



Date: March 9, 2023

EFCL Board Meeting Minutes

6:00 pm MST, via Zoom

Attendance:

Jenn Parsonage, (District L), President / Chair
Giselle General, (District E), Vice President Internal
Jon Morgan, (District J), Vice President External
Kemoh Mansaray, (District A)
Steven Gaudet, (District C)
Joshua Wolchansky, (District F)
Morgan Wolf, (District G)
Lesli Olsen, (District I)

Guests / EFCL Staff:

Shaun Good, Infrastructure and Amenities Advisor
Deanna Patsula, City of Edmonton
Wanita Quaia, NFP Insurance
Helen Riquinha, NFP Insurance
Laura Cunningham-Shpeley, Executive Director (IP)
Sandra Jonston, Board Development Advisor (IP)

Minutes Recorded by Marjorie Stefanyk

1.0 Land Acknowledgement

S. Gaudet delivered the land acknowledgement. He added that for anyone interested, there is a free Indigenous Canada course offered online by the University of Alberta and for a modest fee you can receive a certificate upon completion.

2.0 Welcome and Introductions

Shaun Good, Wanita Quaia and Helen Riquinha were welcomed and invited to introduce themselves.





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3.0 Review of Agenda

Item 15.0 (Operational Plan, Camrose Casino Position) was moved to Item 8.0.

Motion 23-03-09-01: That the agenda be approved as amended.

L. Olsen / G. General

Carried

4.0 Consent Agenda

4.1 Minutes February 16, 2023

4.2 Letters of Support

4.3 Community Planning and Development

4.4 Operational Plan Q1 and Q2

Motion 23-03-09-02: That the consent agenda be approved as written.

L. Olsen / J. Wolchansky

Carried

5.0 News From the City (Deanne Patsula)

- Pop Up Gardens (PUG): There has been an increase in the grant of \$30,000 to \$60,000 as well as funding for one permanent employee and one seasonal employee (previously existing but unfunded positions). Where there is not a water source on site, the PUG program will provide a water cistern that is filled regularly by Parks Operations. Also improvements have been made to the adjudication process to help with applications. PUG is now an on-going program rather than just a pilot program, with funding in place for the next four years. However, there will be fewer PUGs in 2023 due to the relocation of planters back to festival, events and other City uses, and only the larger plastic containers will be used this year.
- Celebrating Language and Diversity in Our City: All multilingual employees can now wear a language identifier pin that will help newcomers and ESL Edmontonians receive support and services they need from City of Edmonton employees who speak their mother language.

Following the delivery, several questions arose, one being how insurance may play into the setup of PUGs. W. Quaia said she would look into this and contact L. C-Shpeley with any information on this subject. It was pointed out that the setup of gardens varies by community but that the City supplies the requirements such as dirt and containers.





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Another question concerned the increase of vandalism of gardens and how this can be deterred by such things as installing surveillance cameras. H. Riquinla offered to share a security information sheet from NFP to anyone interested.

D. Patsula then left the meeting.

5.1 Presentation: NFP Affinity Program for EFCL (Wanita Quaia, Helen Riquinha)

The presentation provided information on group home and auto insurance as well as insurance coverage for a variety of other areas such as travel and pet insurance. The company is offering discounts to Community League members with EFCL gaining a percentage of the insurance fee with each member enrollment. Following the presentation, W. Quaia and H. Riquinha left the meeting.

6.0 Finance Committee Budget 2023

6.1 List of Community Leagues that have not submitted their Annual Membership Fee

L. C-Shpeley, assisted by the Financial Committee of A. Lunden, J. Wolchansky and J. Parsonage, presented the proposed 2023 Budget to be offered at the Special General Meeting on April 4, 2023. They reported a decrease in the expected reserve fund from \$200,000 (as listed in the 2022 AGM Budget presentation) to \$120,000. Several factors were identified as the cause of this decrease: increase in operational costs, fewer grants (such as COVID and CERB), and delinquency of membership fees from some Leagues in the amount of \$40,000. A list of delinquent Leagues was shared with the Board. On the positive side, savings will be made by moving to the Jerry Forbes Centre, and opportunities for new sources of revenue not requiring the hiring of extra staff have arisen. There is also new money in the form of commitments from the City of Edmonton, and the prospect of earnings on NFP insurance purchases. It was agreed that it was important to develop a strong sustainability plan not dependent on City grants, and to seek sponsorships. It was also agreed to approach those Leagues with delinquent dues.

Motion 23-03-09-03: Be it resolved that the EFCL Board approve the 2022 Budget to Actuals Report and Variance Report for presentation to the EFCL membership at the Special General Meeting on April 6, 2023.

J. Wolansky / M. Wolf

Carried

Motion 23-03-09-04: Be it resolved that the EFCL Board accept the list of Leagues that have not yet paid their 2022 dues, and remove them from good standing until payment has been received.





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L. Olsen / A. Lunden

Carried

Next Steps:

- To prepare the 2023 Budget and 2022 Budget Actual Report to be added to the Special General Meeting package for April 4th.
- To inform Leagues that have been removed from good standing with EFCL that they will not be receiving their Annual Operating Grant from the City of Edmonton until their membership dues are paid or a payment plan has been agreed upon.

