



EDMONTON FEDERATION OF COMMUNITY LEAGUES

BOARD OF DIRECTORS

REGULAR MEETING PACKAGE

DATE: Thursday, March 14, 2019

DINNER: 5:00 PM / MEETING 6:00 PM TO 9:30 PM

LOCATION: EFCL Office, 7103—105 Street

EFCL Board Planning Calendar

March, April, May, 2019

March

2019

- 14 EFCL Board Meeting
- 16 Healthy Physical And Social Spaces Workshop
- 19 Foster Park Brokers Insurance Seminar
- 27 EFCL Planning & Development Committee Meeting

April

2019

- 11 EFCL Board Meeting
- 14 Let's Talk About Governance Workshop
- 27 Great Neighbour Race
- 24 EFCL Planning & Development Committee Meeting

May

2019

- 09 EFCL Board Meeting
- 11 Introduction To Community Walking
- 29 EFCL Planning & Development Committee Meeting

Edmonton Federation of Community Leagues

Board of Directors Regular Meeting

EFCL Office: 7103—105 Street

Thursday, March 14, 2019, Dinner 5:00 PM / Meeting 6:00 PM

AGENDA

Item 2.0

1.0 Call To Order

2.0 Welcome And Introductions (2 minutes)

3.0 Agenda Review (pg. 3) (10 minutes)

3.1 Motion To Approve Agenda

4.0 Approval of January 31, 2019 Board Meeting Minutes (pgs. 4-11) (3 minutes)

5.0 News From The City Of Edmonton

5.1 News From The City Of Edmonton (pgs. 12-14)

6.0 Decision Items (6:45 PM)

6.1 Neighbourhood Revitalization Amended Proposal To City Administration (pg. 15)

6.2 100th Anniversary Sponsor Appreciation (pg. 16)

7.0 District And Working Group Updates

8.0 Discussion Items

8.1 Council Meeting March 20th And April Supplemental Budget Meetings (pg. 17)

8.2 Winter General Meeting Survey (pgs. 18-20)

8.3 Board Team For Great Neighbour Race (pgs. 22-23)

8.4 Tripartite License Agreement Negotiations (pg. 24)

Break 7:45 PM to 8:00 PM

9.0 Exemptions

10.0 Reports

10.1 Executive Director's Report (pgs. 25-26)

10.2 100th Anniversary Project Report (pgs. 27-37)

10.3 Change Management Report (pg. 38)

10.4 Planning Committee Report (pgs. 39-41)

11.0 Work In Progress (pgs. 42-45)

12.0 Private Matters

13.0 Next Meeting/Announcements

13.1 EFCL Board of Directors' Meeting, at EFCL Office— April 11, 2019

14.0 Adjournment (9:00 PM)

4.0 Approval of Minutes

MEETING DATE : March 14, 2019
AGENDA ITEM # : 4.1 – January 31, 2019 Draft Board Meeting Minutes
PREPARED BY: Dana Mauer, Board Secretary

Item 4.1

EFCL BOARD OF DIRECTORS REGULAR MEETING

DRAFT Minutes

Thursday, January 31, 2019 @ 6:00 p.m.

EFCL Offices, 7103 - 105 Street, Edmonton

Attendance:		
Masood Makarechian, Dist. K Liz John-West, Dist. G Martin Narsing, Dist. C Anita Lunden, Dist. J	Fraser Porter, Dist. E Leanne Kohn, Dist. I Trevor Elliott, Dist. D	Michelle Gosselin, Dist. L Ryan Barber, Dist. H Jesse Watson, Dist. A
Regrets:		
Leanne Rosinski, Dist. B	Rocky Feroe, Dist. F	
EFCL Staff:		
L. Cunningham-Shpeley	Jenn Allen	
Guests:		
	Sian Svendsen	Stephanie Howlett
Minutes: Dana Mauer		

1.0 Call to Order

EFCL President F. Porter called the meeting to order at approximately 6:03pm. A Board quorum was present. Round table introductions were made.

2.0 Welcome and Introductions

2.1 Welcome Anita Lunden, New District J Director

She introduced the new Board member for District J, Anita Lunden, who has been involved with the Avonmore Community League for many years and currently the league's President.

3.0 Agenda Review

3.1 Motion to Approve Agenda

19-01-31-01 MOVED: "That the EFCL Board approve the January 31, 2019 Board meeting agenda with the following changes:

Add Item 6.9 – EFCL Planning Committee – RLD Zone

By: T. Elliott / R. Barber

CARRIED

4.0 Approval of Board Meeting Minutes

4.1 January 10, 2019 Board Meeting Minutes

19-01-31-02 MOVED: That the January 10, 2019 EFCL Board meeting draft minutes be approved as presented.

By: M. Narsing / R. Barber

CARRIED

5.0 News from the City of Edmonton

5.1 News from The City of Edmonton

S. Howlett briefly highlighted items from the Citizen Services report as printed in the agenda package on pages 15-17. Regarding City Council's NRC report, S. Svendsen reported that new dashboard and workplan tools were implemented to help to quantify project work, as well as a chronicle which tallies where NRCs' time is focused.

5.2 On-Line Donations Process

The City is endeavouring to provide access to an on-line donation platform for community leagues that are partnering with the City on Neighbourhood Park Development Projects (NPDP). Tax receipts would be provided.

S. Svendsen reported that going forward, the NRCs will no longer have the capacity to handle cash deposits. There will be designated TD bank branches that the NRC can meet a community league volunteer at in order to complete bank deposits for community projects. Communication is being sent out outlining the process. TD staff and NRCs are being trained in the new procedure. Cash donations can still be accepted.

Action Item: S. Svendsen to forward the document outlining the new deposit procedures to L. Cunningham-Shpeley to forward to leagues.

19-01-31-03 MOVED: That the City of Edmonton report be accepted as presented and discussed.

By: T. Elliott / M. Narsing

CARRIED

6.0 Decision Items

6.1 Treasurer's Report - Budget 2019

F. Porter referred to the Budget document that was circulated. L. Cunningham-Shpeley highlighted several items. There was discussion regarding \$70,000 of casino funds to be used toward office space improvements and office equipment upgrades. J. Watson volunteered to assist with the EFCL office upgrade plans. \$50,000 is designated this year to upgrade the EFCL's website. There was brief discussion about improving the usability of the website. It was pointed out that the budget is currently showing an \$11,000 deficit. R. Barber brought forward a suggestion from TRAC Area Council that the EFCL conduct a city-wide raffle fundraiser in conjunction with Community League Day. J. Allan outlined why no adjustment to the revenue from Re:Sound was required.

Action Item: It was noted that the \$1500 expense for Urban Poling could be removed and the deficit reduced by that amount.

19-01-31-04 MOVED: That the EFCL Treasurer's verbal report be accepted for information as discussed.

By: M. Gosselin / L. Kohn

CARRIED

6.2 2018 Annual Report - Identification of Focus Areas

L. Cunningham-Shpeley suggested presenting the 2018 EFCL Annual Report at the Winter General Meeting this year (vs. at the Spring AGM), in order that the Membership can review it and be up-to-date on the activities and achievements of the EFCL, within the framework of the EFCL's Strategic Plan.

19-01-31-05 MOVED: That the 2018 EFCL Annual Report be presented at the Winter General Meeting, providing Community Leagues with recent information on what work the EFCL has done over the past year towards the EFCL's Strategic Plan.

By: T. Elliott / R. Barber

CARRIED

6.3 Charitable Status Update

As previously discussed in detail at the January 10th Board meeting.

19-01-31-06 MOVED: That the EFCL formally withdraw its application for charitable status.

