

EFCL Board Meeting Minutes

February 11, 2021, Virtual Meeting via RingCentral, 6pm MST

Attendance

EFCL Board Members

Ryan Barber, District H (President/Chair)

Rocky Feroe, District F

Giselle General, District D

Anita Lunden, District J

Martin Narsing, District C

Morgan Wolf, District G

Jon Morgan, District K

Guests/EFCL Staff

Chantile Shannon - Director, City of Edmonton Neighborhood Services

Laura Cunningham-Shpeley, EFCL Executive Director

Chris Hyde, EFCL Board Development Advisor

Dana Mauer, Minutes

1.0 Welcome and Introductions

EFCL President, R. Barber chaired the Board meeting. The February 11, 2021 EFCL Board meeting (via RingCentral) was called to order at 6:02pm. A quorum of Board members was present. R. Barber welcomed the Board members and thanked them for attending. He commented that civic election campaigning had started, and that discussions continue with the City about the Tripartite Agreement and the role of community leagues.

2.0 Review of Agenda / Work in Progress

2.1 Agenda Approval

R. Barber welcomed agenda additions by Board Members.

Motion 2021-02-11-01: Approval of agenda for the February 11, 2021 EFCL Board Meeting with the following amendments:

Add Item 5.2 - Nomination of EFCL Staff for Raffle

Add Item 6.5 - Desired Communication Flow

Add Item 6.6 - Diversity and Inclusion Meeting

Add Item 6.7 - Winter General Meeting Motion Support

Add Item 6.8 - In Camera Item

By: G. General / M. Narsing

CARRIED

It was suggested that a practice session on using the Pheedloop virtual meeting platform be held at the end of the Board meeting time permitting.

2.2 Work in Progress Review and Update

Updates regarding the following Items:

- Regarding the possibility of a Plaza Endowment fund extension, Laura advised the goal is to maintain the December deadline, however she will look into the possibility of an extension if required. The EFCL does not want to use the Reserve Fund monies set aside in the Plaza budget to meet the Endowment Fund financial commitment. Ideas regarding how to raise the funds is being discussed with the Plaza Steering Committee.
- G. General advised she would update the online timeline for submissions for the Plaza Time Capsule to reflect the deadline extension to Fall 2021.
- C. Shannon reported that the EPL gave up the grants database subscription it had, and will inquire why and which database it was.
- C. Shannon advised that expired City Attraction passes will be accepted until the end of July and will likely be extended again closer to that date if necessary.

3.0 Review of Minutes

Motion 2021-02-11-02: The Draft January 14, 2021 EFCL Board Meeting minutes were approved as presented.

By: Board Consensus

CARRIED

4.0 News from the City of Edmonton

C. Shannon referred to her written report provided (by a link) in the agenda package. In addition to the items in her report, she commented on the following:

- Upcoming changes to the City of Edmonton's waste and recycling pick-up are available on Edmonton.ca.

- NRC work: 20% of their time is spent on supporting City and community lead Parkland Projects, - i.e. working on playgrounds, hall renos, community gardens, and road renewal projects such as the widening of Yellowhead Trail.
- In the past nine months, NRCs have been assisting leagues with creative fundraising and socially connected, physically distanced events.
- Snow bank rink licensing is wrapping up and working is starting with Parks to plan community and pop-up gardens for the spring /summer season. Information will go out soon about the application process. Urban fruit forests are anticipated to be of huge interest this year, and appropriate health and maintenance agreements need to be in place for urban forests.
- 15% of the NRCs time is spent on items such as community safety and cleanliness. Neighbourhood Services is working more in collaboration with enforcement officers including Peace Officers, River Valley Park Rangers, and Municipal Bylaw Officers. Neighbourhood Services is the collaboration hub, and enforcement is the last resort. There has been recent collaboration to address problem properties in core neighborhoods with marked success.
- Additionally, the Neighbourhood Services is currently addressing the following with regard to inclusion in the updated Tripartite Agreement:
 - Long-term lease and informal usage arrangements that leagues have that need to be formalized
 - Use of outside cameras by community leagues halls. 1) surveillance, and 2) live stream cameras. City lawyers are providing guidance on this in accordance with PIPA. So far there have been no privacy complaints/issues.
 - Working with leagues on questions related to the donation of mowers and snow removal equipment. If the City donates something to the EFCL, it is the Business Area's discretion to enter into an MOU. MOUs are not legally binding but a good best practice to outline the terms of the partnership.
- There is a new Tripartite Agreement being signed by Cumberland Oxford CL this year.
- The City is redeveloping five playgrounds in Calden, Batryn, Inglewood, Wellington and Caernarvon community leagues. And the NRC are letting those community leagues know.

