



**EDMONTON FEDERATION OF COMMUNITY LEAGUES**

**BOARD OF DIRECTORS**

**REGULAR MEETING PACKAGE**

**DATE: Thursday, October 11, 2018**

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

**LOCATION: EFCL Office, 7103—105 Street**

# **EFCL Board Planning Calendar October, November, December, 2018**

## **October**

**2018**

- 11 EFCL Board Meeting
- 13 Introduction to Community Walking Workshop
- 20 Leagues Alive
- 27 Community Walking Refresher
- 29 Fall General Meeting/Playground Fair
- 30 Energy 101 Workshop
- 31 EFCL Planning & Development Committee Meeting

## **November**

**2018**

- 03 Let's Talk About Governance—District A
- 06 Energy 101 Workshop
- 08 EFCL Board Meeting
- 17 Facilitating Community Conversations
- 20 Energy 101 Workshop
- 27 Energy 101 Workshop
- 28 EFCL Planning & Development Committee Meeting

## **December**

**2018**

- 01 Social Media Training Workshop
- 13 EFCL Christmas Dinner/Board Meeting
- 26 EFCL Planning & Development Committee Meeting
- 25 to 28 Office Closed

**Edmonton Federation of Community Leagues**

**Board of Directors Regular Meeting**

**EFCL Office: 7103—105 Street**

**Thursday, October 11, 2018, Dinner 5:00 PM / Meeting 6:00 PM**

**AGENDA**

**Item 2.0**

**1.0 Call To Order**

1.1 Welcome And Introductions

**2.0 Agenda Review (pg. 3)**

**3.0 Approval of September 13, 2018 Board Meeting Minutes (pgs. 4-15)**

**4.0 Presentations / Urgent Matters**

- 5.1 100th Anniversary Project  
Josh St. Cyr, Allan Bolstad, Nora Begoray
- 5.2 Neighbourhood Leadership  
Howard Lawrence

**5.0 District Updates/Feedback**

As per EFCL Bylaws, each District must hold a District meeting once per year, and submit those minutes to the EFCL. Please discuss with Laura if you need staff support for this.

**6.0 Decision Items (6:45 PM)**

- 6.1 Cannabis Document for Distribution (pg. 16)
- 6.2 Staff Credit Card Spending Policy (pg. 17)
- 6.3 Matt Berry And EFCL Office Space (pg. 18)
- 6.4 City of Edmonton—EFCL Action Plan (pgs. 19-28)

**7.0 News From The City Of Edmonton (pgs. 29-32)**

7.1 News From The City Of Edmonton

**8.0 Exemptions**

---

**Break 7:45 PM—8:00 PM**

---

**9.0 Staff Reports**

9.1 Executive Director's Report (pgs. 33-44)

**10.0 Discussion Items/Updates (8:15 PM)**

10.1 Website Survey

**11.0 Correspondence**

- 11.1 Edmonton Social Planning Council Re: Research (pgs. 45-46)
- 11.2 Urban Planning Committee Re: Major & Minor Alcohol Sales (pgs. 47-49)
- 11.3 Bent Arrow Traditional Healing Society Letter of Support (pg. 50)
- 11.4 Website Data Management (pgs. 51-54)
- 11.5 100th Anniversary Project Letter of Support (pgs. 55-56)

**12.0 Work In Progress (pgs. 57-60)**

**13.0 Next Meeting/Announcements**

13.1 EFCL Board of Directors' Meeting— November 08, 2018

**14.0 Adjournment (9:00 PM)**

### 3.0 Approval of Minutes

**MEETING DATE :** October 11, 2018  
**AGENDA ITEM # :** 3.1 – September 13, 2018 Draft Board Meeting Minutes  
**PREPARED BY:** Dana Mauer, Board Secretary

**Item 3.1**

#### EFCL BOARD OF DIRECTORS REGULAR MEETING

#### DRAFT Minutes

Thursday, September 13, 2018 @ 6:00 p.m.

EFCL Offices, 7103 - 105 Street, Edmonton

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

#### 1.0 Call To Order

EFCL President F. Porter called the meeting to order at 6:01pm. A Board quorum was present. F. Porter introduced U of A student Heba Iftikhar from the Non-Profit Board Internship program. Brief introductions were done around the table.

#### 1.1 Thank you to all Casino volunteers

F. Porter thanked EFCL staff and volunteers and board members who worked the EFCL Casino, and EFCL staff for organizing a successful volunteer appreciation event in August.

#### 2.0 Welcome and Introductions

#### 2.1 Welcome to Heba Iftikhar, Univ. of Alberta Intern

As above. Heba will be doing some project work as part of her EFCL internship.

#### 3.0 Agenda Review

**18-09-13-01 MOVED:** "That the EFCL Board approve the July 5, 2018 Board meeting agenda with the following changes:

By: A. Poste / M. Gosselin

CARRIED

#### **4.0 Approval of Board Meeting Minutes and E-Motions from Summer Break**

##### **4.1 July 05, 2018 Board Meeting Minutes**

**18-09-13-02 MOVED:** That the July 5, 2018 EFCL Board meeting draft minutes be approved as presented.

**By: G. Martinson / M. Gosselin**

**CARRIED**

##### **4.2 E-Motion Project Manager for V-Squared**

**18-09-13-03 MOVED:** To ratify the previously approved email motion as follows:

**"That the EFCL hire a Project Manager for the EFCL's 100<sup>th</sup> Anniversary Project to perform the following services:**

**Phase 1 - Forensic Project Analysis - Develop Plans and Strategy  
Not to exceed quoted costs of \$35,000."**

**By: A. Poste / M. Makarechian**

**CARRIED**

#### **5.0 Presentations / Urgent Matters**

##### **5.1 100th Anniversary Project**

The new EFCL 100<sup>th</sup> Anniversary Project promotional video was played, with very positive feedback around the table. The 100<sup>th</sup> Anniversary promotional video is available on the EFCL website by clicking on the icon in the top right hand corner on the EFCL website. Board Directors and their leagues are encouraged to show and share the video link to assist in ongoing fundraising efforts for the project.

##### **5.2 Financial Update**

M. Makarechian advised that Board member M. Gosselin (an accountant) has joined the EFCL's Finance committee. The Committee is working on how to best present some of the figures to the Board and the EFCL Membership, primarily, how to clearly show the \$47,000 EFCL budget surplus from 2017, which the Membership voted at the June EFCL AGM meeting to allocate to the 100<sup>th</sup> Anniversary project. He reported that overall, the EFCL's budget is on track. More interest revenue is being generated from investments, and there is approximately 125K of retained earnings from accumulated profit from previous years which can be spent. A portion of retained earnings is being allocated to the EFCL Board-approved advertising project, and also to other

proposed contract engagements to be voted on by the Board. This would still leave \$50-\$60K in retained earnings for other projects. Brief discussion ensued regarding utilization of retained earnings. It was noted that the EFCL also has a healthy contingency fund. Board questions followed. M. Gosselin inquired about the accrued accounts receivables. It was noted that PYE stands for Projected Year End.

**Action Item: Finance Committee to investigate (check with Jenn) and report back on M. Gosselin's question regarding the accrued receivables for 2016.**

F. Porter requested that the EFCL Finance Committee prioritize the completion of the Committee's Terms of Reference, as well as report back to the Board regarding how much money the Committee would recommend the EFCL is able to put toward the 100<sup>th</sup> Anniversary Campaign in 2019.

**18-09-13-04 MOVED: "That the financial report be accepted as presented and discussed.**

**By: G. Martinson / M. Gosselin**

**CARRIED**

### **5.3 EFCL Growth Strategy - Final Review before Submission**

Hard copies of the EFCL Growth Strategy and budget spreadsheet were distributed to Board members. D. Muddle from Western Management Consultants attended via speaker phone. He summarized and capsulized the key elements of the documents, as well as reviewed all of the research, meetings, and other background work that was done in order to complete the document.

Board members had questions regarding the cumulative budget numbers shown on the last page. D. Muddle advised that the template is a live Google document resulting and the chart did not print accurately (like a Word document). He advised that both the cumulative and non-cumulative budget totals would be included in the final submission. Board members asked for clarification on the numbers in the Service package and the operating amounts. D. Muddle clarified the numbers and reconfirmed it was formatting issue. C. Shannon confirmed the due date for the Work Plan submission was September 14 and advised she would check on what the format should be for the figures (i.e. cumulative or not).

Laura reviewed other minor changes to the document. C. Shannon confirmed that the document does not go live until it is "shared". Laura thanked D. Muddle

and Chris from Western Management Consultants for their work on the completion of the EFCL`s Revised Work Plan for final submission to the City. F. Porter thanked EFCL Board and staff members for all of their hard work to complete the Work Plan.

**18-09-13-05 MOVED:** "That the EFCL Board approve the final draft of EFCL`s Revised Growth Strategy document for submission to the City of Edmonton with changes as discussed."

**By: M. Gosselin / J. Watson**

**CARRIED**

## **6.0 District Updates/Feedback**

**District F** - R. Feroe reported that there is a District F meeting planned for Sept. 18. She will report back next Board meeting.

**District L** - M. Gosselin advised there is a District L meeting monthly. There is a Special Meeting at the end of September of the Mill Woods Presidents` Council regarding a possible name change, the Council`s purpose going forward, and to strategize in that regard. The future of the annual Mill Woods Canada Day celebration and fireworks display will also be discussed. C. Shannon commented on the enormous success of the Mill Woods Canada Day event, and the unique challenges that this presents with regard to requests to the City for funding. General discussion ensued about the challenges of producing the Mill Woods Canada Day celebration.

**District C** - A. Poste reported that as was the case in many Districts, several leagues chose to cancel or postpone their Community League Day events due to the snow. She reported on the very successful launch of the new Fraser Community league with over 75 people in attendance, including students from ESL classes at the Mennonite Centre for Newcomers (EMCN) which co-sponsored the event. She thanked the EFCL staff for their organizational support for the event. The Clareview District Area Council (CDAC) has been quiet over summer with a meeting at the end of Sept. which she will attend and report back.

**District J** - G. Martinson reported that the Greater Hardisty Coalition is holding a "Fun on 101 Avenue" event on September 30. City Planners want to present the urban planning report which incorporated the feedback residents provided regarding the proposed revitalization of 101 Avenue west of 50<sup>th</sup> Street. It`s a family event with a pet parade, snacks, prizes etc.

C. Shannon advised that the budget for the 101 Avenue renewal project has been deferred. There was a corner stores project approved, however the owner of the strip mall in Forrest Heights sold it. That program was initiated by the City's Elevate Office. She advised that the Elevate Office no longer exists. The City's philosophy has become to adopt the Elevate approach and principles across all City departments as far as how the City deals with communities. She advised that despite the City's best efforts to create a Memorandum of Understanding, there was not agreement among all levels of government, and the school boards to sign. G. Martinson briefly described what the Elevate program was about (that all levels of government and all stakeholders be involved in community projects). He suggested that community leagues also be encouraged and educated to adopt the Elevate approach/philosophy and terminology. General discussion ensued about Elevate and the status of 101 Avenue renewal project in District J.

F. Porter suggested that any Elevate publications could be repurposed and used by community leagues to help them understand the underlying principles of inclusion that Elevate encompassed. G. Martinson suggested leagues adopt the same language used on the Elevate website.

G. Martinson advised he is actively recruiting a replacement for his Director's seat for January.

**District A** - J. Watson reported that the bus route network has been a big issue in the District. With the help of the two Area Councils in District A, they were able to get a specialized Insight survey done. The District is not losing any of the routes in the mature areas, and the community views this as very positive. The District's community league Presidents made a point of attending open houses together. The Yellowhead annexation project is the next big issue facing District A, with the public consultation / open house coming up. The fenced dog park (Zoie Gardner Park, 127 Ave and 70 St) has become a community hub and is contributing immensely to revitalizing the surrounding 127 Avenue infill communities in District A.

Laura advised that the Lauderdale community league is currently under duress and its remaining Board members have expressed that they wish to step down. Their AGM meeting has been postponed. J. Watson commented that this issue is very much becoming a systemic problem in many mature community leagues in District A. Contributing factors include the proliferation of large Seniors Centres, school closures in mature neighborhoods, and demographic shifts. He advised that the community league Presidents in District A recently sent a letter to Ward 2 Councillor Bev Esslinger and a discussion forum is going to be held.



**Action Item: J. Watson to forward the letter to F. Porter to be shared with the EFCL Board.**

Discussion ensued about revitalization of mature community leagues. F. Porter asked J. Watson to do a brief presentation on this topic at the upcoming AGM.

**Action Item: Add J. Watson to October AGM meeting - brief presentation/discussion about mature league revitalization.**

**District K** - M. Makarechian reported that outdoor rink operation and viability is a hot topic of discussion among leagues in District K. All leagues that have rinks are concerned about how much it costs to run them, and the volunteer manpower required. It is an evolving discussion and he will be bringing it forward at the upcoming SW Area Council meeting. Outdoor rinks are an iconic symbol of community leagues. Operating models vary widely and gathering and compiling and sharing best practices should be done with the support of the EFCL and the City.

**Action Item: Laura to have 'outdoor community league rinks' added to the next Winter City Advisory Committee meeting agenda.**

**Action Item: M. Makarechian to forward the forthcoming report about outdoor rinks to L. Cunningham-Shpeley.**

**District G** - L. John-West advised she was able to meet with eight of the 13 leagues in District G. Most weren't aware they had an EFCL District Rep. and were very excited to provide feedback regarding challenges and why they attend, or do not attend EFCL General Meetings and District meetings. She is hosting a casual evening dessert meeting on Sept. 27<sup>th</sup> and 10 of 13 leagues have confirmed attendance. The goal is to discuss the strengths and challenges leagues share, and determine what the assets are in the communities vs. the deficits.

