by lots of companies/ organizations e.g.: political parties. If an organization is ethical and for the public good, I am fine with them. If they are partisan or non-sustainable they shouldn't donate or advertise
Public disclaimers	<ol style="list-style-type: none"> 1. I would accept donations. I would require advertisement to carry the usual disclaimer "pls drink responsibly" "smoking kills" and whatever Gov't comes up with for weed
Presentation	<ol style="list-style-type: none"> 1. Bring COE employees to presentation
Trends in sponsorship	<ol style="list-style-type: none"> 1. Has this been offered by these companies before? 2. Has the EFCL previously accepted donations from alcohol and tobacco companies, if so, how much and over how long? 3. How many times has EFCL been approached in the past? By who? What did the sponsor etc.? 4. Show us the trends in alcohol and cannabis NFP investment 5. Why do we need a policy when the EFCL accepts a casino fund? 6. How is this any different from CL's accessing gaining funds? 7. Would you consider narcotics companies? Big Pharmacies? How to decide?
Healthy communities	<ol style="list-style-type: none"> 1. This doesn't support healthy communities. How does this fit with the live active strategy? 2. None of the above promote healthy active family fun focused communities 3. This should be separate from community. Although they are legal, we need to ensure to promote healthy communities. There is enough advertising on this already. 4. The EFCL is attempting to address the health of Edmontonians via the live active initiative, accepting donations from these companies may appear contradictory to this.
Other questions and concerns	<ol style="list-style-type: none"> 1. Will community leagues benefit or only the EFCL? 2. Can companies help CL's in their areas?

7.0 NEWS FROM THE CITY OF EDMONTON

MEETING DATE : June 14, 2018
AGENDA ITEM # : 7.1 – News From The City Of Edmonton
PREPARED BY: Shari Johnson, Citizen Services Department

Item 7.1

News From The City Of Edmonton EFCL Board Meeting, June 14, 2018



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

Neighbourhood Recreation Programs Update

Summer Green Shacks

Thank you to all Community Leagues who provided the contribution towards the Summer Green Shack program, and your continued support for all of the Neighbourhood programs.

Summer Green Shacks will begin July 3 - August 23, and take place at 186 Neighbourhood Playgrounds. The Green Shack program will run Monday - Friday either 10 am to 1:30 pm or 2:30 to 6:00 pm. We currently have 24 sites that are extended hours and will run Monday - Friday from 10 am to 6 pm in neighbourhoods with identified need. For information regarding the Green Shack program please visit edmonton.ca/greeshacks.

Pop Up Play

Pop Up Play program will be running half time: twice a week either 10 am to 1:30 pm or 2:30 to 6:00 pm. The program will be available twice per week for a 3.5 hours each day in 38 sites. For site specific information, please visit: edmonton.ca/popupplay.

Flying Eagle

Sixty-four neighbourhoods will have the Flying Eagle program to complement the Green Shack program for one week teaching children about Indigenous traditions and culture. For more information, please visit: edmonton.ca/flyingeagle.

Water Play

District Spray Parks and Neighbourhood Spray Parks are now operational. To find a Spray Park near you, or to get updated notifications about your Spray Park, check out the City of Edmonton's [webpage](#). Six District Water Play programs (Jackie Parker Park, Mill Woods, G.Edmund Kelly, Glengarry, Castledowns and Callingwood) will provide staffing on weekends in June, and 7 days a week July - August.

Our Summer Drop-in Guide, which features Green Shack, Water Play, Pop up Play, Flying Eagle, Skateboard Parks and Youth Programs is now available on the [website](#).

Upcoming Training

Neighbourhood Recreation Experiences is inviting Community Volunteers to attend their train the trainer course:

Looking for different ideas and activities to offer at your summer programs and events?

Learn a number of different fun activities like Wide Games, Preschool Games, Science, Nature, and more! Come join us at the field behind Kinsmen Sports Centre to take part in our Summer Staff Training.

When: Tuesday, June 26th, 2018

Where: Kinsmen Sports Field

Who: Community Volunteers Ages 17 +

To register and for more information regarding session content and descriptions please go to:

nreSummerPrograms.eventbrite.com

Youth Programs Update

The Neighbourhood Recreation Experiences Team is excited to introduce a new program model for Youth that will be offered year round. Starting in July a free, drop-in youth program will be offered in six major City of Edmonton Recreation Centres:

- Terwillegar
- The Meadows
- Clareview
- Commonwealth
- St. FX
- Millwoods

The program branded "YEGyouth" will be open to youth ages 13 -17 who are members and non-members. No fee is attached to the program--participation is free, and no registration is required. Youth can drop in to the program, which runs for three hours once a week, to participate in sports, art, fitness, cultural activities etc. We will continually be exploring with, and introducing youth to new experiences and activities. In the fall this program will be expanded to include up to six neighbourhood/school locations. Information about the Summer Youth Drop-In program can be found on the City's website [here](#). The poster for all of our Summer Youth Programs and Events can be found [here](#).

The Neighbourhood Recreation Experiences Team will continue to host Free Youth Events this summer. Information for these events can be found on the City's website [here](#). Youth can follow us on Facebook and Instagram as well.

Coliseum Drop-In Recreation Activity Area

This summer, Neighbourhood Recreation Experiences is animating the parking lot at the Coliseum. Basketball hoops, hockey nets and temporary skateboard equipment will be made available for unsupervised, spontaneous, public use, daily, from 5 am - 11 pm. It opened the end of May and will remain until mid-September. The space will also be utilized for both City of Edmonton events and other user groups. The poster for the Drop-In Recreation Activity Area can be found [here](#). Basic information about the activities at the Coliseum can be found [here](#). (We will be adding more to this page in the near future as it just has a brief description).

Leaders in Training

The Leaders In Training Program has started to take applications and will be hosting registration nights in May and June. Check out the LIT application process [here](#). Each District Office will be receiving copies of the application form. Applications forms can also be picked up at any City of Edmonton Recreation Centre. Historically, Recreation Centres and Attractions have had a separate youth volunteer program called Step Up. As part of our section's goal of integration and consistency the two programs have been combined into the LIT Programs and the capacity of the program has grown. LIT's can volunteer at day camps running at Muttart, the Zoo, John Janzen, John Walter, River Valley, City Arts, Neighbourhoods, at any Green Shack location and with the Flying Eagle Program which has an Indigenous focus.

Summer Daycamps

Our Neighbourhood Registered Day Camp Programs offer a variety of themed experiences for children ages 3 -12. With camps hosted by Community Leagues across the city, there's bound to be an exciting and engaging program near you.

Registration for Daycamps opened on March 14, 2018. You can register using one of the following options:

- Online at eReg.edmonton.ca. If you would like to register online but do not have your
- personal barcode and PIN, please call 311
- By Phone: 311 - 24 hours a day, 7 days a week
- In Person at any City of Edmonton Recreation Centre

City makes Transit more Family-friendly and Affordable

Just in time for festival season, Edmonton Transit Service (ETS) is pleased to offer free fares for children 12 and under. The City is committed to making Edmonton more family-friendly by providing accessible and affordable transit for all families.

Effective June 1, children can ride any ETS bus or LRT free of charge if they are accompanied by a fare-paying adult. A family of four with two children will save \$13 when they take a round trip.

The free fares apply to all ETS services, including shuttles to the Heritage Festival at Hawrelak Park or other events around the city.

Unaccompanied children will be required to pay the regular fare when they board ETS transit. Edmonton Public Schools and Edmonton Catholic Schools continue to offer subsidized transit passes to their students.

The Guiding Coalition on Public Engagement is Currently Recruiting Volunteers

The Guiding Coalition Posting went live this morning on edmonton.ca/volunteers.

(Scroll down to the heading "Share your voice. Shape our city"). The website contains a link to the application form.

Please feel free to share this as you see fit (NRCs and Revitalization Coordinators will also be sharing this with their networks). We will be looking to put it out on social media as well as other marketing channels over the month of June to ensure as many people as possible see it.

Interested applicants should submit their application form, and attach their resume and three references no later than July 6, 2018.

Abundant Community Edmonton (ACE)

ACE is a citizen centred community building approach supported by the City of Edmonton's Neighbourhood Services Section. The ACE framework encourages and enables citizens to increase neighbourliness where they live.

Leadership of ACE can come from anywhere in the neighbourhood. An individual citizen, small group of citizens or a neighbourhood organization can be the spark that ignites ACE in the neighbourhood. Typically, the Community League plays a key role in supporting, endorsing, and coordinating the initiative. Block Connectors initiate conversations with their neighbours to talk about their vision for their neighbourhood, mutual interests and activities, and the skills, abilities and experiences they would like to share with their neighbourhoods and the neighbourhood as a whole.

The Abundant Community Edmonton initiative has successfully been hosting ACE Practitioners' Gatherings for the past year. The May events were attended by 21 community members. These gatherings provide Block and Neighbourhood Connectors with the opportunity to share their stories, challenges, and experiences with other Connectors, as well as learn about new resources within the program. To reflect the grassroots and community-centred nature of this initiative, the ACE Practitioners Gathering has been renamed to the ACE Community of Practice.

The ACE Community of Practice will continue as scheduled on the second Saturday morning of every month, and beginning in May 2018, an additional trial meeting time is offered on the 4th Wednesday evening to accommodate varying schedules. Everyone is welcome to attend the upcoming sessions that best accommodate their schedule.