7.0 Special General Meeting - Updated Agenda

Following the approval of the Special General Meeting Agenda at the February 16, 2023 Board meeting which included three motions made by Parkallen Community League, and recorded in the minutes of that meeting, Parkallen withdrew the motions and presented the EFCL with three new motions:

The original motions put forward were:

- Revive the Planning and Development Committee with one member from each EFCL District appointed by the EFCL Board upon recommendation by the Leagues in the District pending review of potential candidates for real or perceived conflict of interest.*
- Review and update Conflict of Interest Guidelines to reflect the Province of Alberta's guidelines, Identifying and Managing Conflicts of Interest.*
- The EFCL organize workshops on residential zones of most interest to leagues (for example RS Zone, RSF Zone, RM Zone, to equip [Leagues] for advise level engagement on the final draft of the proposed Zoning Bylaw to be held in September 2023.*

The new motions put forward by Parkallen Community League are:

Proposed Amendment to Motion1:

BE IT RESOLVED that a recruitment process for the EFCL Planning & Sustainability Working Group, a committee of the EFCL Board, include:

- Nominations of candidates by a League of group of Leagues from each district which are communicated to other Leagues in the District to ensure transparency.
- Prior to appointment to the Board, nominees shall be vetted by the Board for conflict of interest by way of membership, employment, or other close association with planning & development industry groups.





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Proposed Amendment to Motion 2:

BE IT RESOLVED that EFCL update and review their 2002-2022 Conflict of Interest Policy Statement to reflect their Code of Conduct.

Proposed Amendment to Motion 4:

BE IT RESOLVED that EFCL, with the support of League volunteers, organize engagement workshop(s) in Spring 2023 on the second Draft of the Zoning Bylaw and in fall 2023 on the Final Draft.

The Board discussed the motions and the need to make clear to the membership that the Board will ensure that the work described in the new motions is carried out to the extent of current budgetary limits, work already in progress and League uptake. It was suggested that the Board may wish to make amendments to the motions once they are on the floor at the SGM. Since the original Parkallen motions are referenced in the Board's motion to hold a SGM, the Board needs to rescind their previous motion and replace it with an updated one.

Motion 23-03-09-05: Be it resolved that the motion to hold a special general meeting passed on February 16, 2023 is rescinded.

G. General / K. Mansaray

Carried

Motion 23-03-09-06: Be it resolved that the EFCL hold a special general meeting on April 6, 2023 by Zoom with 4 agenda items, the 2023 EFCL Budget, and the three new Parkallen motions:

BE IT RESOLVED that a recruitment process for the EFCL Planning & Sustainability Working Group, a Committee of the EFCL Board, include:

- a. Nomination of candidates by a League or a group of Leagues from each District which are communicated to other Leagues in the District to ensure transparency.**
- b. Prior to appointment by the Board, nominees shall be vetted by the Board for conflict of interest by way of membership, employment, or other close association with planning & development industry groups.**

BE IT RESOLVED that the EFCL review and update their 2002-11 Conflict of Interest Policy Statement to reflect their Code of Conduct.

BE IT RESOLVED that EFCL, with the support of League volunteers, organize engagement workshop(s) in Spring 2023 on the second Draft of the Zoning Bylaw and in fall 2023 on the final draft.



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M. Wolf / L. Olsen

Carried

Motion 23-03-09-07: Be it resolved that the agenda for the April 6, 2023 Special General Meeting is approved.

A. Lunden / G. General

Carried

Speakers for the Special General Meeting were assigned and the Board discussed rules for speakers. Guidelines for rounds of questions/comments following speaker presentations were set for each motion and a time limit of 3 minutes per speaker. Only voting members, of which there is one per League can partake.

8.0 Camrose Casino Position

A letter of opposition to the request made by Camrose Casino to make changes to the gaming license whereby rural charities benefit from the revenue generated from casinos in Edmonton has been prepared. Board members were asked whether they supported EFCL signing this document.

Motion 23-03-09-08: Be it resolved that the EFCL Board agree to signing the letter of opposition to the Camrose Casino's request for a change to the AGLC licensing allowing rural charities to benefit from revenue generated from casinos in Edmonton.

G. General / M. Wolf

Carried

9.0 Communal

Membership Database RFP
Communal Response to RFP

In November 2022, EFCL posted a request for proposal to replace and/or update the existing membership database with one that can centrally track membership sales for the EFCL and the Community Leagues. The ultimate goal of this tool is to make it easier for Leagues to track and grow their community engagement. Out of five responses, Communal submitted the strongest proposal, meeting most of the requirements. The base level platform will be paid for by EFCL. A request for a Community Services Request Fund in the amount of \$65,000 has been made by EFCL to help cover this cost. \$10,000 for the building of this platform has been budgeted for 2023. Communal is willing to adjust the payment schedule to best meet EFCL's needs with the goal of making it free for Leagues. For future years, there will be cost recovery with the





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Communal website providing additional options for Leagues that will enhance their operations, for which EFCL will receive a portion of the fee. If the project is successful, EFCL is planning to present the new features at the June 13, 2023 AGM.