By: M. Gosselin / L. Kohn

CARRIED

6.4 Neighbourhood Revitalization Proposal to City Administration

L. Cunningham-Shpeley circulated a two-page document entitled "*EFCL and Neighbourhood Revitalization 2.0 for Jasper Place and Alberta Avenue*". She summarized recent discussions held with City Administration and Councillor Knack regarding the EFCL's potential role in the next phase of Neighbourhood Revitalization for the Jasper Place and Alberta Avenue communities. F. Porter encouraged Board members to read about the City's Revitalization program information on the City of Edmonton website. Discussion ensued at length regarding what role the EFCL could play in Neighbourhood Revitalization 2.0.

19-01-31-07 MOVED: That the EFCL Board approve the Executive Director sending the document entitled "*EFCL and Neighbourhood Revitalization 2.0 for Jasper Place and Alberta Avenue*" to City Administration for review and consideration, in the report going to Committee on March 20th.

By: L. Kohn / T. Elliott

CARRIED

Noted: R. Barber, L. John-West, and M. Makarechian were opposed

Some Board members wished their opposition noted as they disagreed around particular aspects of the potential role the EFCL would play i.e. the possibly of undertaking highly localized projects vs. advocating for league city-wide; also, the EFCL being perceived as imposing on leagues vs. working for/with them.

6.5 Letter to The Mayor and City Council Requesting Appointment of a Councillor to The EFCL Board of Directors in an Advisory Capacity

L. Cunningham-Shpeley advised that C. Johnson had contacted the City Clerk's office, as recommended by the Board at the last meeting. She outlined the City's process regarding requesting that a City Councillor(s) be appointed to sit on a non-profit organization's board. She also reviewed what the EFCL's Bylaws state about Honorary Board members. The item was discussed "in camera". There was no motion.

Action Item: That L. Cunningham-Shpeley bring a revised Council outreach proposal forward at the March Board meeting.

6.6 Bookkeeping Pilot Project

L. Cunningham-Shpeley provided the background regarding the proposal for the local non-profit group "Nonprofit Matters" to provide bookkeeping support to community leagues on a pilot project basis. EFCL staff would need to review the pilot project for six community leagues that would need to commit to the project for 1-2 years.

M. Makarechian suggested that a simpler approach might be for the EFCL to provide a vetted referral to community leagues, rather than to "own" the program. There was discussion at length about the pilot project, and two different ways it might be presented.

19-01-31-08 MOVED: That the EFCL begin the process of setting up an accounting/bookkeeping pilot project as an initial step to building a financial services support division at EFCL.

By: M. Makarechian / M. Narsing

CARRIED

6.7 Approval of the Winter General Meeting Draft Agenda

The draft agenda for the Feb. 28th EFCL Winter General Meeting was reviewed and discussed in detail by the Board.

19-01-31-09 MOVED: That the EFCL Board approve the Agenda for the Winter General Meeting with the following changes:

- Approve the Agenda earlier in the meeting (move up the time)
- F. Porter to incorporate a brief history of the EFCL into her President's remarks. (L. John-West, F. Porter to create)
- Switch Items 5.3 and 5.5
- Switch Items 5.0 and 9.0
- Strike Item 9.4 from the agenda
- Hold EFCL Elections only if nominations are identified
- Table discussion item of city-wide relevance to leagues (time permitting)

By: R. Barber / M. Narsing

CARRIED

Neighbouring Districts will be paired in the table seating arrangement. City staff from various departments will be available at information tables for league board members to speak with.

Action Item: A Google document will be shared with the Board for further discussion regarding the draft RGM agenda.

6.8 Resignation of District J Director, Gavin Martinson

19-01-31-10 MOVED: That the EFCL Board acknowledge the resignation and long service of District J Director, Gavin Martinson effective January 31, 2019.

By: M. Gosselin / R. Barber

CARRIED

6.9 Planning Committee

Further to S. Kovach's email, J. Watson, the EFCL Planning Committee Board Liaison, provided the background, and a summary of the Committee's issues with the proposed Residential Low Density (RLD) Zone. Board questions and discussion ensued. There was general Board consensus on the following motion:

19-01-31-11 MOVED: That the EFCL Board support the EFCL Planning Committee in preparing correspondence regarding the Residential Low Density (RLD) issues, and that only the Planning Committee Chair or an elected delegate attend the Council meeting to speak to Council on behalf of the Committee.

By: M. Gosselin / A. Lunden

CARRIED

Action Item: To clarify if the EFCL Planning Committee's Terms of Reference include direction regarding EFCL Planning Committee Members ability to speak before Council if they are not specifically representing the Committee on an issue.

7.0 District and Working Group Updates

7.2 District Updates - Tabled in consideration of time.

District K – M. Makarechian reported that the annual South West Ski Festival in District K went extremely well with warmer weather and over 600 people in attendance.

F. Porter reported that she received most of the EFCL's Board Committees draft Terms of Reference. EFCL staff is in the process of reviewing them and they will be presented for approval at the next Board meeting.

L. Cunningham-Shpeley took over as Chair for the balance of the meeting as F. Porter had to leave the meeting.

8.0 Exemptions

19-01-31-12 MOVED: That agenda Items 9.2 and 10.1 be exempted for discussion, and that all other items between Items 9.0 and 12.0 be accepted for information.

By: T. Elliott / L. Kohn

CARRIED

9.0 Discussion Items

9.1 Winter General Meeting - Set Up of Districts / Table Questions

9.2 Policy on Sponsorship Practices for the Annual General Meeting

There was brief discussion about the draft EFCL Sponsorship Policy outlined on pages 25 to 29 of the agenda package, with regard to organizational values. R. Barber suggested giving further consider to the remediation aspect of the policy i.e. unauthorized use of the EFCL's logo.

Action Item: Tabled to a future meeting for further Board discussion.

10.0 Reports

10.1 Executive Director's Report

L. Cunningham-Shpeley highlighted several items outlined in the detailed Executive Director's report on pages 30 through 40 of the agenda package and answered Board members' questions. She advised that a new Active Living Coordinator was hired by the EFCL, and she will start shortly.

There was brief discussion regarding the EFCL's desire to participate in the upcoming Tamarack Conference.

Action Item: Draft letter regarding Tamarack Conference to be forwarded to the EFCL Board Executive for review.

19-01-31-13 MOVED: That the Executive Director's report be accepted for information as presented and discussed.

By: M. Narsing / L. John-West

CARRIED

10.2 Active Recreation Consultant 2018 Report

- 10.3 Area Council Meeting**
March 11, 5:30 to 9:30 PM (Allendale Community League)
- 10.4 Document of Service Package Positions Sent to City of Edmonton**
January 21, 2019
- 10.5 100th Anniversary Project Report**
- 11.0 Correspondence** - Accepted for information.
 - 11.1 Letter from Edmonton Heritage Festival Association**
- 12.0 Work in Progress** – Accepted for information.
- 13.0 Next Meeting/Announcements**
 - 13.1 EFCL Board meeting - EFCL Board of Directors' Meeting, Thursday, March 14, 2019, EFCL Offices**
- 14.0 Adjournment** - The January 31, 2019 EFCL Board meeting adjourned at approximately 9:15pm.

5.0 NEWS FROM THE CITY OF EDMONTON

MEETING DATE : March 14, 2019
AGENDA ITEM # : 5.1 – News From The City of Edmonton
PRESENTED BY: Chantile Shannon, Citizen Services

Item 5.1

News from the City of Edmonton
EFCL Board Meeting, March 14/2019



HEALTHY CITY: *Edmonton is a neighbourly city with community and personal wellness that*

Abundant Community Edmonton Update

- The Abundant Community Edmonton (ACE) initiative supports Council's Strategic Goal, *Healthy Cities*, working to create a neighbourly city focused on community and personal wellness.
- Tamarack Institute will be hosting an asset based community development (ABCD) conference from May 28-30, 2019. *ABCD: Healthy Neighbourhoods, Healthy Cities* will bring together seven of the world's top authors and practitioners to share their work on asset based community development and neighbourhood revitalization. For more information visit the conference website <http://events.tamarackcommunity.ca/abcd>
- Twice per month Abundant Community Edmonton holds Community of Practice gatherings to 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.
- Everyone is welcome to attend the upcoming Community of Practice (COP) meetings.
 - Wednesday, March 27, 5:00 pm at the Valley Zoo, Otter Room (13315 Buena Vista Road)
 - Saturday April 13, 9:30 am at Commonwealth Community Recreation Centre (11000 Stadium 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.