- Wednesday, June 27, 5:00 pm - 6:30 pm at the Anvil Coffee House, 6148-90 Ave
- Saturday, July 14, 9:30 am - 12:00 pm at Central Lions, Activity Room 4

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.

City Seeking Interested Leagues to Pilot Off-Leash Use in Rinks

The City is hoping to work with Community Leagues to provide a safe place for dog owners to exercise their dogs close to home. This would involve converting community ice rinks into seasonal off leash areas for dogs in several neighbourhoods.

Leagues can connect with their local Neighbourhood Resource Coordinator (NRC) and the Dogs Off Leash Coordinator to review and submit an agreement as well as discuss ways to use this approach in building community.

This option support dogs off leash in designated areas, while respecting other parks spaces as on-leash.

Edmonton a Finalist for \$50-million Smart Cities Challenge

Edmonton's Healthy City-themed proposal is one of five finalists in the Government of Canada's \$50-million Smart Cities Challenge.

"This is great news for Edmonton and an exciting day for the Smart Cities Challenge team who've worked diligently and creatively with Edmontonians," said Mayor Don Iveson. "I'm confident that what has got us here — teamwork, innovation and courage — will help establish Edmonton as Canada's healthiest and smartest city."

[Infrastructure Canada's](#) Smart Cities Challenge invited communities across the country to develop creative and innovative ways that use data and technology to improve the lives of people. [Edmonton's proposal](#) is the result of input from thousands of residents, stakeholders and partners focused on improving the health of Edmontonians by sharing data and information through innovative connected technologies.

Prime Minister Justin Trudeau and Minister Amarjeet Sohi, minister of Infrastructure and Communities, made the official announcement at the Federation of Canadian Municipalities (FCM) conference in Halifax. Edmonton now faces off against Montreal, Quebec City, Waterloo Region and Vancouver/Surrey in the competition's \$50-million category.

As a finalist, Edmonton will get a \$250,000 grant to complete Phase 2. This Phase will focus on building a plan to support connectedness to the community, decrease loneliness and increase a sense of belonging.

"The City of Edmonton is an international leader in open government, recognized worldwide for solving municipal challenges through data and analytics," said Wendy Gneuz, Branch Manager of Open City and Technology. "We have gathered a talented group of partners who are ready to take risks and work together for the wellbeing of Canadians."

Engagement activities planned for Phase 2 include hackathons, workshops and surveys. But for now, Edmontonians can check out the [proposal](#) and submit their feedback via smarcities.edmonton.ca. The winner will be announced in spring 2019.

Update from Child Friendly Edmonton

Child Friendly Edmonton, with the support and collaboration with businesses and community organizations, is excited to launch the Child Friendly Business Recognition Program which recognizes businesses that are intentionally welcoming to children and their families through their attitude, amenities and activities.

Everyone is invited to nominate their favorite child friendly businesses at edmonton.ca/childfriendly. For an interactive map of the participating businesses as well as more information about what is a child friendly business, please visit edmonton.ca/childfriendly.

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

Have your Say in Edmonton's Changing Bus Routes

Edmonton is growing, which means our city's bus routes need to change to meet the needs of even more citizens. The City of Edmonton wants your feedback about the new proposed bus network--[public engagement sessions](#) wrap up June 14 and the public survey will remain online until June 30. Visit edmonton.ca/newbusroutes to see the maps and complete the [survey](#).

International Conference on Urban Traffic Safety

The conference is intended to inspire novel ideas and innovative approaches to address the needs and challenges of urban traffic safety. Keynote speakers are international traffic safety experts. Sessions and workshops will touch on many aspects of traffic safety from engineering to the effects of Hollywood's portrayal of street racing on driver behaviour.

July 9 - 12, Shaw Conference Centre

Information and registration: urbantrafficsafetyconference.com

Celebrate 40 Years of LRT

Edmonton's LRT system celebrates its 40th birthday this year, and on June 16, the D. L. MacDonald Garage is opening the doors to the public so you can see behind the scenes. The event runs from 10 am to 4 pm. There is no public vehicle access, so a free shuttle service will take you to the garage from the Belvedere Transit Centre. The last shuttle departs Belvedere at 3 pm. Full information is available online at takeETS.com/LRT40.

