

EFCL Board Meeting Minutes

May 13, 2021, Virtual Meeting via RingCentral, 6pm MST

Attendance

EFCL Board Members

Ryan Barber, District H (President/Chair)

Anita Lunden, District J

Martin Narsing, District C

Morgan Wolf, District G

Jon Morgan, District K

Jenn Parsonage, District L

Rocky Feroe, District F - regrets

Guests/EFCL Staff

Chantile Shannon, City of Edmonton

Laura Cunningham-Shpeley, Executive Director

Chris Hyde, EFCL Board Development Advisor

Emma Chen, EFCL Financial Officer

Colin Johnson, EFCL Deputy Executive Director

Tim Querengesser, EFCL Senior Communications Advisor

Dana Mauer, Minutes

1.0 Welcome and Introductions

EFCL President, R. Barber chaired the Board meeting. The May 13, 2021 EFCL Board meeting (via RingCentral) was called to order at 6:00pm. There was quorum. R. Barber welcomed Board members and thanked them for attending. He welcomed and introduced Emma Chen, the EFCL's Financial Officer, and Tim Querengesser, the EFCL's new Senior Communications Advisor. R. Barber thanked Board members for their contributions to the recent Tripartite Agreement feedback discussion. He advised that meetings with the City are ongoing and a final draft should be ready soon.

2.0 Review of Agenda / Work in Progress

2.1 Agenda Approval

The Chair welcomed agenda additions by Board Members.

Motion 2021-05-13-01: Approval of agenda for the May 13, 2021 EFCL Board Meeting with the following changes:

Item 5.6 moved to become Item 5.2b

By: M. Narsing / M. Wolf

CARRIED

2.2 Review and Update of Works in Progress List

Work in Progress

- Laura suggested requesting a follow-up discussion regarding the EFCL's outstanding invoice to the Londonderry CL. She confirmed the last correspondence regarding the unresolved charges was sent in 2019. Discussion ensued. **Action Item: Laura to initiate sending the Londonderry CL a reminder notice and request a follow-up conversation.**
- R. Barber advised that for 2021, the new EFCL President's Award would relate specifically to recognition regarding the Commercial Use aspect of the Tripartite Agreement.
- Laura reported that the additional monthly meetings with C. Shannon are proving very effective in reducing information gaps between the EFCL and the City.
- Laura updated that upon analysis, the Strathearn Community League's Building Society did not appear to be a good fit with the EFCL with regard to some of its activities, and therefore the EFCL will not be pursuing a partnership with the Strathearn Building Society at this time. Other options are being explored with regard to charitable status options for the EFCL. **Action Item: C. Shannon and Laura to meet to further discuss EFCL charitable status options.**
- C. Shannon advised that the City is in the process of streamlining the process of data collection from community leagues. An internal survey and review in partnership with the EFCL is being conducted in order to update what information is needed. Laura advised that as part of the new Tripartite Agreement, the goal is to have a centralized information collection in place by the fall.

3.0 Review of Minutes

Motion 2021-05-13-02: The April 8, 2021 Board meeting minutes were approved as presented.

By: Board Consensus

CARRIED

4.0 News from the City

C. Shannon welcomed questions regarding the May City report. She provided comments regarding the following:

4.1 Sense of Community Index Survey Results

Regarding the annual Sense of Community Index Reporting update on Connect Edmonton - there is currently a pause (due to COVID), however the intention is that the 2020 results will be posted on Open Data for anyone to access once it is resumed. Laura advised that the 2019 data is available at Your Community - Edmonton Insight Community | Edmonton - Open Data Portal

City Council does not want to cut the mosquito spraying program this year. No update yet regarding City parkland weed maintenance schedules.

Update regarding the City's new Neighbourhood Parkland Development Process:

Park & Facility Development Team

City of Edmonton Community Group Led Construction Projects Guide

C. Shannon reviewed that in 2018, the City Auditor's report recommended making a number of improvements to the old 'NPDP' (Neighborhood Park and Development Process) based on extensive community consultation. As a result, The Park & Facility Development Team, a dedicated team of four within Neighbourhood Services, was created. The team has rewritten and improved all of the old NPDP instruction manuals that were available on the City website to make them clearer and easy for community groups to use when constructing capital projects on City Parkland. The new manuals are available on Edmonton.ca now (see link provided). Over the next six months, the City will be working with various community groups to obtain feedback about the revised process and the manuals. After all community feedback is obtained, the manuals will be finalized. The team will also hold an education session with EFCL Staff to help them answer league questions about the new process. The level of detail is very different for each level of project in the new process. It will expedite smaller and intermediate scope projects that don't require extensive consultation. The request is to have two EFCL staff members and an EFCL Board member sit on the process review committee.

Action Item: C. Shannon to send a summary to the EFCL Board re: the new NPDP process including all the links to the new process information and manuals, and outlining the request for engagement participation by the EFCL Staff and Board.

The following links about the new City team and community construction process can be shared with District leagues:

Park & Facility Development Team

City of Edmonton Community Group Led Construction Projects Guide

M. Wolf inquired if an interested community league President/Board member(s) could participate on the NPDP review committee. **Action Item: C. Shannon to clarify if interested community league members can participate on the process review committee.** R. Barber confirmed there also needs to be a dedicated EFCL Board representation as well on the NPDP committee.

5.0 Decision Items

5.1 AGM agenda- Ratification of Online vote

Motion 2021-05-13-03: To ratify the electronic motion to approve the Annual General Meeting agenda carried on May 1, 2021 as follows:

Moved by: M. Narsin, District C

Seconded by: R. Feroe, District F

Votes in favour: District C, F, D, H, K, L

The e-mail motion was carried on Saturday May 1 at 11:48am

By: M. Wolf / J. Parsons

CARRIED

5.2.1 Motion to approve the electronic transfer authority

R. Barber explained the recommendation was coming to the Board for a decision for transparency. He explained that with the new electronic expense approval system, expenses need to be approved by two individuals, the Treasurer and the President. This motion would allow for ETF payment authority through one individual. One other person will be notified when there is a transfer. Due to online banking limitations, only one individual can actually do the payment transfer. The EFCL Financial Officer is also aware of any/all payments. Laura advised that the intention is also for the EFCL to be able to receive electronic transfer payments. Discussion ensued with E. Chen regarding the logistics of Servus's electronic transfer capabilities.

Action Item: Decision tabled to June Board meeting. Laura and Emma will go back to Servus to determine what the electronic transfer options are.

5.2.2 EFCL First Quarter Financials

A. Lunden commented on the quarterly financial review process advising she, Laura, and Emma spend a few hours reviewing them, and the process provides a good double check for expenses and the budget categories. She expressed that the main concern on the revenue side operationally is what happens if money is not received from a casino. Otherwise, everything is on track, budget-wise. Laura added that the hope is the EFCL audit will show deferred revenue from last year that can be used to cover 2021 expenses. The audited financials should arrive next week for Board review prior to the AGM.

Emma added that \$45K was budgeted for a casino but we do not know what amount will be received. However, the EFCL is able to apply for the 'CEWS' and

'CERS' government subsidies to help support operations. Regarding the Casino Review Process, Laura advised the general feedback from the non-profit organizations to AGLC was that not much needed to change with regard to the process except for access to casinos. She added that with the increasing popularity of online gaming, live casino revenues may not yield the levels they did prior to COVID and it's important to pursue other sources of revenue.

Motion 2021-05-13-04: That the EFCL quarterly financial report be accepted as presented and discussed.

By: M. Narsing / J. Morgan

CARRIED

5.3 EFCL App

C. Johnson reported back to the Board regarding the action item request from the April Board meeting to obtain a quote for creating a Board group communication feature, as well as a "role" selection function. He reported that the two requested add-ons/changes to the functionality of the Communibee app would be cost prohibitive due to requiring a complete rebuild of the app. He reported that there is currently a way in the event area of the app to create different memberships and limit the ability to sign up for events by roles.

In light of the cost and financial constraints facing the EFCL this year due to COVID, C. Johnson's recommendation was to continue using the app as is for the time being. There was Board consensus.

5.4 Soccer and Recreation Survey results and next steps

Laura reported there were 87 responses from 64 leagues to the survey. The responses revealed the wide variety of ways that leagues handle their soccer programs. On average running a soccer program costs most leagues in the neighbourhood of \$5000/year. Laura reviewed the survey results (attached link) in detail and presented her recommendation based on the survey results. Board questions and discussion ensued.

Motion 2021-05-13-05:

Based on the survey data, a large number of Leagues continue to be active with EMSA. Given the amount of time and financial resources invested, it is recommended that an EFCL staff and EFCL Board member attend the 5 Zone meetings (North, West, South East, South West, Millwoods). Attending these meetings will be the first step in providing insight into the relationship between EMSA Zones and Leagues. Consideration should be given to attending Community Grass Roots Soccer Academy meetings as well as 6 Leagues are members (<https://www.cgsa.ca/about-us/>).

By: Board Consensus

CARRIED

Laura advised that J. Booth would attend all of the Zone meetings. The Zone meeting dates will be posted in the calendar and Board members will be able to sign up to attend their Zone meeting with J. Booth.

Action Item: Send an information letter announcing the EFCL's intentions for goodwill collaboration and problem solving.

Action Item: Create a "What We Heard" document to send to leagues and to EMSA summarizing the survey results.

5.5 Planning and Development Committee Requests

Laura presented the details of two requests brought forward by the EFCL Planning and Development Committee Advisor, Stephanie B, as outlined in detail in the documents linked below. Board discussion ensued.

5.5.1 Letter to the City of Edmonton District Planning Project Team

5.5.2 April 28, 2021 Planning & Development Committee Post Meeting Summary

City of Edmonton District Planning Map

https://www.edmonton.ca/city_government/urban_planning_and_design/district-planning.aspx

Motion 2021-05-13-06: That the EFCL Board approve the EFCL Planning and Development Committee's two recommendations as follows:

That the EFCL Board of Directors send a letter to the City of Edmonton Project Team requesting the following:

- 1. That the project team begins district level engagement prior to 2022, especially regarding the section detailing District Context as residents are experts in their own neighbourhoods.**
- 2. That the Project Team commit to engaging with individual Districts when the finished plans are made public in 2022.**

By: J. Morgan / M. Narsing

CARRIED

5.6 Board Member Resignation

Laura communicated that EFCL District Director Giselle General submitted her resignation from the EFCL Board in light of running for City Council.

R. Barber expressed thanks on behalf of the EFCL staff and Board for her contributions as an EFCL Board Member and as the 100th Anniversary Celebration Committee Chairperson during her tenure with the EFCL.

Motion 2021-05-13-07: That the Board accept the resignation letter.

By: Consensus

CARRIED

6.0 Motion for Exemptions

Motion 2021-05-13-08: That agenda Items 7.0 through 10.0 be accepted for information, with Items 7.1, 7.2, 7.3, and 8.0, exempted for discussion.

By: Consensus

CARRIED

7.0 Discussion Items

7.1 100th Anniversary Celebration Committee Update

R. Barber asked if another Board member was interested in taking over from G. General as the Committee Chair, Advisor or Liaison. The committee will generally meet weekly until approximately Oct. 2, which is the scheduled date of the EFCL Time Capsule installation. M. Wolf volunteered. She put forward the idea that for the Time Capsule's contents, interested leagues could create a laminated photo of their board including the names of board members and/or other interesting information about the community league in the year 2021 (concept to be further discussed/flushed out). A USB backup was suggested. Board feedback was positive regarding the concept as it is both simple and inexpensive.

7.2 Tripartite Timeline

R. Barber advised that summer 2021 would be busier than usual for the EFCL Board due to the Tripartite Agreement finalization timeline before the municipal election in October 2021. Work will need to be done with leagues within Districts over the summer to accomplish this.

Laura outlined the following key dates:

- Finalization of draft Tripartite Agreement expected week of May 17
- May 25 - draft Agreement sent to Leagues with a 3 weeks got league boards to review it
- Tripartite Information sessions for leagues to be held on June 14 and June 19. City staff will be in attendance to answer league questions.
- July 21st - deadline to give notice of the Special General Meeting

- August 11 - Special General Meeting for leagues to approve Tripartite Agreement.

R. Barber reminded the Board that the Tripartite Agreement is a negotiation process with the City and will largely depend on its acceptance by leagues. Laura suggested holding a briefing session for Board members with C. Johnson and herself to prepare Board members to be able to better answer leagues questions regarding the draft Agreement. There was Board consensus on holding a Board information session. A. Lunden suggested providing a columnar document displaying the amendments/edits from the old document to the new so that it is clear what changes were made.

Action Item: Laura to book a one hour virtual Tripartite briefing session with herself and C. Johnson for Board members.

7.3 Next steps for Building and Finance Innovation Task Force

R. Barber advised that Monte Weber from District H has volunteered to chair the new Task Force. M. Weber is the current President of the Terwilligar Riverbend Advisory Committee (TRAC) and has a long history of involvement in the CL movement. He and R. Barber met recently a City Councilor to discuss related concepts. It is obvious there is great appetite across the city to discuss how leagues can finance the building or rebuilding of their community league halls and other community league capital assets into the future.

Ritchie Community League recently submitted a letter to City Council and the new City Manager proposing that a levy system be used to help finance community-based infrastructure. Laura advised that the City Manager responded to Ritchie League's letter advising that Leagues wouldn't qualify for levies because the City doesn't own the buildings. Councillor Knack wants to meet with the EFCL regarding putting a formal motion forward to City Council requesting that City Administration work with the EFCL to explore the concept of levies for community leagues, especially in older neighbourhoods to fund the maintenance of their recreation amenities.

A. Lunden asked how the committee will be populated. R. Barber advised a meeting has been scheduled with the Chair of the new Task Force and there will likely be a public call out sent to community leagues after the initial meeting.

Action Item: R. Barber to share the confirmed details regarding how the Task Force membership will be formed at the June Board meeting.

7.4 Red Tape Reductions - accepted for information.

8.0 District Updates

District H - R. Barber reported that Councillor Cartmell recently approached District H leagues regarding finding a suitable location in the District for affordable housing. There has been good initial engagement by community leagues. The next step will be to map out that engagement process.

District G - M. Wolf reported that the Sands hotel is presently being converted to be used as a Homeless Shelter. There has not been a lot of feedback from neighbouring leagues with it being a dormant time due to COVID. Laura added that Councillor Essinger in December had requested that the EFCL work with Alberta Avenue and Jasper Place to assist with the wrap up of the two year City business Revitalization projects. C. Shannon will be sending the Alberta Avenue committee the proposal regarding hiring a Community Activator to work with the leagues to engage them, using the City money they have for the Revitalization project. M. Wolf advised that the Alberta Avenue NRC was already aware of the proposal.

District J - A. Lunden reported that enough money was raised in District J to complete the Fulton Ravine park. An outdoor clean up has been done across the District and several big bin events are being scheduled for when the current restrictions end. There is a lot of interest in the murals this year and a mural tour may be organized in District J for Community League Day. The Holyrood Gardens Development Committee is a subgroup of the Holyrood CL and is a great example of a league dealing successfully thwarting an unwanted development project in the league. They were recently successful in having a development proposal turned down by City Council with the support of Bonnie Doon CL. She suggested having members from the Holyrood CL to act as a resource for other leagues dealing with development proposals. The Ottewell CL is celebrating their 60th Anniversary and wants to focus on the league's history and hopes to organize an in-person gathering for the older residents.

District K - J. Morgan reported that community clean ups and big bins are happening in District K as well. Royal Gardens will be holding an AGM next week. There is controversy about porta potties in some neighbourhoods. Deteriorating tennis court surfaces are a concern in a number of leagues. Pickleball is very popular and there is a lot of interest in some leagues to use under utilized tennis courts as Pickleball courts.

District C - M. Narsing reported that Bannerman held a Mother's Day event. Grassroots soccer groups are starting up slowly. League AGMs are happening. League memberships are down. Bingos and fundraising are a big concern right now for District C leagues. R. Barber commented that

District L - J. Parsonage reported that many leagues in District L also had cleaning crews out. The City actually ran out of Community clean up kits this year. District L is still planning a Canada Day celebration and trying to figure out how to hold a celebration within the restrictions which is proving challenging.

9.0 Reports - accepted for information

- 9.1 President's Report (verbal update)
- 9.2 Executive Director Report
- 9.3 Oilers Foundation Rink Report
- 9.4 AGLC Gaming Review- Final Presentation learnings - Mural Board
- 9.5 EFCL Ice Rink Community Consultations

10.0 Letters - accepted for information

- 10.1 Letter to Mayor Iveson (Neighbourhood Park Development Program (NPDP))
- 10.2 Letter to Trisha Estabrooks (NPDP)
- 10.3 AGLC Thank You Letter
- 10.4 Letter of Support for the Flying Canoe
- 10.5 Ritchie Community League Levy Proposal

11.0 Adjournment

R. Barber thanked Board members for their participation and contributions. The May 13, 2021 virtual EFCL Board meeting adjourned at 8:34pm.