**District E** - F. Porter reported a lot of frustration in Jasper Park community league regarding the LRT route. There is no Area Council for the District. Glenora is rebuilding its community league hall, Laurier completed a new hall last year, and the Parkview, Crestwood, and McQueen leagues are doing well. The bike lanes are very popular and well-used in the neighbourhoods that have them.

**Action Item: District E meeting to be scheduled in the next 30 days.**

L. Cunningham-Shpeley reminded Board members that the Solved document recommends that the EFCL President not be a District Rep. Discussion ensued. She reminded Board members that she is available to attend District meetings.

## 7.0 Decision Items

### 7.1 Community Development Advisor

L. Cunningham-Shpeley reviewed the rationale behind the proposal that the EFCL engage Howard Lawrence from the Abundant Communities project on a short-term contract. He would assist in laying the ground work for a new EFCL staff position to commence in the new year. The new position would focus on asset-based community development. With the Abundant Communities Program in full operation with the City, now may be a good time to look at integrating it into the EFCL's approach. This would help to remedy the EFCL's chronic staffing resource issue. Discussion ensued. Further discussion regarding the motion was tabled to Private Matters with the following motion approved "in camera":

**18-09-13-06 MOVED: "That the EFCL hire Howard Lawrence on contract from September 17th until December 31st for \$30,000 to be the Community Development Advisor to the EFCL."**

**By: R. Feroe / M. Gosselin**

**CARRIED**

### 7.2 EFCL Business Directory

L. Cunningham-Shpeley reviewed J. Booth's recommendation to the Board regarding proposed advertising rates for an EFCL online Business Directory. Discussion ensued. Several Board members expressed concerns specifically regarding emailing out advertising offers vs. it being "passive" advertising on the website.

**Action Item: Review and revise the proposed Premium plan according to Membership needs and privacy concerns about emailed promotions being perceived as "spam". For presentation at the October Board meeting.**

**18-09-13-07 MOVED: That the EFCL Board approve moving forward with the recommended Basic option as presented.**

**By: G. Martinson / M. Gosselin**

**CARRIED**

### 7.3 New Committees

#### **Risk Management Advisory Committee**

L. Cunningham-Shpeley reviewed the recommendation that an EFCL Risk Management Advisory Committee be formed to review and discuss

recommendations to leagues. Discussion ensued. C. Shannon advised that once City Council has finalized the City's cannabis policy, the City's legal department will review it with regard to the Tripartite agreement and Parkland bylaws. Further consideration of this recommendation was tabled until the City's cannabis policy is finalized. L. Cunningham-Shpeley inquired if there is someone at the City she can refer league inquiries to.

**Action Item: C. Shannon will look into a City contact or resource for Laura to refer league inquiries to.**

**Open Doors Initiative**

The proposed recommendation to create an "Open Doors" diversity and inclusion task force committee was discussed at length, as described on p. 25 of the agenda package. This was a recommendation in the EFCL's Strategic Plan. L. John-West volunteered to Chair this committee.

**18-09-13-08 MOVED: "To create an Open Door Initiative Task Force as an initiative of the Board of Directors to address urgent concerns regarding how to engage different demographics and newcomers to community leagues."**

**By: R. Feroe / L. Kohn**

**CARRIED**

**7.4 Updated October Board Meeting Date**

After some discussion, consensus was not to move the regular October Board meeting date from Thursday, October 11. The Board will review and approve the October AGM agenda by email to ensure it can be distributed the required minimum 21 days prior to the AGM meeting on Monday, October 29. It was noted that going forward, EFCL Regular General meetings will be scheduled on dates that permit sufficient time for the agenda to be approval at a regular board meeting.

**7.5 Staff Credit Card Spending Policy**

L. Cunningham-Shpeley reviewed the rationale for a credit card policy as outlined on page 26 of the agenda package. The following changes were discussed:

- Itemized receipts should be retained as back up unless vendors are invoicing EFCL. Vendors should invoice the EFCL whenever possible vs. using credit cards.
- There should be a credit card acknowledgement form signed by staff

**Action Item: M. Gosselin to forward a standard credit card acknowledgement form.**

This item was tabled pending further investigation by EFCL staff to locate the previous credit card policy and motion that was passed by the EFCL Board sometime in the two years.

**Action Item: EFCL staff to locate in the minutes, the motion and policy that were previously passed by the EFCL Board regarding staff credit card use.**

Further action was tabled pending review of the previously approved credit card policy.

**7.6 EFCL Strategy Document - Rollie Miles**

L. Cunningham-Shpeley referred to the two flip charts and asked Board members to write their ideas, suggestions and feedback regarding what a new EFCL office space should feature and reflect. She reviewed and summarized in detail the changes, additions, and research that C. Johnson did in order to complete the document. Discussion ensued.

**18-09-13-09 MOVED:** "That the EFCL Board approve the final draft of the Rollie Miles "Community Led Strategic Project Document" prepared by EFCL staff for submission, and that the Board feedback section be added to the document.

**By: M. Makarechian / L. Kohn**

**CARRIED**

**8.0 Exemptions**

**18-09-13-10 MOVED:** That agenda Items 8.0 through 12.0 be accepted as presented, except for Items 8.1, 9.1, and 10.0 which were exempted for discussion.

**By: M. Makarechian / L. Kohn**

**CARRIED**

**8.1 Executive Director's Report**

L. Cunningham advised that long-time EFCL Planning Advisor Bev Zubot is retiring. The new EFCL Planning Advisor is Stephanie Kovach. A retirement dinner is being held for Bev prior to the Planning and Development Committee meeting on Wednesday, September 26<sup>th</sup>. Those who wish to attend are asked to RSVP to J. Booth.

- L. Cunningham-Shpeley summarized her report highlighting the following items:
- Grant funding is being applied for a traveling Teepee project with Bent Arrow
  - A Working Alone protocol has been put in place for EFCL staff.
  - Since the Board approved the hiring of a Project Manager for the 100<sup>th</sup> Anniversary Project and a new contract has been prepared for review.
  - There will be an in-depth review of the EFCL's participation in Heritage Days.
  - The EFCL, in conjunction with the Edmonton Social Planning Council, is working on a White Paper regarding strategies for engagement of community leagues around meaningful dialogue on affordable housing.

M. Makarechian thanked L. Cunningham-Shpeley for all of her hard work thus far as Executive Director. F. Porter advised she would be sending a recommendation and evaluation out for Board members to complete regarding the approval of Laura's probation.

M. Makarechian commented regarding the recent EFCL Casino, that it is very important Board members volunteer for casino shifts as well as recruit volunteers.

**18-09-13-11 MOVED: That the Executive Director's report be accepted as presented.**

**By: M. Makarechian / R. Feroe**

**CARRIED**

**8.2 Planning Advisor's Report** - accepted as presented.

## **9.0 News from the City of Edmonton**

### **9.1 News From The City Of Edmonton**

C. Shannon reported that there will be one TD Bank branch in each quadrant of the city where community leagues can safely take any cash deposits vs. having to deliver them downtown. An online option that meets CRA guidelines is being looked into as well.

Regarding Community Hubs, the Citizen and Public Services Committee met and the report will go back to City Council for final approval on September 18. There was a meeting about repurposing open space held recently between City engineers, EPCOR, and school board representatives. The need for flood mitigation on City parkland was also discussed. EPCOR is now approaching

community leagues to consult with them on the use of these lands. She will advise when that report is going to Council.

Neighborhood Services has been consulting with the Jasper Place and Alberta Ave. communities to discuss what Revitalization 2.0 should look like those communities. Consultations have been held and reports will be going forward to Council at the end of October with recommendations regarding continued focus on revitalization in those communities.

Councillor Paquette made a motioned recently asking City Administration to report on the difference between the new NRC role and former CRC role, and to advise if and how communities are consulted, when the City makes changes to positions that affect communities. The report should be coming forward in in November.

Regarding L. Rosinski's concern about the editing of the Park Bench article about the Sport ExplorerZ program, C. Shannon reported back that the editor is a contractor. A subsequent correction was published.

F. Porter requested that C. Shannon to keep the Board updated regarding the Tamarack Conference.

## **10.0 Discussion Items**

### **10.1 Expansion of Memberships**

L. Cunningham-Shpeley reviewed the proposed recommendation put forward by J. Booth, regarding expanding the types of Memberships leagues may sell (i.e. business/associate/partner memberships). Discussion ensued.

There were Board member concerns around community leagues feeling it would be imposed upon them to undertake this, and that some leagues may contravene their bylaws by selling the new memberships. It was pointed out that bylaw change recommendations that leagues may choose to adopt were included with the proposal. Another concern was that leagues set their own membership fees and may feel the new fees are being imposed upon them. There were also concerns around the revenue generating aspect of the EFCL retaining a specified amount of the Partner/Business membership fees. This item was tabled to be discussed further in a meeting, and will be brought forward to the Membership if approved.

**18-09-13-12 MOVED: That further Board discussion regarding expansion of membership fees be done electronically.**

**By: M. Gosselin / A. Poste**

**MOTION NOT CARRIED**

**Action Item: Laura to send a doodle poll to Board members for a meeting date. Item to be added to a future meeting agenda.**

**11.0 Correspondence - accepted as presented.**

**11.1 To City of Edmonton Re: Rollie Miles District Park**

**11.2 City of Edmonton Response Re: Rollie Miles District Park**

**11.3 Edmonton Heritage Festival Association**

**11.4 Affordable Housing Framework**

**11.5 Community Hubs Advancement**

**12.0 Work In Progress Updates pp. 63-66**

- **District Updates/Feedback** - No update yet

- **EFCL Office Space** - No report yet

- **Evaluation Framework for EFCL...** - Done

- **2019-2011 Budget Submission to City of Edmonton** - Done

- **Rollie Miles Update** - Done

- **EFCL Office Space in Matt Berry** - Done

- **Gender Based Analysis Plus** - Done

- **Ref. 12 Work in Progress - Alcohol, Tobacco, Cannabis Sponsorship** - Done

- **Ref. 12 Work in Progress - CitYzen Connect letter** - Done

**13.0 Next Meeting/Announcements**

**13.1 EFCL Board meeting - Thursday, Oct. 11, 2018, EFCL Offices**

**14.0 Adjournment - The September 2018 EFCL Board meeting adjourned at approximately 9:51pm.**

## 6.0 Decision Items

**MEETING DATE :** October 11, 2018  
**AGENDA ITEM # :** 6.1 – Cannabis Document For Distribution  
**PREPARED BY:** Laura Cunningham-Shpeley, Executive Director

---

**Item 6.1**

Fact Sheet To Be Available On Meeting Date For Review



**MEETING DATE :** October 11, 2018  
**AGENDA ITEM # :** 6.2 – Staff Credit Card Spending Policy  
**PREPARED BY:** Laura Cunningham-Shpeley, Executive Director

---

**Item 6.2**

**Motion:**

For the board to adopt the following policy on credit card spending allocations and purposes.

**Rationale:**

Credit card payments need to be made electronically so that we avoid paying any late or interest charges, and to save on the cost of staff driving to and from financial institution to pay this bill specifically. This credit card expense policy is in place to guide expenses made. All receipts will continue to be provided to executive team for review, however this will not hold up payment of the bill.

**Policy on credit card expenses for management staff.**

EFCL credit cards are to be used by management staff for the purpose of parking payments, resources/ supplies for events, food purchases. EFCL credit cards are not to be used for personal expenses. Receipts are required as backup for all expenses. Whenever possible an invoice for the purchase should also be obtained.

When there is an existing budget for the expense- the maximum credit card purchase is \$2000. Anything above that amount must have prior approval by the Executive Director.

Where there is not an existing budget for the expense- the maximum credit card purchase amount is \$250. Anything above that amount must have prior approval by the Executive Director.

**MEETING DATE :** October 11, 2018

**Item 6.3**

**AGENDA ITEM # :** 6.3 – Matt Berry And EFCL Office Space

**PREPARED BY:** Laura Cunningham-Shpeley, Executive Director

---

**Motion:**

That the EFCL pull out of the bid to be a part of the Matt Berry facility in collaboration with McLeod Community League.

**Rationale:**

EFCL submitted a proposal for the Matt Berry Facility in September. McLeod Community League's Jason Watt has been in contact since then and has stated that their committee is interested in proceeding with discussions with EFCL around being a partner in this space.

During a meeting with Jason Watt on September 26<sup>th</sup>, many items were discussed around how EFCL would use the space, the number of offices required and so on. It became clear that if EFCL were to join in to partner with McLeod Community League on this venture, that there would be an expectation that EFCL would need to raise a portion of the total cost of the building, which is now estimated at between \$3-5 million.

Due to the experience with the 100<sup>th</sup> Anniversary project, and the challenges that have been faced with raising large sums of capital for a project, it does not seem that this is the time to embark on another large scale fundraising project. As the planning is still only in its infancy with this project, it would be best to be clear about this now in order to manage expectations and maintain a good relationship with the League.

Other options are being explored for office space such as Edmonton Public Schools, as well as continuing to work with the City.

**MEETING DATE :** October 11, 2018  
**AGENDA ITEM # :** 6.4 – City of Edmonton-EFCL Action Plan  
**PREPARED BY:** Laura Cunningham-Shpeley, Executive Director

**Item 6.4**

**Recommendation:**

That the Board approves this first draft of the Partnering Agreement Action Plan so that it can be forwarded to the City of Edmonton.

**Rationale:**

The Partnering Agreement has been in effect since 2016 and the intent behind it is to ensure that the EFCL and the City Of Edmonton work collaboratively, share training opportunities and have open communication. The Action Plan identifies specific roles for staff.

At this point, we have identified staff that will be working on specific areas, and hope to firm up timelines over the next month.

This Action Plan was developed back in the winter of 2017, and we want to demonstrate to our staff and the City the role we all play in working collaboratively as we move forward.

**Action Plan for the Partnering Agreement between the City of Edmonton and  
Edmonton Federation of Community Leagues**

Overview

In 2016, City Council asked that a Partnering Agreement between the City of Edmonton (City) and the Edmonton Federation of Community Leagues (EFCL) be created with the intent of having stronger common support to the Community Leagues from both the City and the EFCL. The agreement was adopted in January of 2017 for a five-year term.

This document details the broad outcomes of the Partnering Agreement, the goals outlined in the agreement and the strategies that EFCL and the City have planned to progress towards the stronger, more collaborative relationship detailed in the Partnering Agreement.

Outcomes

The Partnering Agreement is focused on strengthening the Community League system through the support of the City and the EFCL. Our goal is that:

1. *Edmonton has vibrant communities supported by the EFCL and the City of Edmonton;*
2. *All Edmontonians have a sense of belonging in their community; and*
3. *Edmonton neighbourhoods are socially, economically and environmentally sustainable*

Throughout this document we will detail the specific strategies that the City and the EFCL will be undertaking, how we will assess these and how these strategies impact these outcomes.

Joanne's additions in Purple    Colin in red    Laura in Green

**Building the capacity of Community Leagues to fulfill their mandate**

We support Community Leagues in achieving their vision, mission and mandate

Performance Measure: To increase Community Leagues understanding of their responsibility to provide recreation and social opportunities to citizens.

| Target  | Strategies  | Tasks  | Person(s) Responsible  | Timeline | Outcome Linkage |
|---|---|--|--|----------|-----------------|
| Baseline # of direct and indirect programs needed to be effective             | Develop a clear understanding of what the programming responsibility of a CL is | Review the information provided by the CL of # of direct and indirect programs | Colin, Chantelle   |          | 1, 3            |
|   |   | Establish baseline numbers for direct and indirect programs                    | Chantelle  |          |                 |
|   |   | Establish what the measure of a successful program is                          | Colin  |          |                 |
|   |   | Review and establish the best tool(s) to collect program data                  | Ronak, Colin, Chantelle  |          |                 |
|   |   | Set goals for CL programming   | Ronak, Colin, Chantelle  |          |                 |
| 2 additional programs in a box developed each year                            | Develop "Programs in a Box" suitable for CLs                                    | Determine the areas of need programming  | Ronak, Colin, Chantelle  |          | 1, 3            |
|   |   | Draft a list of potential programs   | Ronak, Colin, Chantelle  |          |                 |
|   |   | Determine top program priorities   | Colin, Chantelle   |          |                 |
|   |   | Design a pilot   | Ronak, Chantelle   |          |                 |
|   |   | Evaluate the pilot and adjust as needed  | Colin, Chantelle   |          |                 |
|   |   | Draft the "Program in a Box"   | Ronak, Colin, Chantelle  |          |                 |
|   |   | Make program available for CLs   | <ul style="list-style-type: none"> <li>- Communications Officer to get information to leagues about what Programs are available for leagues to access, and how to access.</li> <li>- Admin Asst. to develop tracking tool, and track the loaning and return of the Programs where required.</li> <li>- Ronak, Chantelle</li> </ul>                   |          |                 |
| NRC hours spent strategic planning # of leagues engaged in strategic planning | Leagues are governing using an Annual Strategic Plan                            | Communicate to all CLs the value of doing an annual strategic plan             | <ul style="list-style-type: none"> <li>- Communications Officer to advertise/inform leagues about the templates and benefits of Strategic Plan.</li> <li>- Communications Officer/OperationsSr.D to upload to website</li> <li>- OperationsSr.D to send all required correspondence/templates/information to appropriate league contacts.</li> </ul> |          | 1, 3            |
|   |   | NRC Facilitates strategic planning session with CL                             |  |          |                 |

We support greater diversity and inclusion in Community Leagues

Performance Measure: Increased understanding of the benefits of inclusion and diversity in Community Leagues

| Target  | Strategies   | Tasks   | Person(s) Responsible  | Timeline                           | Outcome Linkage |
|---|--|---|--|------------------------------------|-----------------|
| Joint City and EFCL Strategy on diversity and inclusion | Connect with extended stakeholders (social workers, seniors liaisons, indigenous liaisons, multicultural liaisons) to determine the range of diversity and barriers to inclusion for marginalized groups | Identify which stakeholders are relevant to and connected with CLs  | Laura  |                                    | 1,2,3           |
|   |  | Group the stakeholders into common areas of support   | Diversity and Inclusion Task Force   |                                    |                 |
|   |  | Present to stakeholders on the work and value of the CL system  | Laura and Diversity and Inclusion TF   |                                    |                 |
|   |  | Have stakeholders identify: barriers, existing connections, opportunities to connect                          | Diversity and Inclusion Task Force   |                                    |                 |
|   |  | Create report of collected data   | Diversity and Inclusion Task Force   |                                    |                 |
|   |  | Connect stakeholders with CLs   | <ul style="list-style-type: none"> <li>- OperationsSr.D to provide contacts at leagues identified where permission to share exists</li> <li>- OperationsSr.D to liaise between stakeholders and leagues where permission to share contact does not exist.</li> </ul> |                                    |                 |
|   | Develop a joint strategy around diversity and inclusion  | Collect feedback around diversity and inclusion (examples and gaps) from CRC/NRCs, CLs, extended stakeholders | <ul style="list-style-type: none"> <li>- AdminAsst to collect and sort feedback received.</li> <li>- Diversity and Inclusion Task Force</li> </ul>   |                                    | 1,3             |
|   |  | Define the scope of diversity and inclusion desired under the strategy  | Colin<br>Diversity and Inclusion Task Force  |                                    |                 |
|   |  | Evaluate current level of diversity and inclusion   | <ul style="list-style-type: none"> <li>- OperationsSr.D to review CL contacts for obvious level or lack thereof.</li> <li>Diversity and Inclusion Task Force</li> </ul>  |                                    |                 |
|   |  |   | Build action plan to address gaps  | Diversity and Inclusion Task Force |                 |

We provide education and resources on bylaws for Community Leagues

Performance Measure: Community Leagues have a greater understanding of the impact of their bylaws on governing their League

| Target                              | Strategies  | Tasks  | Person(s) Responsible  | Timeline | Outcome Linkage |
|-------------------------------------|---|--|--|----------|-----------------|
| # of CLs participating in workshops | Develop a workshop with an outcome of setting goals around bylaw review | Develop content  | Colin  |          | 1               |
|                                     |   | Book Venue   |  |          |                 |
|                                     |   | Send invitations                                       | - OperationsSr.D to compile list and send  |          |                 |
|                                     |   | Hold workshop  | - AdminAsst to arrange venue and assist with the planning and execution of workshop. |          |                 |
| # of CLs reviewing their bylaws     |   | Evaluate workshop                                      | - AdminAsst to collect and sort responses  |          |                 |
|                                     |   | Follow up with participants on bylaw review plans      | Colin  |          |                 |
|                                     |   | Follow up with participants on bylaw review completion | - AdminAsst. To assist in following up with completion.                              |          |                 |

We provide governance education for Community Leagues

Performance Measure: Community Leagues have a greater understanding of how to effectively govern their League

|                                     |  |   |  |  |   |
|-------------------------------------|--|---|--|--|---|
| # of workshops held                 | Present governance workshops in each EFCL district | Determine what governance content is needed | Colin  |  | 1 |
|                                     |  | Develop content and agenda                  | Colin  |  |   |
| % of CLs participating in workshops |  | Schedule dates                              | - AdminAsst to assist with scheduling and finding venues                 |  |   |
|                                     |  | Present workshops                           | - AdminAsst to assist with planning/supplies and execution of workshops. |  |   |
|                                     |  | Evaluate workshops                          | - AdminAsst. To assist with collecting and sorting feedback received.    |  |   |

**Leveraging our relationship to support Community Leagues**

We have a joint plan for providing learning opportunities to Community Leagues

Performance Measure: Increased and diverse learning opportunities are offered by the EFCL and the City

| Target  | Strategies  | Tasks  | Person(s) Responsible   | Timeline   | Outcome Linkage |
|---|---|--|---|--|-----------------|
| Decreased duplication of learning opportunities | Identify key collaborations between the City and the EFCL | The City identifies planned learning opportunities that are available to CLs   |   |  | 1               |
|   |   | The EFCL identifies planned learning opportunities that are available to CLs   | Colin, Ronak, Chantelle   |  |                 |
|   |   | The City and the EFCL exchange and compare training plans  | Chantelle – Physical literacy training<br>Laura to work with Chantelle  |  |                 |
|   |   | Align training plans   | Chantelle – Align physical literacy training plans with CoE child and youth program coordinator (Lisa Scheuer) and PLAY GREAT |  |                 |
|   |   | Identify areas of expertise of training for EFCL and the City  | - Operations/Membership Sr.D to participate<br>- Colin, Ronak<br>- Laura and Chantelle  |  |                 |
| Increased # of learning opportunities           | Develop future collaborations on training                 | Hold a discussion around training plans identifying EFCL opportunities, City opportunities and opportunities for Co-training | - Laura and Chantelle   |  | 1               |
|   |   | Hold mixers for EFCL staff and City staff to meet and network  | - Sr.D/AdminAsst. To assist with venue, planning and execution of mixers.<br>- Colin to schedule                              | Dec 2017   |                 |
|   |   | Completed assessment of CL need for support  | Develop a community based needs assessment identifying what support CLs need  | Review data the EFCL already has on CL support needs |                 |

|  |   |   |  |  |
|--|---|---|--|--|
| <p align="center"><b>Chantelle</b></p> <p align="center">Perhaps the strategy is identifying what support CLs need and the task is developing a community based needs assessment</p> | Review data the City already has on CL support needs      |   |  |  |
|  | Create a database to track existing and new support needs | - Operations Sr.D/AdminAsst. To add information to database, assist with sorting information for report, share trends with leagues to review/support. |  |  |
|  | Identify trends based on database                         | Colin   |  |  |
|  | Compile trends into a report                              | Colin   |  |  |
|  | Review trends with leagues to garner support from CLs     |   |  |  |

We collaborate to increase involvement in and impact on Community League activities

Performance Measure: The City and EFCL have clear and coordinated communication on issues of joint interest.

| Target   | Strategies   | Tasks   | Person(s) Responsible   | Timeline | Outcome Linkage |
|--|--|---|---|----------|-----------------|
| Coordination strategy is approved and in place | Identify Issues of joint interest  | EFCL develops a list of events, initiatives and programs where coordination is needed   | - Operations/Membership Sr.D to assist with compiling this list.  |          | 2               |
|  |  | The City develops a list of events, initiatives and programs where coordination is needed   |   |          |                 |
|  |  | The City and the EFCL discuss their events, initiatives and programs to come to an agreement on areas to coordinate promotion and communication | - Communications Officer review plans for promotion and Communication<br>Chantelle – Live Active Strategy |          |                 |
|  | Hold an annual conversation for input/advice around planning and evaluation of new initiatives | The EFCL and the City will share a list of new initiatives and events including brief descriptions  | Laura and Chantile  |          | 2               |
|  |  | The City and the EFCL will review each other's list to ensure awareness of events and programs  |   |          |                 |
|  |  | The EFCL and the City will provide feedback on new initiatives and events if needed   |   |          |                 |
|  | Complete a review of current methods of information sharing                                    | Assess current communications channels  | - Sr.D/Communications Officer to review/identify current communications channels                          |          | 1               |
|  |  | Identify gaps in current communications channels  | - Sr.D/Communications Officer to help identify gaps in current communications channels                    |          |                 |
|  |  | Establish expectations for communications channels  | - Sr.D/Communications Officer to list expectations for those communications channels.                     |          |                 |
|  | Complete an agreement for information sharing  | Outline what information should be shared   |   |          |                 |
| Draft an agreement to share the information    |  | Sr.D/Communications Officer to review agreement to ensure ability to meet expectations of agreement.  |   |          |                 |

|                                    |  |   |  |  |      |
|------------------------------------|--|---|--|--|------|
|                                    | Complete a responsiveness policy             | Approve and adopt the sharing agreement   |  |  | 1, 2 |
|                                    |  | Review time needed by CLs to provide feedback on City and EFCL issues                 | Stephanie  |  |      |
|                                    |  | Review time needed by EFCL to provide feedback of City and CL issues                  | Stephanie  |  |      |
|                                    |  | Review time needed by the City to provide feedback on EFCL and CL issues              |  |  |      |
|                                    |  | Draft best practices for timelines into a policy                                      |  |  |      |
|                                    |  | Adopt and approve policy  | - Operations Sr.D to incorporate new policy into EFCL Policy Manual  |  |      |
|                                    | Document the coordination strategy           | Document the processes used to identify issues of joint interest                      |  |  | 1, 2 |
|                                    |  | Document the processes used to provide advice and input on new initiatives and events |  |  |      |
|                                    |  | Document the processes used for information sharing                                   |  |  |      |
|                                    |  | Document the processes for responsiveness   |  |  |      |
| Review of the Partnering Agreement | Alignment of Agreement with City departments | Review the "Terms of Engagement" document between Sustainable Development and EFCL    | Have SD review the Partnering Agreement<br>Seek feedback to determine if the Partnering Agreement sets out terms of engagement clearly |  |      |
|                                    |  |   | Align existing terms of engagement with Partnering Agreement   |  |      |
|                                    |  |   | Adjust the Partnering Agreement as needed  |  |      |
|                                    |  |   | Develop additional terms of engagement for other City departments as needed  |  |      |



