



Date: September 8, 2022

EFCL Approved Board Meeting Minutes

Hybrid Meeting at EFCL Offices and by Zoom

6:00 p.m

Attendance

Board Members

Jenn Parsonage, District L (President / Chair) (IP)
Ryan Barber, District H (VP Internal) (IP)
Jon Morgan, District K (VP External) (Z)
Anita Lunden, District J (Treasurer) (IP)
Giselle General, District E, (IP)
Morgan Wolf, District G, (Z)
Lesli Olsen, District I (Z)

Guests / EFCL Staff

Ash Lane, President Westview Village CL (Z)
Carla Johnson, City of Edmonton (Z)
Keith Scott, City of Edmonton (Z)
Victor Olayioye, (Fund Development Officer) (Z)
Qaisar Khan, (Finance Officer) (Z)
Laura Cunningham-Shpeley, Executive Director) (IP)
Sandra Johnston, (Board Development Advisor) (Z)
Marjorie Stefanyk, (Recording Secretary) (Z)

1.0 Land Acknowledgement

J. Parsonage brought the meeting to order at 6:03 p.m. with the EFCL traditional land acknowledgement.

2.0 Welcome and Introductions

J. Parsonage welcomed everyone to the first hybrid board meeting, followed by introductions by L. C-Shpeley of two new EFCL staff members: Victor Olayioye, (Fund Development Advisor), and Qaisor Khan (Finance Advisor). They responded with a brief description of their backgrounds. L. C-Shpeley then introduced Ash Lane, President of Westview CL who was





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observing the meeting. The new City of Edmonton Representative for EFCL, Carla Johnson, was also introduced and spoke briefly on her background work prior to joining the City of Edmonton.

The Board members then introduced themselves, followed by S. Johnston and L.C-Shpeley.

3.0 Review Of Agenda

No changes or additions were made to the agenda.

Motion 22-09-08-01: That the agenda be accepted as written.

A. Lunden / L. Olsen

Carried

4.0 Work in Progress

- CLOG Funding Options formula: L. C-Shpeley will present additional options to the Board: one that increases funding and includes no loss in funds and one that includes infrastructure grants separate from programming events.
- EFCL is considering creating values aligned partnerships through an EFCL Community Builder certification process in which V. Olayioye has been involved. This requires action at future board meetings. .
- L. C-Shpeley will prepare a Draft Operational Plan separate from the Draft Budget.
- Work is continuing on the pilot program between EFCL and Little Kickers / EYSIA.

5.0 Presentation on Tamarack Conference

L.C-Shpeley and J. Morgan prepared a slide presentation to share with everyone, and J. Morgan summarized the highlights of the conference which both had attended in June 2022. L.C-Shpeley and J. Morgan also sat on a panel discussion during the event. They are working on a webinar presentation planned with Tamarack to be delivered in February 2023 and available to an international audience.

6.0 Consent Agenda

- 6.1 Minutes of AGM, June 1, 2022
- 6.2 Minutes of Board Meeting, June 16, 2022
- 6.3 Letters: Casino, Bylaw 15309 (Fireworks)
- 6.4 Community League Day
- 6.5 Mass transit information





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Motion 22-09-08-02: That the consent agenda be approved. .

L. Olsen / R. Barber

Carried

7.0 News From the City

Keith Scott summarized the news bulletin.

- The Neighbourhood Connections and Micro Grants funding applications are closed for 2022. There was a record number of applications most likely due to post-COVID activity. However, applications for 2023 funding will be available shortly.
- License applications for activity specific events on open space parkland such as fireworks, vending, alcohol or noise, requires applying 4 weeks in advance.
- The deadline for the Community Safety and Well-being (CSWB) grant has been extended to September 30, 2022. This grant offers up to \$100,000 in a one-time funding to support individuals and organizations in the advancement of community safety and well-being. The goal is to improve equity, end poverty, eliminate racism, make progress toward reconciliation, or create an inclusive or compassionate community that supports the safety and well-being of all who live in Edmonton. Planning for Neighbourhood Renewal in Dunluce, Overlanders / Homesteader, Hillview and Glenwood (163 Street West) is about to get underway, including engagement with residents and stakeholders.

8.0 Collaborative Relationship Agreement With the City of Edmonton

L. C-Shpeley requested legal advice on wording in the agreement with emphasis on FOIP and PIPA. The document was then sent back to the City for consideration. No response has been received as yet. L. C-Shpeley recommended to the Board that the EFCL approve the agreement in principle, with the understanding that EFCL staff and COE continue to negotiate the clauses regarding FOIP. A question of recourse in the event of dispute arose. S. Johnston pointed out that section 12 (Dispute Resolution) of the agreement provided a legal method of resolution, including a process map of dispute procedure. No further concerns were expressed.