There was discussion at some length regarding the use of security cameras by leagues on City Parkland (outside). C. Shannon clarified regarding community league outdoor security camera use, that the City's legal department is creating a draft document that she will share with the NRCs and the EFCL. The issue will be addressed in the renewed Tripartite Agreement.

5.0 Decision Items

5.1 Exploring Alternative Financing for New Hall Builds (District I)

R. Barber advised that several leagues in District H as well as other new community leagues across the city have expressed interest in bringing forward this discussion. In the past, traditional financing i.e. loans on land/capital assets have not been available to community leagues as sources of financing for capital projects. This is due to leagues being located on City Parkland (which can't be mortgaged). Hall construction costs are extreme. In the past, fundraising vehicles such as selling bonds, door to door campaigns, and benefactors were utilized to raise funds. Financing methods and opportunities have changed significantly in the past 10 years, and will continue to do so post-COVID. Significant government infrastructure funding may also be available. This creates an opportune time for community leagues to explore alternative financing models for building/rebuilding halls and other infrastructure projects. R. Barber proposed the EFCL facilitate the formation of a committee to discuss financing options for new community league infrastructure projects and asked for Board input. He suggested the committee membership could include interested members of new community leagues, a finance professional(s) with knowledge of First Nation and/or non-profit financing, the City, and members from community leagues that have built halls/capital projects in the past.

R. Barber proposed the Committee be chaired by a member of a community league and that an EFCL Board Member(s) attend the meetings. Discussion ensued. The following suggestions were made:

- Develop a "needs survey" to determine if a community league is interested in a hall facility build/rebuild
- Important for leagues to have informed, robust discussions about the length of the volunteer commitment of building an infrastructure project (often a 10 year timeline)
- Develop a community league Hall Assessment Checklist for leagues
- The City is starting to look differently at community league halls as community assets post-COVID (i.e. community preparedness locations)
- Financing consideration: Up to 30% of activities can now be used for commercial use now

Motion 2021-02-11-03: That the EFCL initiate the creation of a committee to explore alternative financing and construction models for new and renovated community league infrastructure projects. The committee will report to the EFCL Board.

By: G. General / M. Narsing

CARRIED

Action Item: Board members to poll their District leagues for interest and forward/bring names to the March board meeting of league members interested in participating on the committee.

Action Item: Laura to advise regarding an EFCL staff member to coordinate the meeting.

5.2 Nomination of EFCL Staff for Raffle

Motion 2021-02-11-04: That the EFCL Board nominate EFCL staff members N. Begoray and C. Johnson to conduct the raffle on their behalf on February 16 at 12:30pm.

By: A. Lunden / R. Feroe

CARRIED

6.0 Discussion Items

6.1 Board Evaluation

A. Lunden, District J Director, and C. Hyde, EFCL Board Governance Advisor presented a set of draft Board Evaluation Toolkit forms they created based on discussion at the January Board meeting. The Board Evaluation Toolkit contains three distinct forms, which evaluate different facets of Board performance. Links to the three forms are as below:

1. **Board Self Evaluation Survey:** This tool will allow board members to evaluate and identify their own performance as board members.
2. **Board Group Evaluation Survey:** This tool will allow board members to evaluate and identify the performance of the board as an entire group. This is a useful tool to understand how board members view current capacity vs. the expectations of the group as a whole.
3. **Board Chair Evaluation Survey:** As the individual who provides direction and guidance to the board, this tool allows board members to evaluate the chairs performance.

Discussion ensued and these suggestions were made:

- M. Narsing suggested adding an “Exit Survey” for outgoing Board members. **Action Item: Creation of an “Exit Evaluation Survey”**.
- Accommodation of new Board members i.e. adding “not sure”, or “not applicable”.

Action Item: Board members to review the draft surveys and propose implementation times/dates of the Evaluation Toolkit Surveys for approval/decision at the March Board meeting.

6.2 100th Anniversary Committee Update - Chair G. General

G. General commented that the EFCL’s 100th Anniversary Online Celebration Event on January 23 went very well, was well-attended and very engaging. Several community leagues held online events or activities to participate in the EFCL’s 100th Anniversary.

G. General commented the first of the series of 12 EFCL District Spotlight videos was released. She advised that some accessibility aspects (captioning) was missing on the video and has since been added. It will be included in all the video content going forward. The District Spotlight videos are posted on the EFCL website.

The collection deadline for items for the Plaza Time Capsule was extended to Fall 2021 and the working timeline will be updated. Weekly Celebrations Committee meetings will resume on Tuesdays and focus on the **Great Neighbour Movement 2021**. All EFCL Board members are encouraged to review the Great Neighbour Movement planning document. Laura advised the concept is to animate the Hawrelak space and host a casual day of family fun in the park at the EFCL Plaza.. She welcomed suggestions from Board members.

6.3 Review AGM Agenda and Roles

Laura reminded the Board that the General Meeting is the Board’s meeting to the Membership. A link was included in the agenda package outlining Board member roles for the upcoming Winter General Meeting. A. Lunden confirmed she would be co-presenting the EFCL Budget to the Membership. Because a different virtual platform (Pheedloop) will be used, breakout District discussion rooms may not be possible. She asked Board members what roles they would like to take for the online WGM presentation. The District Spotlight videos will be presented in place of Community League stories. G. General volunteered to present the Bylaw Motion and the District video. Laura advised scripted speaking notes could be prepared for Board members. R. Barber will present the Motions regarding the reallocation of the \$78,000 Rink Roof Funding.

6.4 Horse Hill Community League Update

M. Narsing, EFCL VP Internal and District C representative provided an update. In January, J. Booth (EFCL Membership and Operations advisor) advised that Horse Hill CL Treasurer (P. Gwinner) advised the EFCL he would be the new liaison between Horsehill CL and the EFCL. Mr. Gwinner advised that Horsehill would no longer pursue their grievances with neighbouring leagues due to significant time passing, and several leagues have new Boards. Additionally, M. Narsing has requested that P. Gwinner on behalf of the Horse Hill CL forward a letter/email outlining any other issues Horsehill CL feels the EFCL has not heard.

6.5 Desired Communication Flow

R. Feroe relayed a situation recently where she was approached by an individual with a request for the EFCL to support a community initiative. The individual also approached the EFCL's Planning Advisor with the same request. R. Feroe asked if there was merit from an EFCL governance perspective in creating a "lobbying" protocol to help avoid awkwardness and/or conflict of interest. No action item at this time. Further discussion as necessary.

6.6 Diversity and Inclusion Committee Meeting

R. Barber asked for a Board volunteer to attend the upcoming EFCL Diversity and Inclusion Committee meetings. J. Morgan advised he could attend the upcoming Feb. 23 meeting if R. Feroe could not. Laura advised she would forward invitations to all Board members for the upcoming meeting. She will ensure the minutes from previous meetings are included in the packages.

Action Items: Minutes from previous Diversity & Inclusion meetings to be included in info. packages for Board members attending meetings.

6.7 Winter General Meeting Motion Support

Laura updated the Board on the process around the proposed Motions for the reallocation of the \$78,000 Rink Roof funding. She advised that C. Shannon was scheduled to bring the Motions forward to the City for approval back in January. However, a decision was made to wait to ensure the Motions are approved by the EFCL Membership at the Winter General Meeting first. She commented that it is important that the EFCL Membership understand that the use of the funds is not just the EFCL Board and Membership's decision, and that the City of Edmonton's approval is required. If the motions pass at the General Meeting, they will then be presented to City Council for approval at the end of March. There was positive preliminary feedback from the City regarding the proposed repurposing of the \$78,000 grant money for a community league infrastructure database, and the subsidized grants database subscription for community leagues. .

C. Shannon confirmed that City Administration was very supportive of the two uses proposed by the two Motions before the EFCL Membership. If approved by the Membership, the presentation can be done as a joint presentation to City Council if the EFCL prefers.