**Building the capacity of Community Leagues to enhance their operations**

We provide leagues with resources to enable success

| Target   | Strategies                                 | Tasks   | Person(s) Responsible  | Timeline | Outcome Linkage |
|--|--|---|--|----------|-----------------|
| # of CLs accessing toolkit                               | Create an online toolkit for CL operations | Scan current EFCL tools, resources and identify gaps                      | - Membership/OperationsSr.D to help review/identify gaps<br>- Ronak, Colin, Stephanie, Chantelle |          |                 |
|  |  | Scan current City tools, resources and identify gaps                      | - Chantelle  |          |                 |
| All CRC/NRCs (City Staff?) trained on use of the toolkit |  | Amalgamate and align tools and resources into one toolkit (online format) | -  |          |                 |
|  |  | Distribute and train CRC/NRCs on the content of the toolkit               | - Membership/OperationsSr.D to assist where required   |          |                 |
|  |  | Distribute toolkit to CLs   | - CommunicationsOfficer to inform leagues of availability of toolkit                             |          |                 |

We promote the EFCL as a resource for Community Leagues

Performance Measure: Community Leagues understand the resources offered to them by the EFCL

| Target   | Strategies   | Tasks  | Person(s) Responsible  | Timeline | Outcome Linkage |
|--|--|--|--|----------|-----------------|
| 20% of CLs have accessed EFCL Resource information | Create a listing of the staff of the EFCL, their roles and the resources that we offer | Compile a staff listing with the roles of each staff member      | AdminAsst.   |          | 3               |
|  |  | Compile a listing of the resources that that EFCL offers for CLs | AdminAsst.   |          |                 |
|  |  | Review the resource content                                      | Sr.D/CommunicationsOfficer to review relevant sections<br>Colin, Ronak |          |                 |
|  |  | Post the resources and staff listing online for CL use           | Sr.D/CommunicationsOfficer to upload to website.                       |          |                 |

We promote the NRC as a resource for Community Leagues

Performance Measure: Community Leagues understand the resources offered to them by the City

| Target   | Strategies  | Tasks   | Person(s) Responsible  | Timeline | Outcome Linkage |
|--|---|---|--|----------|-----------------|
| 20% of CLs have accessed the City resource information | Create a listing of City resources supporting CLs | Compile a listing of City Staff positions and their roles in supporting CLs |  |          | 3               |
|  |   | Compile a list of resources offered to CLs by the city                      |  |          |                 |
|  |   | Review the resources for content  |  |          |                 |
|  |   | Post the resources and listing online for CL access                         | - Sr.D/CommunicationsOfficer to upload to EFCL website or link to City site. |          |                 |

**Enhancing the sustainability of Community Leagues**

We foster a system of healthy Community Leagues

Performance Measure: A Healthy Leagues tool that is reflective of what Leagues identify as indicators of health is used to assess Community League impact and effectiveness

| Target                                | Strategies                                 | Tasks  | Person(s) Responsible                   | Timeline | Outcome Linkage |
|---------------------------------------|--|--|---|----------|-----------------|
| A report listing CL health indicators | Develop a tool to assess the health of CLs | Survey CLs to determine what makes a CL healthy                    | Colin                                   |          | 1, 2, 3         |
| The Healthy League tool               |  | Summarize findings into a report on health indicators              | - AdminAsst. To help                    |          |                 |
| The Healthy League tool usage guide   |  | Draft a tool to assess health indicators                           | - Colin                                 |          |                 |
|                                       |  | Pilot the tool   | - Colin                                 |          |                 |
| 20% of CLs have assessed their health | Assess the health of CLs                   | Develop resources to encourage effective use of the tool           | - Colin                                 |          | 1, 2, 3         |
|                                       |  | Launch the tool as a self-assessment by CL boards                  | - Colin                                 |          |                 |
|                                       |  | Collect scoring from CLs of self-assessments                       | - AdminAsst. To help                    |          |                 |
|                                       |  | Launch the tool as an assessment of the CL by CL members           | - CommunicationsOfficer to help promote |          |                 |
|                                       | Develop action plans based on the results  | Collect scoring from CLs of community assessments                  | - AdminAsst. To collect and sort        |          | 1, 2, 3         |
|                                       |  | Identify resources aligned to each health indicator                | - Colin                                 |          |                 |
|                                       |  | Post resources online for CL access once assessments are completed | - Sr.D/CommunicationsOfficer to post.   |          |                 |

We champion a strategy of Community League sustainability

Performance Measure: The EFCL and the City have a clear and coordinated set of goals to improve the sustainability of community leagues,

| Target                             | Strategies  | Tasks   | Person(s) Responsible   | Timeline | Outcome Linkage |
|------------------------------------|---|---|---|----------|-----------------|
| Community League Formation Toolkit | Create a toolkit that emerging CLs can use during the formation process | Identify the steps in community league formation  | Colin   |          | 3               |
|                                    |   | Determine who (EFCL/City) can help at each stage of CL creation                                 | Colin   |          |                 |
|                                    |   | Develop a process map for new CLs to use in the planning process                                | Colin   |          |                 |
|                                    |   | Identify the resources needed by CLs to form  | Sr.D to assist  |          |                 |
|                                    |   | Identify the resources CLs have access to currently   | Sr.D to assist  |          |                 |
|                                    |   | Develop tools, resources and templates to manage the gaps between existing and needed resources | Sr.D to assist in content for toolkit, assist in identifying some resources, assist with developing tools, resources and templates for existing and needed resources.<br>Ronak, Colin |          |                 |
| Community League Splitting Toolkit | Create a toolkit that CLs can use during the League splitting process   | Identify the steps in community league splitting  | Colin   |          | 3               |
|                                    |   | Determine who (EFCL/City) can help at each stage of CL splitting                                | Colin   |          |                 |
|                                    |   | Develop a process map for new CLs to use in the planning process                                | Colin   |          |                 |
|                                    |   | Identify the resources needed by CLs to split   |   |          |                 |
|                                    |   | Identify the resources CLs have access to currently   |   |          |                 |
|                                    |   | Develop tools, resources and templates to manage the gaps between existing and needed resources | Sr.D to assist in content for toolkit, assist in identifying some resources, assist with developing tools, resources and templates for existing and needed resources.<br>Colin        |          |                 |
| Report on funding                  | Conduct a review of CL funding usage                                    | Identify the streams of funding available to CLs from the City                                  | Ronak, Chantelle (beyond City funding)  |          | 3               |
|                                    |   | Assess the usage of the streams of funding  |   |          |                 |

|                          |  |   |  |  |   |
|--------------------------|--|---|--|--|---|
|                          |  | Identify opportunities for funding usage to be maximized        |  |  |   |
|                          |  | Collect findings and provide the information to CLs             |  |  |   |
| Report on infrastructure | Conduct a review of CL capital assets and facilities | List all CL capital assets                                      | OperationsSr.D to list all known CL capital assets |  | 3 |
|                          |  | Determine which assets are nearing their end of life            |  |  |   |
|                          |  | Determine all new projects that are in planning and development |  |  |   |
|                          |  | Report on current assets and anticipated changes                |  |  |   |

We increase citizen engagement with their communities and Community Leagues

Performance Measure: The EFCL and the City spread the message of the positive impact of Community Leagues

| Target                        | Strategies  | Tasks   | Person(s) Responsible  | Timeline | Outcome Linkage |
|-------------------------------|---|---|--|----------|-----------------|
| External Communications Goals | Develop a joint set of goals to promote CL membership and participation | Identify the capacity of the EFCL to promote CLs                | Membership Sr.D<br>Ronak, Chantelle (ice rink ambassador pilot)                  |          | 3               |
|                               |   | Identify the capacity of the City to promote CLs                |  |          |                 |
|                               |   | Develop key messages that promote the benefits of CL membership | Communications Officer/Membership Sr.D<br>Chantelle                              |          |                 |
|                               |   | Spread the key messages through City and EFCL networks          | Sr.D/Communications officer to assist to spread key messages<br>Ronak, Chantelle |          |                 |

Building City Council's understanding of the progress of the partnership between the City and the EFCL

We report to City Council to demonstrate the success of our partnership

Performance Measure: City Council received and is satisfied with a report on the progress and results of the partnering agreement

| Target                                | Strategies                   | Tasks  | Person(s) Responsible | Timeline | Outcome Linkage |
|---------------------------------------|------------------------------|--|-----------------------|----------|-----------------|
| Completed report delivered to Council | Present evaluation framework | Draft evaluation framework                                 | Colin                 |          | 1, 2, 3         |
|                                       |                              | Review evaluation framework                                | Colin                 |          |                 |
|                                       |                              | Approve evaluation framework                               |                       |          |                 |
|                                       |                              | Present evaluation framework                               |                       |          |                 |
|                                       | Prepare report for Council   | Implement evaluation framework                             |                       |          | 1, 2, 3         |
|                                       |                              | Create an outline of what will be presented to Council     | Colin                 |          |                 |
|                                       |                              | Complete a summary of progress within evaluation framework | Colin                 |          |                 |
|                                       |                              | Complete qualitative report of progress                    | Colin                 |          |                 |
|                                       |                              | Develop the report template                                | Colin                 |          |                 |
|                                       |                              | Draft the report   | Colin                 |          |                 |
|                                       | Present the report           |  |                       |          |                 |

## 7.0 NEWS FROM THE CITY OF EDMONTON

**MEETING DATE :** October 11, 2018  
**AGENDA ITEM # :** 7.1 – News From The City of Edmonton  
**PRESENTED BY:** Chantile Shannon, Citizen Services

**Item 7.1**

News from the City of Edmonton  
EFCL Board Meeting, October 11, 2018



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

### **New Rules for Smoking Cannabis and Tobacco in Public Places**

City Council voted on new rules for smoking cannabis and tobacco in public places. The rules come into effect October 17, 2018, the day cannabis becomes legal across Canada.

In Edmonton, smoking will not be permitted within 10 metres of:

- doorways, windows and air intakes of buildings
- patios
- bus stops

In addition, smoking will not be allowed in:

- any patio or building (buildings include those that are publicly or privately owned, to which members of the public have access, such as stores and restaurants);
- parks containing playgrounds, sports fields, skate parks, bicycle parks, outdoor theatres, outdoor pools, outdoor spray parks, seasonal skating rinks or off-leash areas;
- properties containing schools or childcare facilities.

Smoking cannabis and tobacco will be permitted in private homes unless otherwise specified by the owner.

The City will launch a public education and awareness campaign about Edmonton's cannabis consumption rules in late September 2018. For more information: [edmonton.ca/cannabis](http://edmonton.ca/cannabis)

### **Abundant Community Edmonton (ACE)**

ACE is a citizen centered 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.

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. 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.

Everyone is welcome to attend the upcoming sessions that best accommodate their schedule.

- Saturday, Oct 13, 9:30 am - 12:00 pm at Central Lions Recreation Centre (11113 113 Street)
- Wednesday, October 24, 5:00 pm at the Valley Zoo, Otter Room (13315 Buena Vista Road)

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

### **Share your Voice at Engage Edmonton**

Edmontonians are invited to share their voices and help shape our City by attending one of six family-friendly Engage Edmonton events, from October 11 to November 15. There are convenient One-Stop Shop locations where everyone can provide their thoughts on up to 11 unique topics, including: Residential Waste, Bus Network Redesign, City Plan and Edmonton Bike Plan. There will be fun activities for all ages and we are serving up free food. Visit [edmonton.ca/engage2018](http://edmonton.ca/engage2018) or call 311 for event details.

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

### **Have your Final say about Edmonton's new Bus Routes**

Share your final thoughts about Edmonton's draft bus network by attending one of 13 family-friendly workshops or by filling out an online survey from October 25 to December 9.

We want to ensure the spirit of the public feedback we received this spring is reflected in our new bus routes plan. More [public engagement](http://publicengagement) information is available at [edmonton.ca/newbusroutes](http://edmonton.ca/newbusroutes).

### **Beware the Glare: Take Extra Care at Crosswalks & Intersections**

In the fall, the glare of the sun coincides with morning and evening rush hour. This creates blinding conditions for drivers and pedestrians are much more difficult to see, especially in crosswalks. For everyone's safety, the City is reminding:

Drivers:

- Watch for pedestrians
- Keep your windshield clean inside and out
- Wear sunglasses

Pedestrians:

- Stop and look both ways before stepping into the street.
- Make eye contact with drivers, whenever possible, before proceeding.
- When traffic has completely stopped, proceed across the street with caution.

The City of Edmonton’s “Beware the Glare” campaign runs until October 21, 2018. It is part of Vision Zero, the City’s long-term goal to reach zero traffic fatalities and reduce serious injuries.

For more information visit [here](#).

## **Come Ride with ELA**

The City is conducting one of the first electric autonomous vehicle pilot projects in Western Canada. We’ve partnered with Pacific Western Transportation (PWT) to bring the Electric Autonomous Shuttle (ELA), to Edmonton. Our goal is to gather feedback from Edmontonians about Autonomous Vehicles and facilitate cold weather testing with the University of Alberta.

Edmontonians can experience riding in an autonomous vehicle and provide feedback about this new technology. Drop by or [sign up](#) to ride with ELA and fill out the survey to tell us what you think.

ELA will be available to ride at:

- [Blatchford](#) from October 9 - 16,
- [Chappelle Gardens](#) from October 17 - 21
- [Old Strathcona](#) from October 22 - November 4.

To ensure public safety during the pilot, the shuttle will be separated from traffic and have a trained operator, who is able to stop the vehicle at any point, on board. The vehicle operates at around 12 km/h, contains a ramp for accessibility and can hold up to a maximum of 12 people, including the operator (six seated and six standing).

ELA is manufactured by EasyMile, one of the leading autonomous vehicle technology companies with more than 170 incident-free deployments in more than 20 countries across Asia-Pacific, the Middle East, North America, and Europe.

For more information visit: [edmonton.ca/ELA](http://edmonton.ca/ELA)

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

## **Time to Talk Future of Waste**

Waste Services is considering changing the way Edmontonians sort and manage their waste at home and work, and we need your input!