City of Edmonton Unveils Proposal for Smart Cities Challenge : 'Healthy City'

After more than a year of research and community consultation, the City of Edmonton submitted its proposal for the \$50-million top prize in Infrastructure Canada's Smart Cities Challenge. With the theme 'Healthy City,' Edmonton's proposal uses an innovative, partnership-based approach, to help Edmonton become a healthier, more connected city while improving residents' quality of life and well-being. For more information [Smart Cities Edmonton: Home](#)

CLIMATE RESILIENCE: *Edmonton is a city transitioning to a low-carbon future, has clean air and water and is adapting to a changing climate.*

Let's Keep Talking Future of Waste

There's still time to continue the conversation about proposed changes to waste programs and services.

We're looking for input from the public to refine what we heard from residents last fall. Topics include cart sizes, recycling, waste reduction and more.

Come chat with us again, or for the first time! Join us in person at a public drop-in session and take our online survey until April 15, 2019.

For information and updates, visit edmonton.ca/futureofwaste or call 311 (780-944-5555 for TTY).

Neighbourhoods selected to test new waste system

Roll out the carts!

This past week, roughly 8,000 homes in 13 neighbourhoods will receive letters letting residents know they have been selected to take part in the Edmonton Cart Rollout—a small-scale program designed to test a new way of setting out and collecting waste.

The neighbourhoods selected were Baturyn, Beacon Heights, Brintnell, CY Becker, Chambery, Delwood, Ellerslie, Forest Heights, Kensington, Kiniski Gardens, Miller, Satoo and Tamarack.

The new system, designed on Edmontonians' feedback and learnings from other municipalities, is:

Green cart: For food scraps and day-to-day yard waste (collected weekly in the spring, summer and fall, and biweekly in the winter)

Black cart: For garbage (collected biweekly)

Blue bags: For recycling (collected weekly)

Paper yard waste bags: For special collection of seasonal yard waste (twice in the spring and twice in the fall)

For these select homes, the program will begin the week of April 15. Participants will be offered a wide range of in-person, over-the-phone and online support, both leading up to the launch and throughout the rollout.

Over the coming months, and in partnership with the participants, Waste Services aims to better understand what works and what needs adjustment before rolling out the program citywide. This information will also be used to shape a 25-year Waste Strategy — a plan to minimize the amount of garbage sent to landfill and build a more sustainable future for Edmonton.

Upcoming Meetings, Events and Activities

March 18	Executive Committee (River Valley Room, City Hall) Items on Agenda: <ul style="list-style-type: none"> • Community Projects Working Group Update
March 20	Community and Public Services Committee (River Valley Room, City Hall) Items on the Agenda (incomplete) : <ul style="list-style-type: none"> • Residential Speed Limits • City Wide Public Washroom Strategy • Dogs in Open Space Implementation Strategy • EFCL 100th Anniversary Project • EFCL Service Package • Impacts and Costs of Cannabis Legislation
March 27	ACE Community of Practice, 5:00 pm at the Valley Zoo, Otter Room (13315 Buena Vista Road)
April 10	Community and Public Services Committee (River Valley Room, City Hall) Items on the Agenda : <ul style="list-style-type: none"> • Vehicle Noise Mitigation • Edmonton Safe Cities
April 13	ACE Community of Practice, 9:30 am - 12:00 pm at Commonwealth Community Recreation Centre, (11000 Stadium Road)

- [Link to Council and Committee Schedules, Agendas & Minutes](#)
- [Link to schedule of upcoming Council reports](#)

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

6.0 DECISION ITEMS

MEETING DATE : March 14, 2019

Item 6.1

AGENDA ITEM # : 6.1 – Neighbourhood Revitalization Amended Proposal to City Administration

PREPARED BY: Laura Cunningham-Shpeley, Executive Director

Laura and Fraser met with the Leagues in the Alberta Avenue Revitalization Area (February 25) and the Jasper Place Revitalization Area (February 26) and were asked to withdraw the EFCL proposal to be part of Revitalization 2.0.

Background:

When Council considered the 2019 to 2022 budget request, the Edmonton Federation of Community Leagues was asked whether they could take on Neighbourhood Revitalization work. On meeting with City Administration, the EFCL took the position that we would be able to support revitalization (specifically through empowering Community Leagues in their role), but that we were not able to take on the entirety of Revitalization work. Given a short turnaround time, we were not able to complete engagement with the Leagues in the Alberta Avenue and Jasper Place revitalization areas prior to submitting our proposal to supplement the City Revitalization “ask” with funding for 2 EFCL staff to focus on increasing League capacity to support Revitalization 2.0.

In meeting with the Leagues in the Alberta Avenue Revitalization area, they were concerned that our “ask” might impact the amount allocated to their area for City of Edmonton supports and revitalization program funding. The Leagues in the Jasper Place Revitalization area had the same concerns seen in Alberta Avenue, however they did desire more supports from the EFCL.

Recommendation:

That the EFCL Board ratify the decision to withdraw our Neighbourhood Revitalization proposal.

MEETING DATE : March 14, 2019

Item 6.2

AGENDA ITEM # : 6.2 – 100th Anniversary Sponsor Appreciation

PREPARED BY: Laura Cunningham-Shpeley, Executive Director

The 100th Anniversary Project is gaining momentum and we would like to be prepared as progress is made on the project.

Background:

At previous 100th Anniversary Steering Committee meetings, the committee discussed that there will be a need to recognize our sponsors and donors. We would like to make an allocation of \$1,000 to allow for this recognition.

Recommendation:

That the EFCL Board allocate \$1,000 from the EFCL operating budget for 2019 to support recognition of the 100th Anniversary project donors and sponsors.

8.0 DISCUSSION ITEMS

MEETING DATE : March 14, 2019

Item 8.1

AGENDA ITEM # : 8.1 –Council Meeting March 20 And April Supplemental Budget Meeting

PREPARED BY: Laura Cunningham-Shpeley, Executive Director

We will need Board support to speak at the supplemental budget hearing that is scheduled for March 20.

Background:

When the EFCL submitted the Growth Strategy for consideration in the 2019-2022 budget cycle, Council asked that we work with City Administration to identify how our ask aligned with existing City programs and initiatives. This is being brought for Council's consideration on March 20.

Recommendation:

That the board determine which members will be attending hearings on March 20. 2019

MEETING DATE : March 14, 2019

Item 8.2

AGENDA ITEM # : 8.2 – Winter General Meeting Survey

PREPARED BY: Colin Johnson, Governance And Programs, Senior Director

We would like to better understand the impressions board members have from the Winter General Meeting.

Background:

It is important that we understand what went well and what could have gone better at the most recent general meeting, so we have developed a survey (available online or in paper version) to collect your feedback. The online version is available at <https://www.surveymonkey.com/r/WMMMXP3>

Recommendation:

That all board members who attended the Winter General Meeting complete the attached survey at their earliest convenience, but no later than March 31, 2019.

General Meeting Discussion Groups – Thursday, February 28, 2019

(Colin Johnson & Masood Makarechian)

Question:

What are leagues currently doing to offer active recreation programming to their members and neighbours?