R. Barber advised that a suggestion was forwarded by a member of the Parkallen CL in District I which does not currently have a District Rep. The suggestion is that the \$78,000 be repurposed as an emergency fund for community leagues. Round table discussion ensued with the following points made:

- The point was made that the \$78,000 was originally approved by the City for use toward a community league Infrastructure Project.
- Leagues will continue to receive their operating grants from the City of Edmonton
- Leagues will have access to a multitude of sources of grant funding through the subsidized grant database subscription, should the Motion pass.

After discussion/questions, there was not Board support for the repurposing of the \$78,000 toward an CL emergency fund.

R. Barber advised that a suggestion was also put forward to use the \$78,000 to cover/waive the \$5.00 administration fee charged by the EFCL with on-line community league membership purchases. Board discussion ensued and the following points made:

- In response to Board members' questions, Laura outlined the large amount of administrative staff time involved in the distribution of membership fee funds back to leagues from online membership sales, the volume of phone calls received and questions, and general public relations/liaison role EFCL front line staff fulfil, which subsidized by the \$5 on-line fee. .
- It was suggested that an information infographic be created and shared on social media and the EFCL website, explaining exactly what the \$5 administration fee covers.

There was not Board support for the elimination of the \$5 online CL Membership administration fee.

R. Barber reviewed for new Board EFCL members, why having an up-to-date Community League Asset Database is important for maintaining the Community League Infrastructure Program (CLIP) grant funding going forward, especially as it has been

underutilized in the past and the City will need to cut the grant funding budget if there is not data to support it.

Several Board members confirmed there was general support by several community leagues in Districts H, J, and D for the two Motions outlined in the Winter General Meeting agenda package. The agenda package including the proposed motions and detailed background information was distributed to community leagues by email 21 days in advance of the February 16, 2021 General Meeting.

Regarding the EFCL Bylaw amendment Motion, Laura suggested that at some point in the future, an amendment should be discussed stating that Honorary and Associate members would not be able to vote. Laura advised that discussion regarding additional updates to the EFCL Bylaws would be necessary. .

6.8 In Camera Item - The EFCL Board went in camera at 8:29pm and came out of camera at 9:57pm.

Motion 2021-02-11-05: To invite the President and the Executive Director of EMSA to a special EFCL Board meeting on Feb 18 at 7pm to discuss the historical relationship and to discuss the motion going before their Membership to change community league membership requirements for soccer.

By: G. General / M. Narsing

CARRIED

7.0 District Updates - Tabled to March Board meeting.

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

9.0 Reports - Written reports accepted for information in observance of time.

Laura asked Board members to review all written reports, paying special attention to the letter in Item 10.2 regarding the Tripartite Amending Agreement: **Municipal Tax Considerations - Letter to EFCL**, January 20, 2021

9.1 President's Report (verbal) - tabled to March Board meeting

9.2 Executive Director Report - accepted for information
Link to the Executive Director's Report for February 2021

9.3 2021 Winter General Meeting Logistics - accepted for information
For the February 16, 2021 Winter General Meeting, the EFCL will be using **PheedLoop** Event Management software as the virtual platform.

PheedLoop is an event management software platform that is specifically designed for large meetings or events and is designed to better support virtual event attendance.

9.4 Tripartite Agreement Update - accepted for information
Link to an Update on the Tripartite Agreement

9.5 Community Leagues and Emergency Preparedness

10.0 Correspondence - Accepted for information

10.1 Letters to the Urban Planning Committee re: Zoning Bylaws
Laura Cunningham-Shpeley

- **Zoning Bylaw - Letter to the Urban Planning Committee from the EFCL, January 19, 2021**
- **Zoning Bylaw - Letter to the Urban Planning Committee from the EFCL, February 2, 2021**

10.2 Letters to the EFCL re: Municipal Tax Considerations and Tripartite Amending Agreement

- **Tripartite Amending Agreement: Municipal Tax Considerations - Letter to EFCL, January 20, 2021**

11.0 Adjournment

R. Barber thanked the Board members for their participation and contribution. The February 11, 2021 virtual EFCL Board meeting adjourned at 10:03pm.