Everyone has a role to play in managing Edmonton’s waste to ensure a cleaner, sustainable future for our city. This fall, Waste Services will be seeking input from Edmontonians about proposed changes. Join us at an upcoming drop-in session and complete our online survey. Provide your thoughts and feedback on topics such as waste reduction and reuse, waste sorting, and garbage collection.

**Drop-in Sessions**

October 3 - November 15, 2018

**Online Survey**

October 1 - November 10, 2018

Call 311 for accessibility services at drop-in sessions. Family-friendly activities available.

Learn more and take our online survey at [edmonton.ca/futureofwaste](http://edmonton.ca/futureofwaste)

|   |
|---|
| <b>Upcoming Meetings, Events and Activities</b> |
|---|

|                |  |
|----------------|--|
| Oct 3 - Nov 15 | Time to Talk Future of Waste - <a href="#">Drop-in Sessions</a>  |
| Oct 9 - 16     | Come Ride with ELA at <a href="#">Blatchford</a> , info at <a href="http://edmonton.ca/ELA">edmonton.ca/ELA</a>        |
| Oct 13         | ACE Community of Practice, 9:30 am - 12:00 pm at Central Lions Recreation Centre (11113 113 Street)                    |
| Oct 17 - 21    | Come Ride with ELA at <a href="#">Chappelle Gardens</a> , info at <a href="http://edmonton.ca/ELA">edmonton.ca/ELA</a> |
| Oct 22 - Nov 4 | Come Ride with ELA at <a href="#">Old Strathcona</a> , info at <a href="http://edmonton.ca/ELA">edmonton.ca/ELA</a>    |
| Oct 24         | ACE Community of Practice, , 5:00 pm at the Valley Zoo, Otter Room (13315 Buena Vista                                  |
| Oct 25 - Dec 9 | <a href="#">Bus Network Public Engagement</a>  |
| Oct 29         | Executive Committee Reports: Neighbourhood Revitalization - Alberta Avenue and Jasper                                  |

- [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!](#)



## 9.0 STAFF REPORTS

**MEETING DATE :** October 11, 2018  
**AGENDA ITEM # :** 9.1 – Exec. Director’s Report  
**PREPARED BY:** Laura Cunningham-Shpeley, Executive Director

**Item 9.1**

### Rollie Miles/Facility Update

- The Strategy document was submitted to the COE. The feedback from the board and staff were incorporated and this was the final piece of information required to get us to the next phase with the City with respect to the Rollie Miles project.
- We have begun preliminary discussions with City staff regarding creating an open work space area in the current building. This is a result of the work done by Colin while gathering staff and board feedback. If we are interested in growing the organization, then we need to look at other options for working.
- EFCL presented to City Council on October 3<sup>rd</sup> recommending that City Council and Administration look at the concept of Rollie Miles as a model for other small, local recreation facilities around the city. There was a high level of community engagement throughout the process. Many community league folks came out to identify to City Council that this park is essential to the community. EFCL stated that, although disappointed that we weren’t included in the business case, we were moving forward with exploring other options for space around the city. Motion from Committee asked Administration to look at other options for funding this facility.
- We have begun discussions with the Edmonton Public School Board as well as the City of Edmonton around space options in other facilities across the city.
- Met with Jason Watt from the Matt Berry Community Facility. They have accepted our proposal and had a few questions about it. We spoke openly about expectations around fundraising, and he articulated that likely they would be looking for EFCL to raise close to \$1 million towards the facility. There have been no commitments made to this point.

### Contractors

Jenn Allan- Finance Officer, now has a signed contract that runs until April of 2019 when it will be reviewed.

Howard Lawrence- Community Development Advisor- now has a signed contract until December 21, 2018

### Service Package

The Service Package to the City was submitted on September 21, 2018. There were several revisions requested and the final package was submitted and accepted on September 26, 2018.

The Service Package has also been sent to the Mayor’s office upon their request as they could not schedule a time to meet. This was sent on September 27<sup>th</sup>.

### Community League Day

The weather did not cooperate this year, and we saw many leagues that had facilities go ahead with their events on a scaled back version. Those without facilities had to cancel or postpone. Attendance was much lower than was was expected. In social media we trended at #5 for the day. Jasmin worked very

hard to keep up to date on all the changes and ensure that the word got out. We had a lot of good publicity leading up to this - CBC and Ryan Jespersen show.

Feedback from this year includes:

- Come up with theme earlier in year
- Make Something Edmonton-work out the kinks earlier. This partnership happened in July and should have begun earlier
- Many Leagues still went ahead with their events. Kudos to them!!

### **Meetings and Collaboration**

- Sept.14- Ryan Jespersen show with Leanne Rosinski and Wil Tonowski - a one-hour show about Community Leagues!
- Sept. 15- Community League Day- staff attended 15 different League events that day despite the cancellations and the weather
- Sept.19 -Jan Fox-REACH Edmonton. Many synergies here with Out of School Time programs, as well as connections with communities that they have been working with, and that they have had requests to begin work with. Jan connected us with many different leaders of cultural organizations.
- Sept.19- Met with Julie Kusiek- President of Queen Alex. She is creating a "ThriveYEG" site to bring together stories from people across the city on the 'wealth' that they have in terms of services, infrastructure, etc. from the City. This is in response to a 'Prosperity Edmonton' site that was started a few months ago that focused on financial wealth and the pressure for City Council to make significant funding cuts. Going into this budget, Julie would like to bring to light the positive stories from community people.
- Sept.20- Met with Councillor Cartmell
- Sept. 20- attended Cormac Russell talk with E4C and Bissell Centre staff to talk about how to connect the people they work with back into their neighbourhood. A lot of talk about connecting with Community Leagues
- Sept. 22- Attended Rosenthal Community League Day event
- Sept.25- Attended Corporate Climate Leaders Program information session, hosted by Councillor Henderson and Councillor Walters this will fall under Green Leagues. We will go forward with being a part of the program as they have subsidized 100% of the cost to work with Climate Smart, a company from Vancouver, to help EFCL do an energy audit and look for efficiencies in our current space.
- Sept. 25- Met with Councillor Nickel. He stated that he is interested in supporting EFCL growth as he feels community leagues provide tangible and real services and programs to residents. He will bring our Service package forward to Councillor Dziadyk, Councillor Banga, Councillor Caterina, Councillor Cartmell and Councillor Paquette for endorsement.
- Sept.26- Planning Committee Meeting
- Sept. 27- 100<sup>th</sup> anniversary committee meeting
- Sept. 28- Met with Chantile Shannon
- Oct. 4- Met with David Prodan- E4C
- Oct.4- Met with Councillor Dziadyk
- Oct.5- Met with Councillor Knack with Fraser
- Oct.5- Met with Tim Adams- Free Footie
- Oct.5- Met with Mark Cobaj- From Here to There

# Edmonton Federation of Community Leagues 2019-2022 Operating Budget

Edmonton

## HISTORY

For almost 100 years, the Edmonton Federation of Community Leagues (the EFCL) has been the coordinating body for a novel and volunteer-driven model of neighbourhood participation – the community league. Originally pioneered in Edmonton, community leagues rapidly spread to other jurisdictions across North America, as the idea of neighbours reaching out and forming communal bonds to tackle safety, recreation, cooperation, inclusivity, and other activities, took root. Today, Edmonton's community leagues are active and present in every corner of our city, reflecting the diversity and vibrancy of our civic body. They continue to be – as they have historically done – a barometer of the issues, challenges, and hopes of local communities living together in ever increasing numbers and complexity.



Community leagues, supported and nurtured by the EFCL, have always been incubators of social innovation.



Notable examples include:

- Identifying local needs and wants for community sports and creating an accessible social infrastructure so that everyone could participate (this is how recreational hockey, basketball, soccer and sport ball programs were all started before growing into their own organizations);
- Providing the framework and infrastructure for citizens to coalesce around an idea and build local community infrastructure, from ice rinks and playgrounds, to community halls and theatres;
- Piloting and developing community safety programs from the air-raid siren program during the Second World War, to modern programs like Neighbourhood Watch and Block (Safe) Parents;
- Encouraging social inclusion and connection through community events and programs like neighborhood BBQs, community gardens, and welcome wagon type programming.

The EFCL's vision is for Edmonton to be a place where community is understood and valued, and where Leagues are seen as the mechanism for citizens to build great neighborhoods and advocate for the city they want. In the pursuit of that vision, the EFCL is guided by a simple mission, which is to **connect, represent and encourage** Leagues to preserve and promote the Community League way of life.

## Edmonton Federation of Community Leagues

# REACH

Today there are 157 Community Leagues, with new ones being formed as the City continues to grow. Within four years, there will be over 160 Leagues. The active and confirmed membership as of today is 85,000 plus, or approximately 10% of Edmonton's urban population as of the latest census.

This reach of active community leadership and a volunteer base provides an incredible platform for citizen engagement and community transformation.

Just as the City grows, becomes more dynamic, and socially complex, so too do the needs and aspirations of the Leagues and the services and supports they require. To this end, the EFCL is guided by a Strategic Plan that has as its core elements the following strategic directions:



### Select Notable Accomplishments 2018:

- The EFCL hired a new Executive Director who seeks to champion leagues and collaborate with civic and community leaders to realize the outcome of healthy and vibrant communities.
- The EFCL developed a Way Forward Plan to chart the course to a vibrant, connected future for the leagues and the EFCL.
- Community Visioning Pilot Project: in select communities, volunteers are hosting community conversations to flesh out their vision and goals on a broad range of topics such as making neighbours feel included, meeting their social and recreation needs, food security, traffic safety, sharing neighbourhood history, and land redevelopment.
- The EFCL hired an Indigenous Project Lead summer student, under the Canada Summer Jobs (CSJ) program, to assist with building a greater understanding between community leagues and the Indigenous community in Edmonton.
- The EFCL established the Women's Leadership Empowerment Program, under the Alberta Status of Women grant, to reduce barriers and encourage women in leadership positions.
- The EFCL has developed and staffed a Community Development Advisor position to support Asset Based Community Development practices in Leagues.



*The EFCL and its league members built the Boysdale Camp, a summer camp for Edmonton's disadvantaged youth in 1949. The camp, located northeast of Edmonton, continued to operate right through to 2003.*

# EMERGING ISSUES

The EFCL, like the City of Edmonton, is at a crossroads. Just as the City has grown and is dealing with the challenges of a growing, diverse municipality, so too have the roles and responsibilities of the coordinative body for the city's vibrant and active community leagues. Community leagues represent microcosms of our City; local streets and neighbourhoods that represent both the promise and the challenges of living side by side in a large metropolis. Issues that are emerging and important to the City, are also of concern to local community leagues.

These include:

- new forums and opportunities for community collaboration, from sports groups to cultural and religious associations;
- rising costs and strains on community infrastructure;
- changing habits, norms, and needs related to recreation and physical activity;
- shifting demographic patterns, and an ever increasing diverse population;
- social isolation and challenges related to community integration;
- public safety and health and wellness considerations; and,
- mobility and transportation design issues, as the City grows and attracts more and more citizens.



Despite all of these changing dynamics, one thing is clear: the City and its citizens are **craving connectedness** in all facets of city life, as evidenced by the newly developed and recently funded Community Hubs initiative. A major challenge when it comes to Community Hubs is designated leadership. By virtue of its history, reach, and expertise in community building and the coordination of both people and places, the EFCL, along with its league leadership, is uniquely positioned to act as a quarterback and catalyst for the rapid establishment and expansion of the Community Hubs program. The EFCL will also be involved in support of the REACH Edmonton CityZen Connect project that aims to connect neighbours and communities using a digital platform.

The EFCL believes that community leagues are a central hub for tackling many of these challenging issues and provides a logical foundation for maximizing existing physical and social infrastructure.



# ENHANCED SERVICES

In order to meet the burgeoning demands of Leagues, and modernize and align the community league movement more fully with the City of Edmonton, the EFCL is requesting a service package beyond the base funding provided. This is done with full appreciation of the tight fiscal environment the City finds itself in, and in the sincere belief that an investment in the EFCL will enhance and leverage broader investments in initiatives like Community Hubs.

## New and Enhanced Services

### Support for Community Hubs

Leverage the EFCL's ability to bring people together and create places for community interaction. The two main stakeholders identified in the City of Edmonton's Terms of Reference for Community Hubs are school boards and the EFCL.

The EFCL is already a supporter of this concept and its entire operating model is predicated on bringing people together in community spaces. An expanded program will leverage all of the existing physical and social infrastructure.

### New Programming

Capacity and expertise to meet evolving community needs and establish programming and engagement aligned with broader City initiatives. Examples include support for the Indigenous People's Strategy, Women's Initiatives, Child Friendly Edmonton, Live Active and Multiculturalism, and Urban Isolation and Mental Health initiatives. Further support for urban policy and program objectives like urban form and seniors outreach.

## Incubators for Social Innovation

As mentioned above, the EFCL has always nurtured the development of pilots and seed programs. Many of these initiatives, as they have grown in popularity and scale, have been taken over by the City, or gone on to

form their own community organizations. This capacity to seed ideas and programs and scale them to a point where they can branch out, is a key role of the EFCL.

## Continuous Improvement – Leveraging Voluntary Activities

Evidence from a Community Hubs pilot program in schools showed that for every \$1 invested, a \$4.60 Social Return on Investment was realized. Similar statistics are available that illustrate that voluntary organizations have an outsized impact on ROI. An investment in the EFCL to support community and capacity building efforts will also lead to similar leverage opportunities. Moreover, for every additional dollar invested, the EFCL will raise an additional 33% from other sources, thereby extending the reach of a modest investment.

|  |                     |
|--|---------------------|
| *****                                      |                     |
| DATE:                                      | 09/14/2018          |
| \$1.00                                     |                     |
| Investment in EFCL                         |                     |
| =  |                     |
| \$1.33                                     |                     |
| EFCL invested capital - immediate leverage |                     |
| +  |                     |
| \$4.60                                     |                     |
| Social Return on Investment - SROI         |                     |
| +  |                     |
| EFCL people and place expertise            |                     |
| +  |                     |
| Engaged community leadership               |                     |
| +  |                     |
| Dynamic volunteer base                     |                     |
| <hr/>                                      |                     |
| Total:                                     | Strong ROI and SROI |
| -----                                      |                     |

## LEVERAGED INVESTMENT

The EFCL recognizes that the budget environment is constrained. The request for additional funds over the four year cycle has been deliberately scaled to reflect:

- a) prudence and value for money;
- b) maximizing existing capacity and infrastructure; and,
- c) alignment with city goals and initiatives.