-Zumba (professional) - Yoga (professional) -Soccer -Ice rink -Dance -Summer camps - Boot camp -Volleyball on ice rink -Tennis	-Walking club -Basketball -Green Shack -Learn to Skate -Pickle ball -Square Dancing -lantern making and flying canoe
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Any challenges to your leagues?

- Payment
- Volunteers – orientation and retention
- Competition
- Facility
- Weather
- Attendance – especially when experimenting
- Available time
- Equipment and storage

(Joanne Booth & Jesse Watson)

Question:

**What were some successes and challenges of ice rinks and winter activities this past winter?
80% have rinks**

Successes:

- Free Zamboni – Beacon Heights
- Equipment donations
- Increased usage- learn to skate (30 kids) - hockey league – (40-50 adults)
- Great ice – people came from across the city
- 40- 50 skaters
- 2 rinks – hockey and free skate
- Sing & skate/ winter per day
- Mix of staff- paid and volunteers (\$2500/month) contracted to do walks , parking lot
- Advertising: sign, facebook, website
- Lights on = rink open
- Tough with the cold weather

Challenges:

- Staffing
- Weather
- Need funding for ice care – no Zamboni
- Lots of adults but learn to skate brought in lots of kids
- Skating pond
- Rink gone and converted to parking lot – what alternatives are available to build a new rink?
- Access to water
- Need an attendant
- What are the rules for lighting? Attendant? = Rink 101
- City of Edmonton Policy – Learn to Skate is only once every three years now
- Loss of access to their program
- No rink shack near cars to keep building open
- COG – full time staff required
- Belmead - \$3100/month – some funding would be nice
- Weekends – hours are all over the place – what about standardized hours?
- Great turnout – 60 – all ages kids 11
- Hockey – 40 adults

Costs:

- Heating, lighting- a big chunk of operating costs
- Going Forward Ideas:
- Canteen; Sell Popcorn; Concession which will can memberships
- Charge non-members to skate or to buy membership
- Funding for rink and operating costs (water, lights, equipment) from the City?
- City continues the Learn to Skate Program and better messaging about it and let people know if programs are cancelled.
- No revenue generated from running the rinks
- Ideas for summer use of rinks: Dog agility, Bike program (learn to bike) Soccer practices, coaching clinics
- Parking for neighbourhood events
- No rink? Ice tracks

Question: how does your league connect with local businesses? Any Challenges? How can we grow these relationships?

- Network with non-profits
- Face to face networking
- Sponsorship for events
- Membership revenue – business list
- Associate memberships for business revenue – sell memberships and advertise in newsletters
- Try local Credit Union?
- Local businesses like to contribute if there is a way to acknowledge them
- Build local relationships for big chain stores
- Grow business and membership as a value
- Business Directory – get a discount for CL membership
- How to reach home-based businesses
- Invite them to a local vendor night? Garage sale/ facebook or newsletter?
- EFCL website – drop down menu listing participating businesses
- Business should pay more for associate membership

- Invite your neighbour to share their businesses
- Help them network across the city to other CL's
- Monthly meetings in local business associations

Challenges

- So many opportunities but it takes time
- Businesses open during the day and most CL members go at night
- Not many independent businesses
- Limited businesses

Question: How can we share our successes with the broader Edmonton community more?

- Share League history better
- NRC's
- Area Groups /Council
- Block Party /Festivals/ Annual events
- Free family skate
- Free swim
- Public engagement – contests
- Importance of language
- More league to league learning
- Face-to Face
- Facilitating and connecting to community values

MEETING DATE : March 14, 2019

Item 8.3

AGENDA ITEM # : 8.3 – Board Team For Great Neighbour Race

PREPARED BY: Laura Cunningham-Shpeley, Executive Director

This year, Great Neighbor Race 2019 (GNR) is held on Saturday, April 27 at Hawrelak Park. With this year's event being the 4th annual event for the EFCL, the event organizers are wanting to increase the reach of communities and participants who register for the race. As part of the race's recruitment strategy, promotion and participation are among the most important in determining the success of this year's major goal and the overall event.

Background:

Goal: To increase and expand our community reach for participation and increased family registrants for the Great Neighbor Race 2019, resulting in an increase in revenue and community engagement.

Rationale:

The EFCL would like to see a wider and increased range of participants from communities across Edmonton. GNR is a way for communities to get together, celebrate community, meet a neighbor and live active!

Currently, the amount of expenses for this event and the revenue generated from GNR, specially registration, puts us in a small deficit position. We will increase community engagement and registration revenue if we can focus on this strategy.

Board Involvement and Participation with Great Neighbor Race:

The EFCL is asking that each Board Member ***invite*** 10 people from their networks, family, friends or other contacts to register and ***encourage them to sign up to participate in the race***. To support us in reaching our goal, we are requesting and recommending the board's participation. As leaders in your communities and community leagues, it is critical that each of the board members are actively promoting the GNR.

Tools and Resources to Promote the Race:

- Use social media- share GNR materials, follow and share GNR related material from the EFCL. Use the hashtags, **#yegCLs #GNRace19 #yegevents #yegCLspirit** and use your local community league hashtag, tag people in everything!
- Create a challenge with friends, family, co-workers
- Challenge your comfort zone- invite someone in your community you don't know
- Hang a poster in your community league hall, local store, school, etc.
- Add race details to a newsletter, website or additional communications streams
- Text someone
- Create a group chat
- PDF materials and resource attached in board package from Colin/Fraser
- Reach out to other groups you are part of and share the resources, pics and logos
- Share, Share SHARE
- Registration is easy, user friendly and you get a t-shirt!

- Direct them to our website to register <https://efcl.org/events--projects/the-great-neighbour-race-2019/>
- Common FAQs; **TBA *Will be updated on our website soon***
- Access the promo kit, share and use it! <https://drive.google.com/drive/folders/1PTVjRnbpsSpJHsYHieACPun729Jh65r5>
- Contact Erin Northey, Race Lead at 780-437-2913, ext. 24, or at erin.northey@efcl.org if you or friends, co-workers or family have any questions about GNR, or if you simply want to brag about your registrants and recruitment!

Recommendation:

That all board members invite 10 people from their networks to participate in the race and further that the board forms a team for the race.

MEETING DATE : March 14, 2019

Item 8.4

AGENDA ITEM # : 8.4 – Tripartite License Agreement Negotiations

PREPARED BY: Laura Cunningham-Shpeley, Executive Director

We are moving into the renegotiation of the Tripartite License Agreement and we would like to form a working group to look at our approach.

Background:

The current Tripartite License Agreement expires December 20, 2021. We have been advised that the Centre for Partnership Excellence at the City of Edmonton is starting to outline their process for negotiating the new agreement. The last negotiation took 2 years to complete.

Over the term of the current Tripartite License Agreement, we have received a great deal of feedback (both formal and informal) about challenges with the agreement. It is important that we look at this feedback and gather additional feedback from Community Leagues moving into the negotiation of the new agreement.

Recommendation:

That the Board strike a committee to advise in our negotiations with the City of Edmonton around the new Tripartite License Agreement.

10.0 REPORTS

MEETING DATE : March 14, 2019
AGENDA ITEM # : 10.1 – Executive Director’s Report
PREPARED BY: Laura Cunningham-Shpeley, Executive Director

Item 10.1

New Opportunities and Initiatives

Sidewalk Symposium, We are working with Snow and Ice Removal and Winter Cities at the City of Edmonton to host an event to bring together experts on sidewalk maintenance and winter walking to talk to community members to create a stronger understanding of how to make neighbourhoods more walkable.

Revitalization 2.0- See attached item in the meeting package

YMCA Summer Camp Pilot- We have selected 8 participants for the pilot project and are now getting the MOUs in place between the YMCA, the EFCL and the participating Leagues.