Upcoming Meetings, Events and Activities

June 16	Porkapalooza BBQ Festival, Northlands Park
June 18	Reports at Executive Committee: Building Great Neighbourhoods Integration Neighbourhood Revitalization Selection 2019-2022 Economic Development Future Neighbourhood Integration (Strategy for Community Hubs Advancement)
June 20	Reports at Community and Public Services Committee: Update on the Progress of Combative Sports Recommendations Establishment of a Province Wide Combative Sports Commission Seniors Advisory Council - Development and Implementation Body Rub Centre - Annual Update Kihciy Askiy - Update and Business Plan
June 21- July 3	The Works Festival
June 20	Edmonton's Indigenous Peoples Festival 2018, Victoria Park
June 21	National Indigenous Peoples Day
June 27	ACE Community of Practice, 5:00 pm - 6:30 pm at the Anvil Coffee House, 6148-90 Ave
June 28	Don't Skip the Chip cat microchip clinic
July 4	Rollie Miles Athletic Field District Park Report scheduled for Council
July 14	ACE Community of Practice, 9:30 am - 12:00 pm at Central Lions, Activity Room 4

- [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 DISCUSSION ITEMS

MEETING DATE : June 14, 2018

Item 8.1

AGENDA ITEM # : 8.1 – Meeting With City Councillors And City Manager

PRESENTED BY: Allan Bolstad, Executive Director

Report:

EFCL Board members are encouraged to join our new executive director, Laura Cunningham-Shpeley, in meetings with Edmonton city councilors in late June and early July.

The purpose of these meeting will be to introduce Laura and bring the councilors up to date on recent EFCL initiatives, including our growth strategy and multi-year budget proposal. We also hope to get some feedback from the councilors, which will help us determine the nature of our budget request.

It is hoped we can find that a board member that represents the same part of the city as the city councilor for each meeting. This way, we can strengthen relationships between our board and council at the same time.

In addition, we would like to arrange a meeting with City Manager Linda Cochrane. Linda said she was open to such a meeting when approached at a function last weekend.

MEETING DATE : June 14, 2018

Item 8.2

AGENDA ITEM # : 8.2 – Staff Assistance At District Meetings

PREPARED BY: Allan Bolstad, Executive Director

Report:

According to EFCL bylaws, District Meetings are to be held at least twice a year. In many areas, this function is largely covered by area councils, which hold meetings for most or all of the same leagues.

EFCL staff would like to know if the directors in districts where there is no area council intend to hold these meetings and if they require administrative assistance from the EFCL.

Once we know the extent of these expectations, we can assign the work to existing staff or hire contract help.

In the future, we would also like to provide administrative assistance to the area councils. This is an option for consideration in our growth strategy.

MEETING DATE : June 14, 2018
AGENDA ITEM # : 8.3 – Community League Rink Survey
PREPARED BY: Allan Bolstad, Executive Director

Item 8.3

Tabled from the May 10, 2018 Board of Directors' meeting.

10.0 INFORMATION REPORTS

MEETING DATE : June 14, 2018

Item 10.1

AGENDA ITEM # : 10.1 – Community League Infrastructure Grant Usage

PRESENTED BY: Allan Bolstad, Executive Director

Report:

Attached to this package is a summary of the usage of CLIP grants by community league since the program was initiated in 2011.

12.0 WORK IN PROGRESS

MEETING DATE : June 14, 2018
AGENDA ITEM # : 12.1 – EFCL Work in Progress
PREPARED BY: Allan Bolstad, Executive Director

Item 12.1

MEETING DATE	REF.	ITEM	STATUS
2017/01/12	9.0	Sub-dividing Community Leagues The EFCL to work with the City to set up some processes regarding how to subdivide an existing community league. (There are processes in place for boundary changes, but not for the creation of new leagues from within old ones.)	In Process
2017/03/09	5.1	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.	In Process
2017/04/13	3.4	Community Gardens Guide to be edited, posted on the EFCL website, as well as hard copies made available for community leagues.	In Process
2017/09/14	11.0	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.	In Process
2017/11/09	5.6	Human Resource Policy Review and Approval Add this item to January agenda. Board Members to review the draft revised EFCL HR Policy document in preparation for the January 2018 Board meeting. D. Jakubec to email a version of the draft HR Policy document clearly showing what the old policy was, and what the proposed changes are.	In Process
2018/03/08	5.2	Ice Rink Costs "That the EFCL staff and Board collaborate on creating a survey to send to Member leagues and to compile data about rink operation costs to present to the Membership at the June Annual General Meeting."	
2018/03/08	10.0	EFCL Nominating Committee "That an EFCL District Director Nominating Committee be struck, and that A. Poste, M. Makarechian, and all Board Members except the President (per the 2004 Bylaws) be ex-officio members of the Committee."	

MEETING DATE	REF.	ITEM	STATUS
2018/04/12	8.2	Evaluation Framework for EFCL and City of Edmonton Partnerships Agreement "Chair F. Porter asked that all Board members review Item 8.2 in the agenda package, and email their comments to her."	
2018/05/10	5.4	EFCL Website Overview "J. Booth to draft Terms of Reference for the proposed EFCL Communications Committee with the assistance of R. Feroe. Add "formation of EFCL Communications Committee" to the June Board meeting Agenda."	In Process