Make no mistake, the EFCL desires to partner with the City in the many areas where we share alignment on people and place outcomes. An enhanced investment in the EFCL makes sound fiscal sense and facilitates the achievement of the City's goals – for every \$1 invested, they get an immediate \$1.33 worth of service as well as community capacity, and leverage of the existing social and physical infrastructure of the 157 Leagues.



Over the upcoming four year budget period (2019-2022) the EFCL seeks to achieve the following outcomes:

1. Sustainable community based infrastructure and programming in support of community connectedness via a vibrant and healthy community league system.
2. Ensuring that all Edmonton neighbourhoods are socially, economically and environmentally sustainable to the extent that the community league itself reflects this.
3. Centralize and bolster resources in support of community leagues acting as hubs for fostering connectedness and community in efforts to decrease social isolation.
4. Ensure that the community league facilities and assets are maximized and optimized in support of the City's and the EFCL's joint goal of fostering community building, education, recreation, and enhancing general quality of life.

### Impact Of Previous Council Decisions

The EFCL did not request or receive any additional funding (i.e. a Service Package) in the 2018 budget. It used the EFCL operating grant (\$585,000), and incidental funding derived from other sources (e.g. membership dues, fundraising, grants for specific projects and initiatives, etc.) to maintain and carry out its mandate as the coordinating body for the City's 157 Community Leagues.

Continuing activities supported by the base operating grant include the EFCL's support for the 157 Community Leagues. Specifically, the Base Operating Grant funds activities such as:

- specific programming and training initiatives;
- league and community advocacy;
- board development and advisory services;
- operational, administrative and communication support (e.g. member services)



# Edmonton Federation of Community Leagues

## Incremental Change in EFCL Full-time Equivalent

The service package requested will fund an additional 11.4 FTEs by the end of the four year cycle. For 2019, the request is for funding equivalent to 2.4 FTEs.

The specific roles and FTE allocations for the entire four year funding request are as follows:

| Year           | 2019  | 2020  | 2021                                     | 2022                                 |
|----------------|---|---|--|--------------------------------------|
| New FTE        | FTE Total: 2.4                                    | FTE Total: 3.4  | FTE Total: 3.4                           | FTE Total: 2.3                       |
| Position Focus | Community Activator (0.8 FTE)                     | Community Activator (1.0 FTE)                           | Community Activator (1.0 FTE)            | Community Activator (0.2 FTE)        |
|                | Live Active Coordinator (0.8 FTE)                 | Community Activator (1.0 FTE)                           | Women's Leadership Coordinator (1.0 FTE) | Child Friendly Coordinator (1.0 FTE) |
|                | Indigenous Peoples Strategy Coordinator (0.8 FTE) | Urban Isolation and Mental Health Coordinator (1.0 FTE) | Multicultural Coordinator (1.0 FTE)      | Seniors Coordinator (1.0 FTE)        |
|                |   | Communications Specialist (0.4 FTE)                     | Communications Specialist (0.4 FTE)      | Communications Specialist (0.1 FTE)  |



### EFCL: The Original Social Network

*Community Leagues and Edmonton schools always worked very closely together through the years, but in 1969, it was the Edmonton Community League movement that created the first kindergarten program in Alberta.*





## Edmonton Federation of Community Leagues

---

### Proposed 2019-2022 Budget - Branch Summary by Program

| (\$000)                                      | 2017<br>Actual | 2018<br>Adjusted<br>Budget | 2019<br>Budget | 2020<br>Budget | 2021<br>Budget | 2022<br>Budget |
|--|----------------|----------------------------|----------------|----------------|----------------|----------------|
| <b>Net Expenditure &amp; Transfers</b>       |                |                            |                |                |                |                |
| Community League - Operating                 | 2,730          | 2,784                      | 2,784          | 2,784          | 2,784          | 2,784          |
| Community League - Infrastructure            | 2,750          | 2,750                      | 2,750          | 2,750          | 2,750          | 2,750          |
| Community League - Emerging                  | 3              | 3                          | 3              | 3              | 3              | 3              |
| Community League - Utilities                 | 111            | 116                        | 116            | 116            | 116            | 116            |
| EFCL - Operating                             | 574            | 585                        | 585            | 585            | 585            | 585            |
| <b>Total Net Expenditure &amp; Transfers</b> | <b>\$6,168</b> | <b>\$6,238</b>             | <b>\$6,238</b> | <b>\$6,238</b> | <b>\$6,238</b> | <b>\$6,238</b> |
| <b>Total Net Operating Requirement</b>       | <b>\$6,168</b> | <b>\$6,238</b>             | <b>\$6,238</b> | <b>\$6,238</b> | <b>\$6,238</b> | <b>\$6,238</b> |

## Budget Changes Summary for 2019-2022

### Expenditures & Transfers - Changes

#### Community League - Operating

No change from the previous year

#### Community League - Infrastructure

No change from the previous year

#### Community League - Emerging

No change from the previous year

#### Community League - Utilities

No change from the previous year

#### EFCL - Operating

No change from the previous year

#### Service Packages

##### *Increasing Community League Vibrancy*

This service package, aimed at bolstering EFCL staff resources in support of the Community Hubs initiative and broader Council initiatives, requests additional annual incremental funding as follows: Year 1 - \$114; Year 2 - \$170; Year 3 - \$170; Year 4 - \$114. This funding request represents a maximum annual value of \$568.

If approved, this service package would be allocated by the EFCL to fund an additional 11.4 FTEs by the end of the four years. For 2019, the request is for funding equivalent to 2.4 FTEs.

##### *Increasing Community League Capacity*

This service package would support an annual 2% increase to the operating funding provided to community leagues to respond to increasing programming and infrastructure needs, both current and anticipated resulting from the

service package outlined above. The annual incremental requirements are as follows:

Year 1 - \$56; Year 2 - \$56; Year 3 - \$58; Year 4 - \$59.



### Historical Partners in Community Connectedness and Safety

*In the early to mid 1900's, the City was going through periods of dynamic growth, which put pressure on the financial base to meet the City's burgeoning social and infrastructure needs.*

*Community leagues, true to their origin, were quick to help their neighbours and during WWII, the sense of social consciousness of both the EFCL and the leagues, saw them supporting the war efforts on many levels.*

*With the financial help of the EFCL and its members, the city was able to install air raid sirens and intensify safety measures during the war years.*

# Edmonton Federation of Community Leagues

## Branch - Federation of Community Leagues

**Program - Federation of Community Leagues**  
**Title - EFCL - Increasing Community League**  
**Vibrancy**

**New or Enhanced Service**  
**Unfunded**  
**Ongoing**

### Results to be Achieved

Over the upcoming budget (2019-2022) the EFCL seeks to achieve the following outcomes:

- 1) Sustainable community based infrastructure and programming in support of community connectedness via a vibrant and healthy community league system.
- 2) Ensuring that all Edmonton neighbourhoods are socially, economically and environmentally sustainable to the extent that the community league itself reflects this.
- 3) Centralize and bolster resources in support of community leagues acting as hubs for fostering connectedness and community in efforts to decrease social isolation.
- 4) Ensure that community league facilities and assets are maximized and optimized in support of the City's and EFCL's joint goal of fostering community building, education, recreation, and enhancing quality of life.

### Description

The EFCL envisions a vibrant community league system, which acts as a supportive infrastructure for many other programs and initiatives fostering community building and connectedness. In support of the Action Plan for the Partnering Agreement between the City of Edmonton and Edmonton Federation of Community Leagues, the City's community development agenda and the long-term vision for communities, the Council Initiatives (most notably the new Community Hubs initiative), the Abundant Communities Initiative, and the overarching Council 10-year goal of promoting connectedness in Edmonton, the EFCL desires to develop the foundational community infrastructure base on which many of these programs and outcomes will rely on for their success. Key to this foundational infrastructure will be our strategic emphasis on board effectiveness through training and coaching and community partnership initiatives all of which are governed by our accountability and reporting framework. This service package would provide funding for 11.4 FTEs to bolster EFCL's staff resources in support of the Community Hubs initiative and broader Council initiatives.

### Justification

The EFCL has been named as a key stakeholder in 6 out of 24 Council Initiatives, one of which (Community Hubs) is brand new. Beyond these, the EFCL has a vested interest in progressing the outcomes of at least 6 other Council Initiatives at the community and neighbourhood level. In addition, the exciting and valuable Abundant Communities initiatives and the proposed CITYzen Connect app (separate and independent new service package) will both rely on the supportive infrastructure that community leagues provide in connecting neighbours in meaningful ways. In support of these, and the existing requirements that the EFCL gladly undertakes in support of its 157 community leagues, the EFCL requests additional funding to provide sustainable infrastructure and programming in support of these initiatives and outcomes.

| Incremental (\$000) | 2019         |           |              |          | 2020         |           |              |          | 2021         |           |              |          | 2022         |           |              |          |
|---------------------|--------------|-----------|--------------|----------|--------------|-----------|--------------|----------|--------------|-----------|--------------|----------|--------------|-----------|--------------|----------|
|                     | Exp          | Rev       | Net          | FTEs     | Exp          | Rev       | Net          | FTEs     | Exp          | Rev       | Net          | FTEs     | Exp          | Rev       | Net          | FTEs     |
| Annualization       | -            | -         | -            | -        | -            | -         | -            | -        | -            | -         | -            | -        | -            | -         | -            | -        |
| New Budget          | \$170        | 57        | \$114        | -        | \$255        | 85        | \$170        | -        | \$255        | 85        | \$170        | -        | \$170        | 57        | \$114        | -        |
| <b>Total</b>        | <b>\$170</b> | <b>57</b> | <b>\$114</b> | <b>-</b> | <b>\$255</b> | <b>85</b> | <b>\$170</b> | <b>-</b> | <b>\$255</b> | <b>85</b> | <b>\$170</b> | <b>-</b> | <b>\$170</b> | <b>57</b> | <b>\$114</b> | <b>-</b> |

# Edmonton Federation of Community Leagues

## Branch - Federation of Community Leagues

Program - Federation of Community Leagues  
 Title - EFCL - Increasing Community League Capacity

Growth on Existing Services

Unfunded

### Results to be Achieved

Over the upcoming budget (2019-2022) EFCL seeks to achieve the following outcomes:

- 1) Sustainable community based infrastructure and programming in support of community connectedness via a vibrant and healthy community league system.
- 2) Ensure that all Edmonton neighbourhoods are socially, economically and environmentally sustainable to the extent that the community league itself reflects this.
- 3) Centralize and bolster resources in support of community leagues acting as hubs for fostering connectedness and community in efforts to decrease social isolation.
- 4) Ensure that community league facilities and assets are maximized and optimized in support of the City's and the EFCL's joint goal of fostering community building, education, recreation, and enhancing general quality of life.

### Description

The EFCL envisions a vibrant community league system, which acts as a supportive infrastructure for many other programs and initiatives fostering community building and connectedness. In support of the City's community development agenda and the long-term vision for communities, the Council Initiatives (most notably the new Community Hubs initiative), the Abundant Communities Initiative, and the overarching Council 10-year goal of promoting connectedness in Edmonton, the EFCL desires to develop the foundational community infrastructure base on which many of these programs and outcomes will rely on for their success. Community leagues represent microcosms of our City; local neighbourhoods that represent both the promise and the challenges of living side by side in a large metropolis. Just as the City grows, becomes more dynamic, so too do the needs and aspirations of the Leagues and the services and supports they require. In order to ensure that our 157 leagues have the capacity required to meet these increasing current and future needs, this service package would support an annual 2% increase in operating funding provided to community leagues over the four year period.

### Justification

The EFCL has been named as a key stakeholder in 6 out of 24 Council Initiatives, one of which (Community Hubs) is brand new. Beyond these, the EFCL has a vested interest in progressing the outcomes of at least 6 other Council Initiatives at the community and neighbourhood level. In addition, the exciting and valuable Abundant Communities initiatives and the proposed CITYzen Connect app (separate and independent new service package) will both rely on the supportive infrastructure that community leagues provide in connecting neighbours in meaningful ways. In support of these, and the existing requirements that the EFCL gladly undertakes in support of its 157 community leagues, the EFCL requests additional growth-oriented funding to provide sustainable infrastructure and programming in support of these initiatives and outcomes.

| incremental<br>(\$000) | 2019        |          |             |          | 2020        |          |             |          | 2021        |          |             |          | 2022        |          |             |          |
|------------------------|-------------|----------|-------------|----------|-------------|----------|-------------|----------|-------------|----------|-------------|----------|-------------|----------|-------------|----------|
|                        | Exp         | Rev      | Net         | FTEs     | Exp         | Rev      | Net         | FTEs     | Exp         | Rev      | Net         | FTEs     | Exp         | Rev      | Net         | FTEs     |
| Annualization          | -           | -        | -           | -        | -           | -        | -           | -        | -           | -        | -           | -        | -           | -        | -           | -        |
| New Budget             | \$56        | -        | \$56        | -        | \$56        | -        | \$56        | -        | \$58        | -        | \$58        | -        | \$59        | -        | \$59        | -        |
| <b>Total</b>           | <b>\$56</b> | <b>-</b> | <b>\$56</b> | <b>-</b> | <b>\$56</b> | <b>-</b> | <b>\$56</b> | <b>-</b> | <b>\$58</b> | <b>-</b> | <b>\$58</b> | <b>-</b> | <b>\$59</b> | <b>-</b> | <b>\$59</b> | <b>-</b> |

## 11.0 CORRESPONDENCE

Item 11.1

**MEETING DATE :** October 11, 2018  
**AGENDA ITEM # :** 11.1 – Edmonton Social Planning Council Re: Research  
**PREPARED BY:** Laura Cunningham-Shpeley, Executive Director



To: Edmonton Social Planning Council  
From: Edmonton Federation of Community Leagues  
Date: September 17, 2018  
Re: Partnering to conduct social planning research

Having long since advocated for a balanced approach to affordable and supportive housing with an equitable distribution throughout the City of Edmonton, the Edmonton Federation of Community Leagues (EFCL) welcomed City Council Executive Committee's decision to pass the recommendations contained within City Policy C601, The City-Wide Affordable Housing Framework. This policy was engineered in an effort to decrease the significant housing pressures facing Edmonton's most vulnerable and to broaden the range of housing choice available in *all* of Edmonton's neighbourhoods.