Athletics Alberta Mini-Legends Program: Athletics Alberta is building an athletics-based program (track and field activities) that they will be launching in schools in September. They are hoping that Community Leagues can be the community-delivery partner for this program.

Green Leagues Program: This summer, Ronak will be supervising a Sustainability Scholar who will be doing research on the reasons Community Leagues participate in (and do not participate in) the Green Leagues program. We also have a higher than normal number of summer students and anticipate a need for more supervision in the office. Given these factors, we have moved Ronak into a Junior Director position.

MSW student opportunity- Jennie Gurnett- to start May 1st-mid August- 500 hours. Jennie is interested in doing work to understand how the EFCL supports community development work. She had connected with Liz John-West around any potential opportunities. Liz will remain involved as Jennie’s work will focus on creating a framework of how District Directors can engage their Leagues and connect them closer to the EFCL, and around how to create a template of engagement for District Leaders.

Meetings and Collaboration:

Feb 4, 2019 – Winter City
Feb 5, 2019 – Athletics Alberta
Feb 6, 2019 – Big Lake Rink Opening
Feb 11, 2019 – Heritage Festival
Feb 12, 2019 – UofA Community Relations
Feb 12, 2019 – Linda Duncan
Feb 13, 2019 – YMCA Luncheon
Feb 14, 2019 – Sidewalk Symposium
Feb 15, 2019 – Jackie Foord (City of Edmonton)
Feb 19, 2019 – Solut Re: Office Technology
Feb 19, 2019 – 100th Anniversary
Feb 21, 2019 – Mini-Legends Program
Feb 21, 2019 – CityZen Connect

Feb 22, 2019 – Winter Cities
Feb 22, 2019 – interview About Mixed Income Neighbourhoods For Avenue Magazine
Feb 23, 2019 – Parkdale Cromdale Rink Party
Feb 25, 2019 – RLD Public Hearing
Feb 25, 2019 – Alberta Avenue Revitalization Meeting
Feb 26, 2019 – Jasper Place Revitalization Meeting
Feb 27, 2019 – Sidewalk Symposium Group
Feb 28, 2019 – Councillor Nickel And Rob Smythe
March 1, 2019 – Councillor Henderson
March 1, 2019 – Newcomer Settlement Lunch
March 4, 2019 – Meeting With Police Chief McFee
March 4, 2019 – EFCL All Staff Meeting With City of Edmonton Neighbourhoods
March 6, 2019 – Meeting With Sidewalk Symposium Group
March 6, 2019 – Q&A With MacEwan Change Management Students
March 7, 2019 – University of Alberta Community Relations Committee
March 7, 2019 – CityZen Connect Working Group

MEETING DATE : March 14, 2019

Item 10.2

AGENDA ITEM # : 10.2 – 100th Anniversary Project Report

PREPARED BY: Nora Begoray, Director of Business Development

Current Status: March 2019 In our newest developments we are excited to advise you that we have received a **2019 proposal from a contractor to build our full project with a proposal for a guaranteed maximum price contract that quotes \$400,000 less than the 2017 tendered bid.**

Bigger news: we have also received notification from the provincial government that our **\$1 million CFEP** request submitted in January has ***been approved.*** This means that if the EFCL does receive funding from the City to match these funds, we have confirmed potential to move forward with construction with only minor changes and value engineering to eliminate the remaining budget shortfall. This is very reassuring news! The Steering Committee has already identified areas we are able to remove to create these cost efficiencies and these have been communicated to our City project management team.

In Progress:

- **Contracts:** Our Project Manager and the above-mentioned contractor are working now to build a new proposal contract and estimate for a Phase 1 and Phase 2 with the funds we have committed. Once that is in place we will bring that to City of Edmonton for their approval. If the City approves the contractor and the scope, EFCL is free to sign contracts and start construction.
- **City Council Presentation March 20th – EFCL presents to city council our need for our funding ask of \$750k and presents on our consultation and engagement efforts with the park stakeholders and festival and event park user groups.** EFCL, was recently alerted to the concerns of the stakeholders, and since then we have made every effort to get in touch to hear concerns, listen to ideas, and express our sincere willingness to do what we can to explore potential solutions. City council and city administration have been kept apprised of these efforts.
- **Challenge: Edmonton Heritage Festival** - On February 11th – Edmonton Heritage Festival Board President and Executive Director in a meeting with our board and Executive Director, stated that the impacts to their festival was minor and could easily be mitigated and when we shared our unequivocal promise - that golf cart access and pedestrian access would be available or we would not build – they agreed that it was a fair request, however a few days later a letter was sent to city council, signed by several festivals with various operational concerns and it included Edmonton Heritage Festival with stated concerns being golf cart and pedestrian access. The letter requested that the City and EFCL consider building our project in another park.
- **Response:** Board members, committee members and staff are meeting with these festivals, city councilors, and city administration to understand these concerns and explore what we are able to do to remove or mitigate these concerns, prior to March 20th. Of the 48 events contacted in the list we received, six have identified concerns. We have already had conversations with a few of these six which we felt were quite positive. Our discussions identified that opening up the Amphitheatre and including the Plaza space as part of the event/festival would solve many of the operational concerns listed. EFCL could certainly request this consideration be part of the project agreements we have with the city. EFCL remains committed to working with the park stakeholders in transparent and open consultation, now and as this project progresses. We have expressed our original intention has

not changed and the EFCL is developing this project to be a benefit to park user groups and visitors and an enhancement to the amenities in W. Hawrelak park for all Edmontonians, in addition to celebrating and telling the story of the Community League movement.

EFCL is requesting City assistance, as a partner in this project and as a key, central stakeholder, to facilitate next steps.

Financial status:

Drafted Potential Rescope Project Budget		
Revenue		
Cash Revenue Received 2012 - 2017	\$	1,271,240
Cash Rev received/committed 2018	\$	830,000
CFEP additional request 2019 - approved!!	\$	1,000,000
total	\$	3,101,240
Fundraising in process		
City of Edmonton additional request 2019	\$	750,000 *
EFCL additional fundraising needed 2019 - 2021	\$	132,811 **
Revenue Total Needed		\$ 3,984,051
Expenses		
Preconstruction Expenses (2012 - 2018)	\$	509,051
Draft Construction Expenses (2020 - 2021)	\$	3,075,000
Other (PM, Approvals, Permits)	\$	250,000
Endowment Fund (Project Sustainability & Maintenance)	\$	150,000
Total		\$ 3,984,051
NOTE:		
Fundraising	\$132,811	**
Plus any shortfall in City Ask - Guesstimate	\$250,000	*
Still needed to raise...	\$382,811	

Right now – we are working very diligently to ensure we sign the provincial CFEP funding agreement and get that cheque in the bank as soon as possible.

Also, the first CFEP funding of \$500k we will try to match to expenses we have already incurred since 2014 – the application. That allows us to use the 600k already committed by the City of Edmonton to match this new \$1 million grant – NOTE: we will still need additional funds to match the other \$400k but we have time.

Background:

Inception in 2011

2012– Project idea approved through EFCL, Membership and the City of Edmonton

2013 – 2017 this project was a \$3.15 million dollar project that included a \$150,000 endowment fund with the City as the recipient of endowment proceeds which is to be used for the annual maintenance of the amenity.

The Challenge: change from \$3.15 million dollar budget to a \$4.55 million dollar budget in 2017

- EFCL had a \$3.15 million dollar capped budget and a contract that required redesign until project was within that budget.
- EFCL repeatedly 2011 – 2016 - requested those redesigns to align with budget.
- EFCL received feedback that the approved design was incorrectly estimated for cost.
- EFCL initiated a public tender to confirm project build cost.
- EFCL -through the tender- confirmed incorrect cost estimates (over by \$1 million)
Result: 100 project delayed and EFCL needs to re“vision” the project plan.