9.1 Moving forward with Communal

Motion 23-03-09-09: Be it resolved that the EFCL award Communal with the development of the search engine at a cost of \$10,000. Should EFCL be unsuccessful in obtaining the grant for \$65,000 to cover the yearly costs, then a recommendation will come back to the Board on how to proceed.

L. Olsen / M. Wolf

Carried

10.0 Board Development and Nominations Committee Report

10.1 Working Group Appointment Process

At the February 9, 2023 meeting the Board approved the Board Development and Sustainability Committee terms of reference with the next step being the development of an appointment process. A suggested process has been agreed upon.

1. Ads will go out next week with a link to the questionnaire.
 - a. Interested Community League members will need to fill out the questionnaire and obtain a letter of support from their League. This ensures connection between the applicant and their League.
 - b. Interested Community Leagues can encourage a particular applicant or applicants to make an application and provide a letter of support.
 - c. Interested Districts can encourage a particular applicant or applicants to make an application and provide a letter of support (the Community League needs to provide the letter as well)

One of the questions on the questionnaire asks about employment or other involvement in the planning, sustainability or energy transition industries or organizations in order to identify potential conflicts of interest.

2. EFCL Community Planning Advisor Jonathan Lawrence and Energy Transition Advisor Michael Barnard will review and vet the applications, checking for conflicts of interest or other conflicts with the Working Group or EFCL mandate, and provide information to the Board Development and Nominating Committee.





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3. The Development and Nominating Committee will review the applications, including conflicts of interest and make recommendations to the Board for their April 13 meeting.

11.0 Recreation Development Committee - Report of Minutes

11.1 Seniors Council Network Declaration

The Seniors Council has prepared a declaration recommending that the current capacity of the senior sector be enhanced so that, collectively and continuously, progression is made in serving older adults within their homes. The goal is helping seniors remain in their homes as long as possible.

Motion 23-03-09-10: Be it resolved that the EFCL Board support the signing of the Seniors Council Network Declaration.

A. Lunden / G. General

Carried

12.0 Bylaw Renewal Committee Report

12.1 Article 4 General Meetings

The Bylaw Renewal Committee met on February 21, 2023 and recommended Article 4 General Meetings for presentation to the membership. The Board previously saw responses to the General Meeting Survey and had approved the move from 3 annual general meetings to 2. Article 4 reflects that change as well as others previously agreed upon by the Board such as the date of presentation of the budget. All of the changes are now being incorporated into one document and will be presented to the Board in May for approval to be presented at the June 2023 AGM.

Motion 23-03-09-11: Be it resolved that Article 4 General Meetings is approved for presentation to the membership.

M. Wolf / J. Morgan

Carried

13.0 External review Committee In Camera

The Board went in camera at 8:21 p.m and came out at 8:23 p.m.

14.0 District Updates

District A: K. Mansaray was acclaimed to the position of District A EFCL Representative. Baturyn held their AGM and now has a full board.





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District E: Lots of general meetings occurred. A new playground is being built with great connectivity to amenities and school.

District G: Great town hall meetings with councillor who discussed her view on zoning. Bonnie Doon Centre owners will soon become associate members of the Bonnie Doon Community League.

District H: Received a \$1,300 donation towards restoration of vandalized community hall.

District I: Garneau Community League doesn't have their own community hall. Michener Park (U of A housing) has been stripped down and is being replaced with a new, as yet, unknown development. An LRT Safety and Security survey is being distributed within the Leagues.

District J: SWAC meeting was held and the AGM will be held soon. Ermineskin is planning a building assessment appraisal and Blue Quill has applied for an energy audit. There were a lot of Family Day winter fests. A fundraising gala is being planned to aid the restoration of the Riverbend community hall.

District L: The kickoff to the Millwoods Dining Week was attended by the Mayor and many food bloggers. Strategic planning was done to share resources, volunteers and amenities and an inventory of what Leagues can borrow is being created. There have been problems with lack of League attendance at NAIT assessments they have registered for.

15.0 Reports

President's Report

Executive Director's Report

- New Initiative: Launching of the Anti Racism Grant.
- Meetings with external stakeholders: First City of Edmonton/EFCL Collaborative Relationship Meeting; Anti Racism Grant Stakeholders; Edmonton Oilers Community Foundation Open House; Police Commission Meet and Greet; Mayor's event to launch Anti Racism Grant; Alberta Avenue BIA Executive Director.
- Presentations External: Tamarack Webinar with Jon Morgan; Lunch and Learn at Jerry Forbes for other organizations with Jennie Gurnett.
- Engagement with internal stakeholders: meeting with Parkallen Community League; attended District A meeting and election.
- Media: Launch of Anti Racism Grant with Mayor Sohi (March 8); interview with Keith Geiren regarding Community League Infrastructure needs (March 9).

April Board meeting

J. Parsonage requested the EFCL Board meeting scheduled for April 13, 2023 be changed to April 20, 2023.





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Termination: The meeting terminated at 8:58 p.m. MST.

Approved April 20, 2023

Edmonton Federation of Community Leagues

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