At present, affordable housing in Edmonton is concentrated in specific pockets of the city, with some neighbourhoods shouldering much more of the responsibility than others. The neighbourhood effects of concentrated poverty are well-documented and dramatic, with public and assisted housing units in Edmonton often constructed in ways that have reinforced spatial disparities in the past. However, the new framework seeks to address these neighbourhood level housing imbalances by establishing an aspirational target of 16% affordable housing in every neighbourhood throughout the city. Despite this commitment from City Council, we remain concerned that the goal of expanding and dispersing Edmonton's affordable housing portfolio will remain merely *aspirational* and are interested in ways in which to make these goals a reality.

In the past, there have been complicated fiscal and political realities that have impeded the expansion and dispersal of Edmonton's affordable housing stock and, if not meaningfully addressed, may continue to undermine efforts to securely house Edmonton's most vulnerable. In order to promote the efficacy of this policy, we are approaching the Edmonton Social Planning Council (ESPC), experts in affecting positive social change through careful and deliberate social planning research, to conduct research on behalf of the Federation, whose ultimate goal is to reduce poverty by improving housing stability in the City of Edmonton.

At the Federation, we believe a major piece to ensuring the success of this policy is to build and maintain support within individual communities. As such, we are proposing research that engages with and responds to the context specific variables in Edmonton's many diverse communities and seeks to understand how we can ensure *all* communities are committed to accepting an increase in their affordable housing stock by answering the following questions:



WHERE NEIGHBOURS MEET  
and GREAT THINGS HAPPEN  
EDMONTON FEDERATION of COMMUNITY LEAGUES

1. What novel approaches can be adopted to reboot a community's way of thinking, helping them to embrace positive change and future opportunity?
2. How can ensuring early and ongoing engagement with community members positively affect housing outcomes?
3. How can we balance the current fabric of a neighbourhood with the need to achieve diversity in housing type?
4. Are there context specific design concessions that affect people's way of life that can be implemented to improve community support for affordable developments?

This research would be conducted in Edmonton, Alberta for a duration of 6-8 months. The principal output would be a contracted white paper produced by the Edmonton Social Planning Council on behalf of the Edmonton Federation of Community Leagues, which would include their research and our recommendations, in addition to tools and/or methodologies we would jointly develop to be presented to the City of Edmonton for their use in community consultations regarding affordable housing.

To support this research, the Edmonton Social Planning Council can expect full access to the Edmonton Federation of Community Leagues memberships, space in our facility or league halls to conduct focus groups, and support from our staff for facilitation. The Edmonton Social Planning Council would be responsible for consultation and attendant data analysis with a variety of stakeholders including, but not limited to, developers, city administration, and neighbourhood residents. Conversely, the Federation would facilitate focus groups with community leagues and league members.

We look forward to your response to this proposal and a quote of your services. We are available to meet to discuss details including cost and timeline at your earliest convenience.

Kind regards,

Laura Cunningham-Shpeley  
Executive Director  
Edmonton Federation of Community Leagues

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

[www.efcl.org](http://www.efcl.org)  
780-437-2913  
Join us on facebook & twitter

**MEETING DATE :** October 11, 2018

**Item 11.2**

**AGENDA ITEM # :** 11.2 – Urban Planning Committee Re: Major & Minor Alcohol Sales

**PREPARED BY:** EFCL Planning And Development Committee

---



To: Council Urban Planning Committee  
From: EFCL Planning and Development Committee  
Date: October 2, 2018  
Re: Agenda Item 6.1 – Options for Managing the Impacts of Major and Minor Alcohol Sales

The EFCL Planning and Development Committee has reviewed the proposed options for managing the impacts of major and minor alcohol sales and we wish to extend our sincere support for Option 1 - maintaining the 500-metre separation distance between liquor stores.

Despite 500-metres roughly equating to three city blocks, administration is suggesting that City Council eliminate the separation distance between liquor stores and only retain the 100-metre separation distance from parks and schools. The following reasons are why we strongly believe this is an inappropriate course of action for the City of Edmonton:

1. There is extremely low public support for this option,
2. The literature indicates that the negative impacts of alcohol consumption are exacerbated by both availability and access, AND
3. The potential for a diversity in retail outlets in residential communities is diminished by an oversaturation of retailers selling one type of product.

Rationale:

*Low public support*

In July of this year, city administration conducted two surveys to gauge public opinion on the six options presented to manage the impacts of major and minor alcohol sales, polling a total of 2773 Edmontonians. Of the proposed options, an overwhelming majority supported retaining the current regulations and maintaining the 500-metre separation distance between liquor stores in mature areas (Table 1). However, administration is recommending option 5, the elimination of separation distances required between liquor stores, in spite of an incredibly low level of public support for this option.



| Option   | Insight – Level of Support<br>(2371 respondents) | Open Link – Level of Support<br>(402 respondents) |
|--|--|---|
| 1) Remain the same - keep the separation distances as it is (500 m in mature areas)  | 45.8%  | 44.0%   |
| 2) Change, provide exemptions to the separation distance requirements in major shopping and tourist destination areas with a high density of workers and residents (in areas like the Downtown, Old Strathcona, West Edmonton Mall). | 19.9%  | 15.9%   |
| 3) Change, make it the same distance as required between Cannabis Retail Sales stores (200 m)  | 12.5%  | 9.0%  |
| 4) Change, make it the same distance as required from Parks, Schools, and Community Recreation Services (100 m)  | 1.9%   | 2.7%  |
| 5) Change, eliminate the separation distance required between liquor stores (0 m) but keep the separation from schools and parks.  | 10.1%  | 12.9%   |
| 6) Change, eliminate all Zoning Bylaw regulations for liquor stores and treat them as General Retail Stores. This includes all separation between stores, schools, and parks.  | 9.8%   | 15.4%   |

**Table 1:** Table summarizing the level of support for each of the proposed options recommended to manage the impacts of alcohol sales.



### *Literature review*

The disharmony between the outcomes of the public consultation regarding managing the impacts of liquor sales and administrations recommended option is further intensified by the academic literature on this subject.

Throughout Administrations report to Council, the notion that the Zoning Bylaw is not an effective tool in limiting in the consumption of a regulated substance is often repeated. This assertion comes in contempt of the literature review *conducted by administration themselves* which frequently cites the association between alcohol outlet density and an increased incidence of a variety of social ills which include, but are not limited to, violent crimes, underage drinking, risk of disease, suicide, and alcohol related hospitalization and mortality. Furthermore, the literature indicates *one* integral component of the broader strategy to reduce harms associated with alcohol consumption is to reduce access and availability to alcohol by limiting the density and physical location of liquor stores, which can be achieved, at least in part, by the Zoning Bylaw.

### *Diversity of retail outlets*

While we concede Zoning may not be intended to regulate a specific type of product, it *is* intended to regulate the use of land with a view to securing the physical, economic, and social wellbeing of urban communities through the careful and deliberate management of the built form. We do not believe these goals are achieved when spatial access to substances like alcohol are not regulated.

Furthermore, at their most functional, residential neighbourhoods each have a sufficient diversity of retail stores and services to support all the needs of daily life. The availability of fresh food, health clubs, pharmacies, restaurants, and others are integral to building and maintaining the healthy fabric of communities. We remain concerned that by expanding opportunities for liquor sales, especially in those areas of the city where retail space is scarce and/or where vulnerable populations exist, opportunities for other would-be shops that have positive impacts on communities, would be limited.

Thank you for your time,

Edmonton Federation of Community Leagues  
Planning and Development Committee

**MEETING DATE :** October 11, 2018

**Item 11.3**

**AGENDA ITEM # :** 11.3 – Bent Arrow Traditional Healing Society Letter of Support

**PREPARED BY:** Cheryl Whiskeyjack, Executive Director



11648 - 85 Street  
Edmonton, Alberta T5B 3E5

780.481.3451 Business  
780.481.3509 Fax  
bentarrow.ca

*"Never losing sight of who we are or where we're going."*

October 4, 2018

To Whom it May Concern,

**Canadian Heritage**

Bent Arrow's mission is committed to building on the strengths of Aboriginal children, youth and their families to enable them to develop spiritually, emotionally, physically and mentally so they can walk proudly in both the Aboriginal and Non-Aboriginal worlds.

In doing so, we believe that this work cannot be done alone and have always seen the value and benefit of partnership and collaboration over these past 24 years. While our roots began with helping Aboriginal youth, we now serve babies, children, youth and adults all the way up to seniors.

Over the last year we have been working with the Edmonton Federation of Community Leagues (EFCL) as a part of one of their strategic directions around reconciliation. We have met with their executive and conducted training to begin the education needed to go forward with reconciliation in a good way. These initial steps have led to a positive working relationship not only with the EFCL but with many of the community leagues in Edmonton.

Our work together so far has led to a desire to continue learning and growing so that our community leagues have a good understating of their role in this process and adjust where necessary. Bent Arrow not only supports the notion of this work but we are also committed to supporting EFCL in getting the necessary activities and resources in place to enable them to continue the work. We are committed to supporting them in a number of ways to help them accomplish those objectives.

We hope you see value in funding an initiative like this.

Sincerely,

Cheryl Whiskeyjack  
Executive Director  
Bent Arrow Traditional Healing Society (780)232-2793

**MEETING DATE :** October 11, 2018

**Item 11.4**

**AGENDA ITEM # :** 11.4 – Website Data Management

**PREPARED BY:** Joanne Booth, Operations & Membership, Sr. Director

### Website Data Management

Current lack of intuitive filing of EFCL documents reflects the challenge of someone setting up a library with no administrative expertise. Actually multiple someones as what is currently stored on our site has been set up by more than one individual. This limitation will, hopefully, be solved with our website rebuild, which I hope includes a better search tool. Currently, our site search tool is a google search. There is a search option for the folders in the library, but it does not work.



**WHERE NEIGHBOURS MEET  
and GREAT THINGS HAPPEN**  
EDMONTON FEDERATION of COMMUNITY LEAGUES

Google Custom Search



About Us

Events & Projects

It would be better to have a search tool for just our site. So, if a member of the public, a league or a board member wanted to look for something specific, for example - the EFCL's hall manager template, the search would only be done on the EFCL's library.

But the data can be found IF you understand how things are set up. At the bottom of the landing page is a tab for Libraries.

#### EFCL Links

[Find or join your league](#)  
[Events & Projects](#)  
[Volunteer for the EFCL](#)  
[Seminars/Workshops](#)  
[Membership Benefits](#)

#### Libraries

[General Public Resources](#)  
[EFCL Board Resources \(Private\)](#)  
[Community League Board Resources](#)

#### EFCL Offices:

7103 105 St NW  
Edmonton, AB  
T6E 4G8 Canada  
P: +1.780.437.2913  
F: +1.780.437.4710

Hours: Mon to Fri, 8:30 to 4:30



© 2014. Powered by EDERAS CMS.  
[Home](#) [About Us](#) [Contact Us](#) [Logout](#)

## Community League Board Resources

This tab takes you to Tools & Resources which is everything a community league board would need to run their operations. This section is divided as follows.

- [Board Development & Operations](#)
- [Planning & Development](#)
- [Programming in a Box](#)
- [Social Media & EFCL Website](#)
- [Grant Programs](#)
- [Program Development](#)
- [Special Offers](#)
- [Leagues by District](#)
- [City Resources](#)

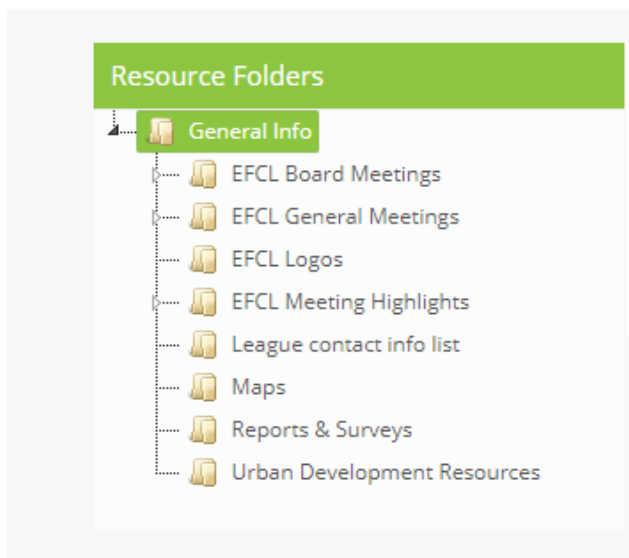
And if something can't be found, there are instructions to contact the EFCL. From time to time, this section has been set up exclusively for community league board members, but at this time it is readily available to anyone.