The Consultation:

- EFCL did majority of broad consultation 2013 – 2015 and has provided regular updates since then.
- In 2017 EFCL consulted with all major funding stakeholders and the unanimous recommendation was to delay project and fundraise more to keep project design intact.

The New Funding Plan – *Asking all funders to coordinate and pitch in a little more.*

- **EFCL** has allocated more \$ to the campaign passed at last GM
- **Provincially** - \$1,000, 000 additional CFEP – has been approved.
- **City of Edmonton** - \$750,000 additional ask to fund the park servicing rehabilitation portion of the project which is the electrical, heating, water/pumping and stream/pond function restoration for the municipal park asset. (at Council March 20th)

The New Construction Cost Plan

- EFCL has hired new project management Cyrcorp that specializes in joining projects in progress that need cost efficiencies and bringing them back in alignment, funded and constructed. i.e. Varscona Theatre
- No reliance on 'hoped for future fundraising' - EFCL will rescope and phase project to build, as close to the approved vision as possible, with the funding that we have raised and that is contracted (committed) to us.
- Received new cost estimate (proposal for guaranteed maximum price)
- Requesting new proposal with new funding

Correspondence:

- Lafarge – see recent letter for status
- City of Edmonton Park Rehabilitation and EFCL 100 Project Alignment Request



February 27, 2019

Via Email

Lafarge Canada Inc.
8635 Stadium Road NW
Edmonton, AB
T6H 3X1

Attention: Eric Boucher, Vice President & General Manager
Przemyslaw Skiba, General Manager – Construction and Infrastructure

Dear Eric:

Thank you for meeting with us. It was great to hear that Lafarge remains committed to the EFCL 100th Anniversary project in William Hawrelak Park and still is interested in contributing. We understand the difficult economic times that our respective organizations are currently operating in.

As discussed, EFCL does not have a construction design and schedule to confirm at this point. We did clarify that Lafarge has an interest in providing in kind support of approximately \$200,000 over and above the in kind support that we have already received to date.

We understand that although Lafarge has offered that value to be as General Contractor, if an opportunity arises for EFCL to add more value to the project, above the offered \$200,000 with another GC, then you have encouraged us (EFCL) to follow that opportunity as you have shared that Lafarge is not in the financial position to offer above that value at this point.

EFCL has committed to keep Lafarge up to date as this progresses. Lafarge will be sending EFCL a proposed revision to the MOU, which we understand will include a yearly renewable clause, which would allow for the opportunity to customize their contribution commitment based upon their abilities and resources within that year.

EFCL and Lafarge will commit to meeting regularly to ensure clear communication about any project and circumstance changes. In fact, we tentatively scheduled a contact at the end of April to provide a project status update as EFCL expects to have more timelines and details at that point.

In the meantime, EFCL will be moving forward with exploring the best ways to facilitate this project and look forward to future conversations with Lafarge.

Thank you,



Laura Cunningham-Shpeley
Executive Director, Edmonton Federation of Community Leagues

C.: Allan Bolstad, Chair, Project Steering Committee, EFCL
Fraser Porter, President, Board of Directors, EFCL
Nora Begoray, Business Development Director, EFCL

EFCL Alignment with City Park Rehabilitation Plan

The EFCL sees several project alignments in goals, priorities and scope of work and we hope you will coordinate to ensure the work in Hawrelak park will be done in the most effective and efficient way possible to ensure we are jointly utilizing taxpayer and our project contributions in the most beneficial way possible.

Alignment Areas:

Refurbishment Project	In COE Project Plan as:	In EFCL 100 project plan as:
Accessibility & connectivity	Stated goal to improve via paved roads, dock repairs, tree removals, and new pathways to connect park amenities	improves park accessibility with pathway connections, new lake access, from parking lot, to boathouse, to playground, to footbridge
Seating	Stated need that park needs more and upgraded seating locations and water fountains	Offers more seating locations at plaza and along new pathways
Site Lighting	Stated goals to improve for park safety, around amphitheatre and existing pavilion	Offers new lighting at CL Plaza – what are the future needs?
Stream and Pond	Stated need to improve water quality and stabilization of bank via introduction of wetland plant material`	2017 construction documents included Planting material and stabilization of stream and pond banks
Stream and Pond area	Identified this area as ideal area for test plots for compaction`	Creating pathways all around, might need to coordinate if COE wants test plots there.
Storm Ponding	CL Plaza area identified as ponding area issue	Can resolve this issue with CL Plaza build
Irrigation	Replace whole system – biggest piece of rehab – move to potable water and move system from boathouse to maintenance yard	Plan to rehab irrigation system and pumping to disconnect and allow stream to operate all year long
Public Priorities	More seating areas, better picnic sites, better walking paths, better signage and improved playground.	That is what our public engagement feedback was as well and the reason our project offers all of these amenities. (except washrooms!) <input type="checkbox"/>
Cookstoves and picnic table	Recommended	Also included in our 2017 project plan
Summary: Utility systems and infrastructure upgrades	This is a large component of the Rehabilitation plan needs	EFCL project scope includes accessing, impacting, improving and building within these same project areas.

Rehabilitation Plan Next Steps

Prioritization of projects

Please prioritize the work of the EFCL project so there is no duplication and digging up the same areas or removing infrastructure we just put in please.

Development of work packages, costing and implementation plan

Please include the work of the EFCL project in the development of these

EFCL observed in Rehabilitation Plan – Connectivity Recommendations

City hopes to connect to our pathways and bridge crossings – which will not happen unless our project moves forward. Also, recommends a wayfinding and signage strategy which I sincerely hope happens before we put up all the wayfinding and signage in our project plan. Which is extensive!

CONNECTIVITY

Functional connectivity improvements beyond rehabilitation

- Add paved shared use path along north edge
- Consider new accessible trails within central park area to the various park amenities
- Recommend developing a wayfinding and signage strategy for the park



EFCL Understands:

Infrastructure knowledge Transfer

That much work has gone into this very in-depth assessment of W. Hawrelak park infrastructure. Much of the data collected such as where all the electrical, water, power, plumbing and irrigation lines are located will be useful to our project team going forward so we hope you share!

Timeline

That much of the Rehabilitation work has been identified by your team as required in the next 3-5 years. EFCL project will likely proceed in the next 2 – 3 years

There is an opportunity to do the rehabilitation work early to align the projects and ensure that what is constructed in the EFCL project will not impede, be removed, or damaged, or out of alignment with the refurbishment work.

Dear W. Hawrelak Park, Festival, Event or Program user groups.

Thank you for recently attending an information session with the Edmonton Federation of Community Leagues (EFCL) to discuss our [100th Anniversary Plaza Project](#) expected to be built in W. Hawrelak Park by 2021. The design includes a Community League Plaza space, an open air, all season amenity near the SW corner of the lake, and some connection pathways with seating and art elements to tell the story of 100 years of volunteerism by the 158 Community Leagues in Edmonton since 1917.

As presented at the meeting, EFCL is very dedicated to this space being a place that will benefit all park users and enhance the park visitor experience, so we really appreciate that you took the time to connect with us, and we really do want to hear more from you.

This is some of the individual feedback we heard:

- Noise level concerns on weekends – need sound mitigation for Amphitheatre.
- Need Coordination with Festivals and Events for Construction Schedules
- Festivals have expanded Footprints now – Different from 2012, 2013, 2014 when initial consultations were done.
- How can we ensure no conflict of events?
- How will emergent sound problems we managed?
- How can the EFCL Plaza stage be changed/adjusted?
- Is it possible to move the Plaza to the other side of the Park?
- Is it possible to move the Plaza project to the new park downtown? (Sunk costs shouldn't be a factor, should they?)
- The plaza was not designed to be in conflict with festivals, but a benefit.
- Is there a way to open up the Amphitheatre to embrace the plaza and facilitate usage and space needs of the events booked there?

Throughout the session it became clear that more discussion was needed with regards to how we imagine the plaza might be used, and what that might mean for the stakeholder groups.

EFCL is currently in the process of seeking additional funding for the project which we hope will be secured this spring. At that time, we will be able to explore design changes we could incorporate into the current designs that could help mitigate any potential usage challenges.

In the meantime, we will put some thought to the questions and suggestions you have put forward and further invite you to continue to explore options with us. We need your help to develop an operational plan with the City of Edmonton who will own and operate the amenity once constructed.

EFCL will be contacting you directly to find out what works best for you in future communications. You may reach us anytime via email or telephone, and we are happy to meet in person for informal coffee conversations or we can offer formal project presentations to your board.

We are contacting the festivals and events organizers that were not able to make the January session with a similar message and invitation. We will also share with them some of the main questions we have received to date as follows:

Question: Will this project impact my event in 2019?

Answer: In our dream EFCL scenario, we would be granted the funding and approvals that we need to rescope and tender the project, or portions of the project, this spring or summer. Unfortunately these are not in place currently and we are unable to give any expectations of a planned construction start date. Our hope is to have the project completed by our 2021 anniversary date, but defined construction timelines are yet to be determined.

Question: Is there still time to talk about our thoughts and operational impacts of the project and potentially make changes to the project?

Answer: Yes, as our project is currently underfunded and delayed, we are planning to re-scope (modify what portions of the project will be put forward for construction) which offers the opportunity to consider design changes, AND we are very interested in learning more about the potential operational impacts on your festival and event, as that will be very important to the changes we make next! EFCL has always envisioned this project to honour and celebrate volunteerism in addition to the goal of enhancing the park for all users, festivals and events most specifically! You are important to us, and we are very open to connecting about ways to work together to ensure that this project is a NET BENEFIT to every festival, event and park visitor.

Question: Will you work with us to keep construction impacts to our festivals at a minimum and let us know as the new re-scoped project plans are developed?

Answer: Yes, when we were in the process of tendering the project and creating construction schedules in 2016/2017 we had a list provided by the city of the festivals and events, dates, times, load in needs and requirements and load out needs and requirements to coordinate any construction with park operations and festivals and events. We will do this again for sure. We are very happy to stay connected with you about the new re-scoped project plans as they are being developed and would appreciate your thoughts and feedback along the way. Let's stay in touch!

If you want to share information about this project with your stakeholders, here is a link to the 3min project video <https://youtu.be/n9WYYeqSRDc>

AND a bit more info on our website:
<https://efcl.org/events--projects/efcl-100-year-anniversary/>

Dear W. Hawrelak Park, Festival, Event or Program user groups.

You recently received an invitation to attend an information session with the Edmonton Federation of Community Leagues (EFCL) to discuss our 100th Anniversary Capital Project expected to be built in W. Hawrelak Park by 2021. The design includes a Community League Plaza space, an open air, all season amenity near the SW corner of the lake, and some connection pathways with seating and art elements to tell the story of 100 years of volunteerism by the 158 Community Leagues in Edmonton since 1917.

Currently, this project is underfunded and considering ways to adjust the design (re-scope) to proceed with construction and completion in time for the 100th Anniversary date of 2021.

The vision is a space to celebrate volunteerism, benefit all park users and enhance the park visitor experience, so we really want to hear from you!

As you were unable to attend the recent session, we wanted to provide you with some of the initial questions and answers that came out of that meeting and offer you additional opportunities to connect with us, ask questions, and contribute to the next steps in the project development.

If you are unfamiliar with the project you can see this 3min project video <https://youtu.be/n9WYYeqSRDc>

AND more info on our project website:
<https://efcl.org/events--projects/efcl-100-year-anniversary/>

Or contact me directly via email, or via phone or we can arrange a personal coffee visit. □

We are very interested in what we can do to assist all the festivals and events in whatever way we are able to, to learn about your program needs, work with ideas and suggestions to ensure that through the construction (*no date set yet*) and use of this amenity we will achieve that vision to benefit and enhance.

As we are still in the process of finalizing what will be put forward for construction, which we expect to be confirmed over the coming months, your input now can really help inform the City of Edmonton (who will own and operate the park amenity) and the EFCL.

This is what we understand some of the main questions are from the conversations with other park stakeholders this January.

Question: Will this project impact my event in 2019?

Answer: In our dream EFCL scenario, we would be granted the funding and approvals that we need to re-scope and tender the project, or portions of the project, this spring or summer. Unfortunately, these are not in place currently and we are unable to give any expectations of a planned construction start date. Our hope is to have the project completed by our 2021 anniversary date, but defined construction timelines are yet to be determined.

Question: Is there still time to talk about our thoughts and operational impacts of the project and potentially make changes to the project?

Answer: Yes, as our project is currently underfunded and delayed, we are planning to re-scope the project which offers the option to consider design changes, AND we are very interested in learning more about the potential operational impacts on your festival and event, as that will be very important to the changes we make next! EFCL has always envisioned this project to honour and celebrate volunteerism in addition to the goal of enhancing the park for all users, festivals and events

most specifically! You are important to us, and we are very open to connecting about ways to work together to ensure that this project is a NET BENEFIT to every festival, event and park visitor.

Question: Will you work with us to keep construction impacts to our festivals at a minimum and let us know as the new re-scoped project plans are developed?

Answer: Yes, when we were in the process of tendering the project and creating construction schedules originally back in 2016/2017, we had a list provided by the city of the festivals and events, dates, times, load in needs and requirements and load out needs and requirements to coordinate any construction with park operations and festivals and events. We will do this again for sure. We are very happy to stay connected with you about the new project plans as they are being developed and would appreciate your thoughts and feedback along the way. Let's stay in touch!

Please feel welcome to contact us and please expect more communication coming from us in our efforts to keep you involved and up to date going forward.

Finally, if it is of interest, EFCL can set up a conference call meeting that stakeholders can dial into and participate in an online group discussion. Let me know via email if you are interested in this option and I will send out a poll to interested parties to coordinate a date that works for the majority.

Best regards
(insert signature)

MEETING DATE : March 14, 2019

Item 10.3

AGENDA ITEM # : 10.3 – Change Management Report

PREPARED BY: Laura Cunningham-Shpeley, Executive Director

The EFCL is having two student groups prepare recommendations for managing staffing changes as we grow as an organization.

Background:

MacEwan University, as part of their experiential learning initiative, matches in-class student groups with businesses and non-profits on a project basis.

This year we are working with a senior level human resources course, focused on change management. We presented our 4-year growth strategy as a basis for forming a series of change management recommendations. The professor, Dr. Theresa A. Chika-James, matched us with two project groups in her class to provide a report to us. The first group will be looking at what sort of organizational structure would allow for effective management of our staff as we grow while still maintaining the positive aspects of our workplace culture. The second group is looking at how to best prepare our existing staff to work through this change positively.

We have met with the class and the working groups and are looking forward to their recommendations in late March to early April.

MEETING DATE : March 14, 2019
AGENDA ITEM # : 10.4 – Planning Committee Report
PREPARED BY: Stephanie Kovach, Planning Advisor

Item 10.4

FEBRUARY 2019 MEETING SUMMARY

Based on your feedback and the desire for improved transparency and communication, we have decided to provide monthly updates to the membership on the activities of the EFCL Planning and Development Committee.

WHAT DID WE DISCUSS?



Off-Street Parking
Regulations



The City Plan

OFF-STREET PARKING

At present the Zoning Bylaw sets parking minimums for every commercial and residential establishment in Edmonton. It also does not allow buildings to share parking spaces, resulting in an abundance of surface parking lots. The City is looking at new ways to regulate parking and asked for our input.



The approach:

The City is recommending an "Open Option" approach to off-street parking that will allow homeowners and businesses to choose how much parking to provide on their property in addition to:

- Allowing businesses to share parking spaces
- Setting parking maximums in Transit Oriented Developments

Barrier free parking spaces will still be required for certain developments!

Our position:

We voted to support to approach as it best respects public consultation outcomes, gives equal weight to all modal types, and gives the public the most choice, but provided the following recommendations:

- Use a context based approach in neighbourhoods with severe on-street pressures
- Explore how this will impact suburban park and ride behaviours



THE CITY PLAN



The City Plan is Edmonton's Plan for growing to a City of two million people , to be completed in 2020. At our meeting, City of Edmonton staff presented the City Plan in its current form, fielded our questions, and asked for our feedback.

What did we discuss?

- Five Big 'City Moves' that will determine development patterns
- Phases of the development of the plan (currently in phase 3)
- Citizen engagement (ongoing)

How can you get involved?

- Public engagement is essential to the process of developing the City Plan
- Visit edmonton.ca/thecityplan to find out about engagement opportunities



11.0 WORK IN PROGRESS

MEETING DATE : March 14, 2019

Item 11.1

AGENDA ITEM # : 11.1 – EFCL Work in Progress

PREPARED BY: Laura Cunningham-Shpeley, Executive Director

MEETING DATE	REF.	ITEM	STATUS
2017/01/12	9.0	<p>Sub-dividing Community Leagues The EFCL to work with the City to set up some processes regarding how to subdivide an existing community league. (There are processes in place for boundary changes, but not for the creation of new leagues from within old ones.)</p>	In Process
2017/03/09	5.1	<p>Finance Committee Draft Terms of Reference R. Hoyle to forward a draft TOR that she recently helped to develop for another committee. D. Jakubec will email a “doodle poll” to determine the first Committee meeting date/time.</p>	In Process
2017/09/14	11.0	<p>District Updates/Feedback C. Shannon to investigate the status of the proposed legislation preventing schools from sitting empty, forcing them to become derelict and leading to their closure. She will forward a study about how civic design impacts population health.</p>	In Process
2018/06/14	6.4	<p>Londonderry Community League Receivable That the EFCL enter into discussions with Londonderry Community League in an effort to re-coup \$7,835 in outstanding expenses.</p>	In Process
2018/06/14	6.5	<p>EFCL Office Space C. Shannon to provide a summary of the possible facilities available to the EFCL for alternate/interim office space. and That the EFCL inform the City of Edmonton that it would like to remain in its current office space until an opportunity becomes available in the new Rollie Miles Recreation Centre.</p>	In Process
2018/06/14	7.0	<p>News From the City of Edmonton C. Shannon suggested arranging a Community Hub presentation from City staff at the next board meeting.</p>	In Process
2018/06/14	10.1	<p>CLIP Program Update C. Shannon advised she would follow-up with James to obtain more specifics on the statistics columns in the Stantec document.</p>	In Process

MEETING DATE	REF.	ITEM	STATUS
2018/07/05	7.0	<p>News From the City of Edmonton S. Svendsen advised she would look into the editing, and clarification/quality control and report back. And S. Svendsen to take F. Porter's suggestion back that the EFCL could have a role in this.</p>	
2018/07/05	8.3	<p>Communications Committee Terms of Reference Staff (J. Booth and/or L. Cunningham-Shpeley) to revise the EFCL Communications Committee Terms of Reference in consultation with C. Johnson regarding committee governance, and refer to the motion previously passed by the Board as to whether or not the committee is intended as a staff or Board committee. The revised draft TOR can be emailed to Board members and voted on by email.</p>	
2018/09/13	5.2	<p>Financial Update Finance Committee to investigate (check with Jenn) and report back on M. Gosselin's question regarding the accrued receivables for 2016.</p>	
2018/09/13	6.0	<p>District Updates/Feedback, District K M. Makarechian to forward the forthcoming report about outdoor rinks to L. Cunningham-Shpeley.</p>	
2018/09/13	6.0	<p>District Updates/Feedback, District E District E meeting to be scheduled in the next 30 days.</p>	
2018/09/13	7.2	<p>EFCL Business Directory Review and revise the proposed Premium plan according to Membership needs and privacy concerns about emailed promotions being perceived as "spam". For presentation at the October Board meeting.</p>	
2018/09/13	7.2	<p>EFCL Business Directory That the EFCL Board approve moving forward with the recommended Basic option as presented.</p>	
2018/09/13	7.3	<p>Risk Management Advisory Committee C. Shannon will look into a City contact or resource for Laura to refer league inquiries to.</p>	
2018/09/13	7.5	<p>Staff Credit Card Spending Policy M. Gosselin to forward a standard credit card acknowledgement form. EFCL staff to locate in the minutes, the motion and policy that were previously passed by the EFCL Board regarding staff credit card use.</p>	In Process

MEETING DATE	REF.	ITEM	STATUS
2018/10/11	4.1	<p>100th Anniversary Project F. Porter asked that the minutes from the last EFCL 100th Anniversary Steering Committee meeting and a written update on the status of the 100th Anniversary Project be provided for the November Board meeting package.</p> <p>F. Porter asked that a written report be submitted for the Board outlining a summary motion as well as all financial concerns that the Committee is seeking resolution from the Board on.</p>	In Process
2018/10/11	5.0	<p>District Updates/Feedback Laura will be contacting Board members by email regarding arranging District meetings.</p> <p>L. Rosinski to forward a copy of the 20 page agreement to Laura (Yellowhead Trail Freeway Conversion)</p>	
2018/10/11	7.0	<p>News From the City of Edmonton EFLC to share and publish NRC and NCS postings with community leagues.</p> <p>C. Shannon will look into it and report back. (Reduced Bus Route Changes)</p>	
2018/10/11	10.1	<p>Website Survey Forward examples and suggestions regarding website functionality to Laura.</p>	In Process
2018/10/11	11.6	<p>124 Street Market F. Porter to forward the letter to Board members for information.</p>	In Process
2018/12/13	6.1	<p>HR Committee Tasks/Terms of Reference That the Human Resources Committee Members convene with the Executive Director in order to update HR Policy as outlined within the next EFCL 60 days"</p>	
2018/12/13	6.2	<p>Live Active Future Directions Program Survey Review That the EFCL enter into an agreement with the YMCA to do a Summer Camp Pilot Program with interested Community Leagues to host a week-long camp for community children during July and August 2019."</p>	In Process

MEETING DATE	REF.	ITEM	STATUS
2019/01/31	5.2	<p>On-Line Donations Process S. Svendsen to forward the document outlining the new deposit procedures to L. Cunningham-Shpeley to forward to leagues.</p>	
2019/01/31	6.1	<p>Treasurer’s Report—Budget 2019 It was noted that the \$1500 expense for Urban Poling could be removed and the deficit reduced by that amount.</p>	
2019/01/31	6.5	<p>Letter to The Mayor and City Council Requesting Appointment of a Councillor to The EFCL Board of Directors in an Advisory Capacity That L. Cunningham-Shpeley bring a revised Council outreach proposal forward at the March Board meeting.</p>	
2019/01/31	6.6	<p>Bookkeeping Pilot Project That the EFCL begin the process of setting up an accounting/bookkeeping pilot project as an initial step to building a financial services support division at EFCL.</p>	
2019/01/31	6.9	<p>Planning Committee That the EFCL Board support the EFCL Planning Committee in preparing correspondence regarding the Residential Low Density (RLD) issues, and that only the Planning Committee Chair or an elected delegate attend the Council meeting to speak to Council on behalf of the Committee. And To clarify if the EFCL Planning Committee’s Terms of Reference include direction regarding EFCL Planning Committee Members ability to speak before Council if they are not specifically representing the Committee on an issue.</p>	