Motion 22-09-08-03: Be it resolved that the EFCL Board approve the Collaborative Relationship Agreement in principle, in anticipation that there is a resolution satisfactory to the EFCL to the section on privacy.

R. Barber / G. General

Carried

9.0 Finance Committee Second Quarter Financial Presentation





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- Servus Credit Union canceled the tentative \$20,000 sponsorship agreement, but the Committee is actively working with other organizations such as K-Days, Telus, and Elks to find ways to generate sponsorship revenue.
- Confirmation has been received of a \$66,000 Alberta Jobs Grant funding due to the hiring of new staff and support of COVID-19 recovery.
- It has been confirmed that the City of Edmonton will cover the 2022 payments to Avison Young for the Community League Infrastructure Database.
- Office expenses have increased with staff moving back into the office.
- The AGM hybrid meeting was very expensive and the recommendation is to limit hybrid meetings to once per year.
- The Finance Committee will create a Reserve Fund Policy to determine how to use existing reserves should the need arise. The Committee will also work to create a plan to generate additional funding for the Reserve Fund going forward.
- 50% of the 2022 budget has been used.

Motion 22-09-08-04: Be it resolved that the Board accepts the 2nd Quarter Financial Report.

M. Wolf / L. Olsen

Carried

10.0 Service Packages for 2023 - 2026 Budget

L.C-Shpeley provided background information on the service packages. EFCL is considered a Board of City Council, along with Edmonton Public Library and the City of Edmonton Police Service. This allows these organizations to go directly to City Council to propose funding changes. At the EFCL June Board meeting approval was given to move forward with the service package advocating for the Service Innovation Program to become part of the general funding of the EFCL, as well as to put forward a request for inflationary increase. Following conversations with City Administration in August, it became apparent of the need to request further funding to begin to do infrastructure audits on league amenities as per the Tripartite License Agreement. As well, there continues to be work that is needed to be done throughout 2022-2023 to determine a new funding formula that provides equity to Leagues and accounts for the amenities they manage as well as the important role of community engagement and recreation. In that regard, EFCL has submitted information to the City to be included as part of the 2023-2026 budget deliberations this fall. Short summaries of each service package will be prepared for presentation for discussion at the Fall General Meeting as well as for Board members to use in conversation with Leagues and City Councillors. Presentation to City Council on these packages will occur on November 30, 2022.



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Motion 22-09-08-05: That the EFCL Board moves to accept the services packages as submitted to the City of Edmonton for Budget 2023-2026.

M. Wolf / A. Lunden

Carried

11.0 Bylaw Renewal

11.1 Terms of Reference (TOR) for Bylaw Committee

S. Johnston provided a written Terms of Reference for the Bylaw Renewal Committee. This included the Committee's mandate, their responsibilities and committee membership 11.2 Project Plan

Decision points suggested were boundaries, composition of board and committees, financial procedures, general meetings, election duties of Board and Board members and officers.

11.3 Principles

A list of 15 principles was shared. J. Parsonage summed them up as making membership on the Board meaningful and providing representation to Leagues while maintaining a manageable size, following good governance principles and taking on the work of reconciliation and increasing diversity, equity and inclusion.

A timeline was also provided, with the first three steps being addressed at this meeting.

Motion 22-09-08-06: Be it resolved that the Bylaw Renewal Committee Terms of Reference are approved.

G. General / J. Morgan

Carried

Motion 22-09-08-07: Be it resolved that Ryan Barber, Lesli Olsen and Anita Lunden are appointed to the Bylaw Review Committee.

J. Morgan / M. Wolf

Carried

Motion 22-09-08-08: Be it resolved that the Bylaw Renewal Plan is approved.

G. General / R. Barber

Carried

Motion 22-09-08-09: Be it resolved that the Bylaw Renewal Principles are approved.

A. Lunden / M. Wolf

Carried

12.0 Fall General Meeting Agenda



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L. C-Shpeley presented the draft Fall General Meeting agenda for discussion and approval. The meeting will be held online. Bylaw requirements for fall general meetings focus on committees and membership. Suggested core components included:

- Bylaw renewal work
- Service package information
- Community League Infrastructure Dashboard
- Committee mandates and membership
- The Board discussed options for a guest speaker who would be engaging and inspiring to League board members.