The other section that is part of this library is The Public Resources area. When you click that link, you are taken to a site that contains public information, including agenda packages and meeting minutes. Everything there starts with a folder called General Info

This section contains:

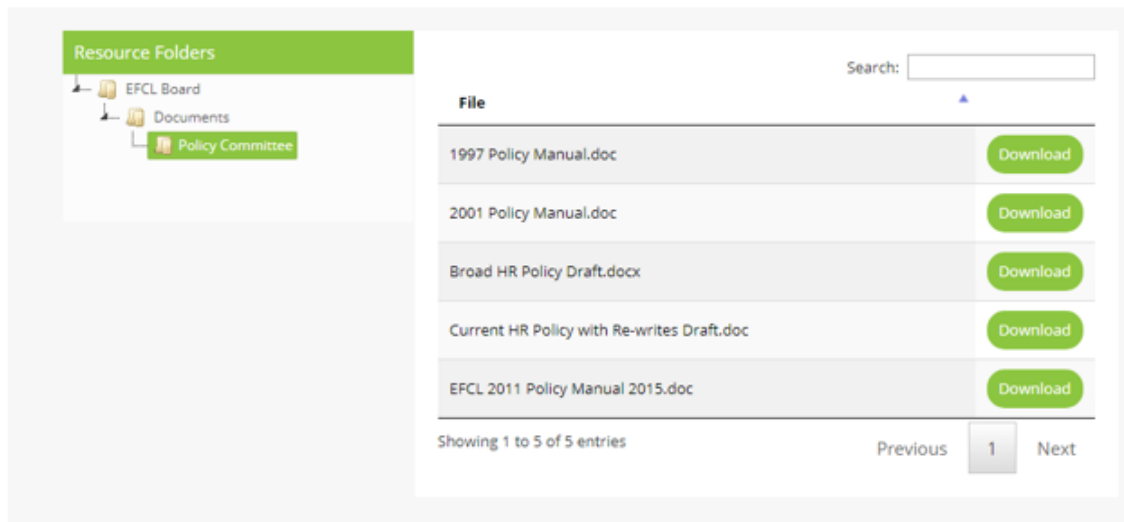
- Agenda packages
- Approved minutes
- Meeting highlights
- Special reports on a number of topics, including EFCL annual reports and surveys
- Resources on housing and transportation
- District maps
- EFCL logos

When you do click on the General Info tab, the following folders come up.



This is the area where you find agenda packages and minutes of both board meetings and general meetings, after the minutes have been approved of course. It is also where we keep any other information that is public, such as our logos and league contact information.

The last area in our Libraries is EFCL Board Resources (Private). Right now, there isn't much in that section except information around our Policy Manuals, which are available for downloading. This is the area where our board members could store or share information between themselves. A folder would be created, and anyone with permission to that site, could view, download, upload.



Once in the resource folders, there is a search option there, but it does not work. These folders are updated when previous meetings' minutes have been approved.

**MEETING DATE :** October 11, 2018  
**AGENDA ITEM # :** 11.5 – 100th Anniversary Project Letter of Support  
**PREPARED BY:** Chris Nielsen, MLA Edmonton-Decore

**Item 11.5**

LEGISLATURE OFFICE:  
513D Legislature Building  
10800-97 Avenue NW  
Edmonton, AB T5K 2B6

Phone: (780) 638-1406  
Fax: (780) 638-1431



LEGISLATIVE ASSEMBLY  
ALBERTA

CONSTITUENCY OFFICE:  
#5, 9225-144 Avenue NW  
Edmonton, AB T5E 6A3

Phone: (780) 414-1328  
Fax: (780) 414-1330

**Chris Nielsen, MLA**  
Edmonton-Decore Constituency

Ministry of Culture and Tourism  
227 Legislature Building  
10800 97 Avenue NW  
Edmonton AB T5K 2B6

Dear Peter Dalla-Vicenza,

I would like to take the time to thank you for the opportunity to discuss the Edmonton Federation of Community League's 100<sup>th</sup> Anniversary Plaza Project on September 28<sup>th</sup>, 2018.

Edmonton was the first city in Canada to adopt the community league system in 1905. The Edmonton Federation is the largest network of community associations and volunteers in Canada. It goes without saying that we have something unique and special which we need to preserve, protect, and support.

The EFCL and community leagues play an important role in the development of the city and serve as a model for the province. The EFCL and community leagues work in partnership with civic leaders on issues to create strong and healthy neighbourhoods. The EFCL's mission is to connect, represent and enable leagues to preserve and promote the community league way of life.

The 100<sup>th</sup> Anniversary Plaza project is a new gathering, all-season amenity to be added to W. Hawrelak Park. It would be the newest building addition to the park since 1984. It would consist of a community league plaza, which would include an open air plaza space with seating, stage, picnic area, central fireplace, and other amenities. It would also consist of pathways, artwork, and information which would include several pathways to connect and increase mobility and access throughout the park. These pathways will enhance the visitor experience by encouraging movement to scenic natural landscaping and art installations that honour and share the story of the community building culture. Finally, the project would consist of stream and pond revitalization, which would include enhancement and refurbishment of an unused stream feature and restoration of stream edge, pong edge, and stream crossings.

edmonton.decore@assembly.ab.ca www.assembly.ab.ca

LEGISLATURE OFFICE:  
513D Legislature Building  
10800-97 Avenue NW  
Edmonton, AB T5K 2B6

Phone: (780) 638-1405  
Fax: (780) 638-1431



LEGISLATIVE ASSEMBLY  
ALBERTA

CONSTITUENCY OFFICE:  
#5, 8228-144 Avenue NW  
Edmonton, AB T5E 6A3

Phone: (780) 414-1328  
Fax: (780) 414-1330

**Chris Nielsen, MLA**  
Edmonton-Decore Constituency

The project will provide a lasting, tangible space, seen by 1.5 million visitors per year, to tell this story and inspire community volunteers and engagement for decades to come. The community league movement is a significant volunteer, municipal, and provincial accomplishment 100 years in the making that has no tangible space to honour the past, share that story, and inspire and motivate future community builders. The people of Edmonton and Alberta need a desirable space to gather together in celebration and support of cultural inclusion, civic engagement, sport and recreation, volunteerism, healthy living, and collaboration to create the best city and province we can.

I strongly believe in the benefits of this project and would hope that the Government of Alberta would be able to do what it can to support the project to ensure that future Albertans enjoy and appreciate the benefits of community leagues.

Thank you for the time for reading my letter and please don't hesitate to contact me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Nielsen".

Chris Nielsen, MLA  
Edmonton-Decore

Cc: Nora Begoray  
Business Development Director, EFCL

Ricardo Miranda  
Hon. Minister of Culture and Tourism

edmonton.decure@assembly.ab.ca www.assembly.ab.ca



## 12.0 WORK IN PROGRESS

**Item 12.1**

**MEETING DATE :** October 11, 2018

**AGENDA ITEM # :** 12.1 – EFCL Work in Progress

**PREPARED BY:** Laura Cunningham-Shpeley, Executive Director

| MEETING DATE | REF. | ITEM  | STATUS     |
|--------------|------|---|------------|
| 2017/01/12   | 9.0  | <p><b>Sub-dividing Community Leagues</b><br/>The EFCL to work with the City to set up some processes regarding how to subdivide an existing community league. (There are processes in place for boundary changes, but not for the creation of new leagues from within old ones.)</p>  | In Process |
| 2017/03/09   | 5.1  | <p><b>Finance Committee Draft Terms of Reference</b><br/>R. Hoyle to forward a draft TOR that she recently helped to develop for another committee. D. Jakubec will email a “doodle poll” to determine the first Committee meeting date/time.</p>   | In Process |
| 2017/04/13   | 3.4  | <p><b>Community Gardens</b><br/>Guide to be edited, posted on the EFCL website, as well as hard copies made available for community leagues.</p>  | In Process |
| 2017/09/14   | 11.0 | <p><b>District Updates/Feedback</b><br/>C. Shannon to investigate the status of the proposed legislation preventing schools from sitting empty, forcing them to become derelict and leading to their closure. She will forward a study about how civic design impacts population health.</p>  | In Process |
| 2017/11/09   | 5.6  | <p><b>Human Resource Policy Review and Approval</b><br/>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.</p> | In Process |
| 2018/03/08   | 5.2  | <p><b>Ice Rink Costs</b><br/>“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.”</p>   | In Process |
| 2018/06/14   | 6.4  | <p><b>Londonderry Community League Receivable</b><br/>That the EFCL enter into discussions with Londonderry Community League in an effort to re-coup \$7,835 in outstanding expenses.</p>   | In Process |
|              |      |   |            |

| <b>MEETING DATE</b> | <b>REF.</b> | <b>ITEM</b>   | <b>STATUS</b> |
|---------------------|-------------|---|---------------|
| 2018/06/14          | 6.5         | <p><b>EFCL Office Space</b><br/> C. Shannon to provide a summary of the possible facilities available to the EFCL for alternate/interim office space.<br/> and<br/> That the EFCL inform the City of Edmonton that it would like to remain in its current office space until an opportunity becomes available in the new Rollie Miles Recreation Centre.</p>  | In Process    |
| 2018/06/14          | 6.10        | <p><b>Alcohol, Tobacco and Cannabis Sponsorship</b><br/> 1. That one question be presented 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.<br/> 2. That 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.</p>         | In Process    |
| 2018/06/14          | 7.0         | <p><b>News From the City of Edmonton</b><br/> C. Shannon suggested arranging a Community Hub presentation from City staff at the next board meeting.</p>  | In Process    |
| 2018/06/14          | 10.1        | <p><b>CLIP Program Update</b><br/> C. Shannon advised she would follow-up with James to obtain more specifics on the statistics columns in the Stantec document.</p>  | In Process    |
| 2018/07/05          | 7.0         | <p><b>News From the City of Edmonton</b><br/> S. Svendsen advised she would look into the editing, and clarification/quality control and report back.<br/> And<br/> S. Svendsen to take F. Porter's suggestion back that the EFCL could have a role in this.</p>  |               |
| 2018/07/05          | 8.2         | <p><b>EFCL Office Space in Matt Berry Facility</b><br/> That the EFCL submit a proposal to the Matt Berry Facility Project Steering Committee identifying interest in being considered as a potential partner for their new facility build in McConachie (159Ave and 59Ast).</p>  |               |
| 2018/07/05          | 8.3         | <p><b>Communications Committee Terms of Reference</b><br/> Staff (J. Booth and/or L. Cunningham-Shpeley) to revise the EFCL Communications Committee Terms of Reference in consultation with C. Johnson regarding committee governance, and refer to the motion previously passed by the Board as to whether or not the committee is intended as a staff or Board committee. The revised draft TOR can be emailed to Board members and voted on by email.</p> |               |

| MEETING DATE | REF. | ITEM  | STATUS |
|--------------|------|---|--------|
| 2018/07/05   | 9.4  | <p><b>Partnering Agreement—Items for the September Meeting</b><br/>           There is to be a vote by the Board to approve the Framework document in September. Board members to bring any questions. S. Svendsen strongly recommended completing the Framework and incorporating it as part of the Budget submission back-up documentation, as the review with Council was delayed from April due to EFCL staffing changes.</p> |        |
| 2017/09/13   | 5.2  | <p><b>Financial Update</b><br/>           Finance Committee to investigate (check with Jenn) and report back on M. Gosselin’s question regarding the accrued receivables for 2016.</p>  |        |
| 2017/09/13   | 6.0  | <p><b>District Updates/Feedback, District A Letter To Councillor Esslinger</b><br/>           J. Watson to forward the letter to F. Porter to be shared with the EFCL Board.<br/>           Add J. Watson to October AGM meeting - brief presentation/discussion about mature league revitalization.</p>  |        |
| 2017/09/13   | 6.0  | <p><b>District Updates/Feedback, District K</b><br/>           Laura to have ‘outdoor community league rinks’ added to the next Winter City Advisory Committee meeting agenda.<br/>           M. Makarechian to forward the forthcoming report about outdoor rinks to L. Cunningham-Shpeley.</p>  |        |
| 2017/09/13   | 6.0  | <p><b>District Updates/Feedback, District E</b><br/>           District E meeting to be scheduled in the next 30 days.</p>  |        |
| 2017/09/13   | 7.2  | <p><b>EFCL Business Directory</b><br/>           Review and revise the proposed Premium plan according to Membership needs and privacy concerns about emailed promotions being perceived as “spam”. For presentation at the October Board meeting.<br/>           That the EFCL Board approve moving forward with the recommended Basic option as presented.</p>  |        |
| 2017/09/13   | 7.3  | <p><b>Risk Management Advisory Committee</b><br/>           C. Shannon will look into a City contact or resource for Laura to refer league inquiries to.</p>  |        |

| <b>MEETING DATE</b> | <b>REF.</b> | <b>ITEM</b>   | <b>STATUS</b> |
|---------------------|-------------|---|---------------|
| 2017/09/13          | 7.3         | <p><b>Open Doors Initiative</b><br/>To create an Open Door Initiative Task Force as an initiative of the Board of Directors to address urgent concerns regarding how to engage different demographics and newcomers to community leagues.”</p>                        |               |
| 2017/09/13          | 7.5         | <p><b>Staff Credit Card Spending Policy</b><br/>M. Gosselin to forward a standard credit card acknowledgement form.<br/>EFCL staff to locate in the minutes, the motion and policy that were previously passed by the EFCL Board regarding staff credit card use.</p> |               |
| 2017/09/13          | 7.6         | <p><b>EFCL Strategy Document—Rollie Miles</b><br/>That the EFCL Board approve the final draft of the Rollie Miles “Community Led Strategic Project Document” prepared by EFCL staff for submission, and that the Board feedback section be added to the document.</p> |               |
| 2017/09/13          | 10.1        | <p><b>Expansion of Memberships</b><br/>:Laura to send a doodle poll to Board members for a meeting date. Item to be added to a future meeting agenda.</p>   |               |