L. C-Shpeley will make contact and arrangements.

Motion 2022-09-08-10: Be it resolved that the draft agenda for the 2022 Fall General meeting with the addition of arranging a guest speaker be approved.

G. General / A. Lunden

Carried

13.0 2023 General Meeting Dates

L. C-Shpeley has tried to alternate dates for the General Meetings to accommodate membership and ensure as high attendance as possible. As a result, some dates for the general meetings would conflict with Board meeting dates. The decision was to change Board meeting dates.

Motion 22-09-08-11: Be it resolved that the following dates for 2023 General meetings schedule are approved:

Winter General Meeting, Thursday, February 9 Annual General Meeting, Tuesday, June 13, Fall General Meeting, Tuesday, November 7,

L. Olsen / R. Barber

Carried

Motion 22-09-08-12: Be it resolved that the February 2023 Board Meeting is rescheduled to Thursday, February 16 and that the November 2023 Board Meeting is rescheduled to Thursday, November 16.

G. General / A. Lunden

Carried

14.0 Land Acknowledgement

Following discussion at the June Board meeting, a resource for land acknowledgement was saved to the Board drive for information and discussion. It was agreed to rotate delivery of land





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acknowledgement among Board members at each meeting. G. General offered to deliver the acknowledgement at the October Board meeting.

15.0 District Updates

- Leagues are busy with Community League Day events. Some are repeating successful past events such as spaghetti suppers, fireworks and a night market. New events include mini-golf and hole-in-one, silversmithing, sidewalk chalk art and pub nights.
- Meetings: District I held Planning and Development Meetings with emphasis on City zoning bylaws. District G had a good turnout for a meeting with Councillor Salvador and for the Elmwood Park AGM, resulting in a full Board membership.
- Construction on the Yellowhead and LRT has created transportation problems within districts G and E.
- Specific problems/achievements: District G is busy with planning the 100th Anniversary events. District K is in the process of introducing e-banking and transfers. District E is working on League partnerships to avoid overlapping of community events. District H is working on resolving problems with HOA's and Community Leagues. District L is experiencing problems with graffiti involving younger children.
- L. C-Shpeley has arranged for a photographer to record Community League Day events.

16.0 Board Development and Nominating Committee

At the June 2022 Board meeting it was decided that the Committee would propose candidates at the next Board meeting to be appointed on an interim basis effective September 8, 2022 until March 8, 2023, the Board meeting following the February 2023 Winter General Meeting. The Committee recommended the appointment of Ash Lane of Westview Village Community League to the Board as District Representative for District D.

Motion 22-09-08-13: Be it resolved that Ash Lane of Westview Village Community League is appointed to the Board effective September 8, 2022 until such time as an election is held in District D or March 8, 2023, whichever is earlier.

G. General / M. Wolf

Carried

17.0 Human Resources Committee - Scent Free Policy

With EFCL staff returning to work for 2 days a week, L. C-Shpeley . became aware of a need to establish a Scent Free Policy in order to ensure the health and safety of all staff. This could also affect visitors to the office. A notice of the policy will be posted outside the entrance and notification will be shared at the Fall General Meeting.





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Motion 22-09-08-14: Be it resolved that the EFCL Board approve the Scent Free Policy to be added to the EFCL Policy Manual.

M. Wolf / G. General

Carried

18.0 Reports

18.1 President's Report

J. Parsonage has been involved in the casino and fireworks bylaw discussions. She attended the Community and Public Service Meeting.

18.2 Executive Director's Report

New initiatives: Applied for the City of Edmonton Community Safety and Well Being Large Grant; planning community based workshops for Leagues; submitted two service packages to the City of Edmonton; completed the input of over 60 Leagues data into the Energy Benchmarking database.

Meetings with external stakeholders: Victor Ciu (Elks Football); Tim Adams (Free Play); meetings with the City of Edmonton.

Presentations External: Heritage Festival President's Reception; welcome event for newcomers and refugees.

Engagement with internal stakeholders: Community League focused Town Hall with the City presenting to Leagues about the Community Safety and Well Being under 100k grant program with 45 Leagues attending.

19.0 Termination

The meeting terminated at 9:01 p.m.

Name of Meeting

Type of Document

The content/paragraph of the document is Arial 11.

Subtitle: Arial 16 (Heading 2)

If your document has sections, the heading for each section is a subtitle and is set as Arial 16 regular.





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Subsections: Arial 14 (Heading 3)

If your sections have heading, consider those subsections and set them to Arial 14. You can change the color of the subsections to match EFCL's brand colours. Colours have added to this document but for your reference:

