



EFCL Board Meeting Minutes

May 11, 2023 6:00 p.m. MST Via Zoom

In Attendance

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

Guests / EFCL Staff:

Carla Johnson, City of Edmonton
Stephen Webber, Auditor from Metrix Accounting
Thu Parmar, Cameron Heights CL President
Laura Cunningham-Shpeley, Executive Director
Sandra Jonston, Board Development Advisor

Minutes Recorded by Marjorie Stefanyk

1.0 Land Acknowledgement

J. Parsonage brought the meeting to order at 6:03. B. Richards delivered the land acknowledgement.

2.0 Welcome and Introductions

J. Parsonage welcomed everyone and introduced Thu Parmar, President of Cameron Heights CL. T. Parmar has been very active with Cameron Heights serving in various board positions,





and has put her name forward for District D Representative. J. Parsonage invited the Board and EFCL Staff to introduce and speak briefly about themselves and their positions. T. Parmar thanked everyone for taking the time to introduce themselves.

3.0 Review of Agenda

No additions or changes were made to the agenda.

Motion 23-04-10-01: That the agenda is approved as written.

L. Olsen / G. General

Carried

4.0 Consent Agenda

- 4.1 Minutes of the April 20, 2023 Board Meeting
- 4.2 Minutes of the April 6, 2023 SGM
- 4.3 Letters
- 4.4 Associate Membership Update
- 4.5 General Civics Update
- 4.6 Social Prescribing Report

Motion 23-04-10-02: That the Consent Agenda is approved as presented.

B. Richards / A. Lunden

Carried

5.0 News from the City (C. Johnson)

- **Licensing and Vending on Tripartite Land:** A document has been made available for Community Leagues providing information on events and licensing.
- **Security Cameras on City Land:** Requirements have been updated for installing security cameras on City of Edmonton Land licensed to Community Leagues reducing red tape and allowing additional steps to improve security.
- **Single Use Item Reduction Bylaw:** This Bylaw comes into effect July 1, 2023. This does not apply to Community Leagues but it will include their vendors, and Leagues are encouraged to do whatever they can to follow suit. A leaflet is now available outlining the requirements. Free webinars are available for businesses on May 2, 12-1 p.m. and May 10, 12-1 p.m.
- **Vibrant Street Programs:** This includes traffic barrier murals, decorative crosswalks and alleyways, decorative traffic control boxes, patios on public space.
- **Scooters and bike shares:** Lime and Bird are expanding their services to include more communities in Edmonton.
- **Residential Boulevard Gardening Program:** This will enable Edmontonians to create streetscapes and beautify the City's strip of land between the sidewalk and the road in front of their homes with declarations opening in May.



6.0 Bylaws Committee

6.1 Recommendation of Bylaws

S. Johnston reviewed quite extensively the changes in the Bylaws as recommended by the Bylaw Review Committee, inviting any questions as she did so. During the review she was asked if area councils are considered working groups. She responded that they were separate entities. J. Parsonage called for a motion to be made accepting the revised Bylaws.

Motion 23-05-10-03: Be it resolved that the new Bylaws be approved for recommendation to the membership at the 2023 Annual General Meeting.

G. General / J. Wolchansky

Carried

The vote will be by Special Resolution and will require a majority of 75%. The Bylaws will become effective when they are approved by Corporate Registries.

L.C-Shpeley thanked S. Johnston and the Bylaw Review Committee for all their hard work and dedication.

6.2 Recommendation of Districts

At the 2023 Winter General Meeting the Board presented the new districts to the members. There was little feedback other than general agreement that the new City Plan Districts made sense and allowed for advocacy. There was also a limited concern around EFCL Districts and Area Councils having the same boundaries. Since then the only feedback received was a desire to split South Henday and West Henday sooner rather than later. The proposed Bylaws allow for splitting of Districts at the Board's discretion. The Bylaw Review Committee recommended approval of the District boundary changes.

Motion 23-05-10-04: Be it resolved that the new EFCL Districts be approved for recommendation to the membership at the 2023 Annual General Meeting.

A. Lunden / S. Gaudet

Carried

The vote can be passed by a simple majority of 50%. It was recommended by the Bylaw Review Committee that, although the Districts technically come into effect once approved by membership, it is wise to phase in the change.

7.0 Finance Funding and Audit Committee

7.1 Stephen Webber to Present

Stephen Webber, Auditor from Metrix Accounting, was invited to present the Draft Audited Financial Statements. He reviewed line by line and concluded that generally everything was in good order. In Metrix opinion the financial statements present fairly in all respects the financial position of the organization as of December 31, 2022. The results of the operations and the changes in the net assets and cash flows for the year ended in accordance with the Canadian



accounting standards for not-for-profit organizations. He did recommend that funding from the restricted reserve account be transferred to the unrestricted account to absolve the deficit of \$91,695.00. He also recommended the budget for 2023 be as close to zero as possible to avoid or reduce deficits.

A. Lunden, Treasurer, also recommended that funds be transferred from the restricted reserve account to the unrestricted account deficit. S. Gaudet suggested increasing this amount to \$100,000.

Motion 23-05-10-05: Be it resolved that the recommended transfer of \$91,695.00 from the restricted reserve account to the unrestricted account be increased to \$100,000.

S. Gaudet / J. Wolchansky

Carried

Motion 23-05-10-06: Be it resolved that the EFCL Board accept the amended recommendation of the Financial Funding and Audit Committee to provide authorization Metrix Accounting to transfer \$100,000 from the internally restrictive reserve, to cover the unrestricted deficit identified.

A. Lunden / L. Olsen

Carried

This will leave \$108,305 in the reserve fund, which will be transferred to a new account set up by SERVUS. This new account will ensure greater accountability and transparency of the reserve fund requirements.

- Metrix Accounting will be notified of the motion to transfer funds, which will be reflected in the Audited Financial Statements that will be provided to the EFCL Membership for the June Annual General Meeting.
- The EFCL Financial Advisor and Treasurer will transfer \$108,000 to the SERVUS reserve account.

Motion 23-05-10-07: Be it resolved that the EFCL Board accept the Draft Audited Financial Statements for 2022 to be presented at the June AGM for approval.

A. Lunden / L. Olsen

Carried

8.0 AGM Planning

The 2023 AGM is set for June 13, 2023. It will begin with tours, social time and food. The major topics are approval by membership of the new districts and bylaws and acceptance of the audited financial statements. Additional items include the annual report and announcing the agreement with Communal and the tentative agreement with Entandem. Dinner will be provided by Transit Smokehouse, a locally owned restaurant in the neighbourhood.



8.1 Annual Report Approval

The report is close to being completed. So far it includes the financial report and the President's report. L. C-Shpeley asked for feedback. J. Wolchansky suggested adding some more information such as more visuals, FAQ's, important dates and statistics. As the report was not fully complete, L. C-Shpeley suggested an E-Motion for early the following week. The wording would be:

Be it resolved that the Board approves the 2022 Annual Report for presentation to the membership at the Annual General Meeting.

This motion will be recorded in the June Board meeting minutes.

8.2 Approval of Agenda

The agenda was reviewed. J. Parsonage pointed out that only one vote for district representative was required, that being District D.

Motion 23-05-10-08: Be it resolved that the Board approves the 2023 AGM agenda.

G. General / J. Wolchansky

Carried

8.3 Roles for the Evening

Board members volunteered to speak to portions of the agenda.

8.4 Food

A total of \$4,000 has been set aside for the AGM, \$2,500 for food. The remaining \$1,200 will be for sound/screen equipment for the meeting.

8.5 Service Innovation Report

This will be added to the package for League's information and referral. This is a 3-year pilot project begun in 2020 and funded by the City of Edmonton, to enhance the services for Community Leagues. This included 3 key themes: enhancing League Board development and governance supports via mentorship opportunities (including onboarding support for new Board members), identifying and providing engagement opportunities to Leagues (including enhanced training), and developing and testing opportunities for EFCL to act as an enhanced central services provider to Leagues.

9.0 CLOG Reporting

9.1 Request for EFCL to explore options

The due date for Leagues to complete their annual reporting to qualify for the Community League operating grant has been a challenge for Leagues. The last two years, the date has been fixed at March 1.



- For some Leagues, this is just before their AGM, so a full Board turnover will happen right after they submit their CLOG making the list of board members immediately inaccurate.
- For most Leagues it does not line up with their fiscal year so forces them to report a past year's audited financials.
- It forces them to report on a different year than required by AGLC or their Society Return which means compiling a third set of data.
- General confusion between the calendar and fiscal year.
- Challenges around lining up the membership year.

It is recommended that EFCL explore the possibility with the City of Edmonton of moving the reporting to a floating deadline based on each Community League's AGM date. This will align League reporting with their Annual Society filing and allow Leagues to compile their data fewer times during the year.

EFCL will:

- Consult with the City of Edmonton Grants Office to identify considerations and concerns with changing to a floating intake model.
- Draft a motion to the membership with options of the current model or a floating model.
- Design an implementation plan for the change if accepted.

10.0 Board Letter on Zoning Bylaw Renewal

The EFCL Community Planning and Development Policy is quite out of date and does not reflect the Board's position of supporting Community Leagues in interacting with the City nor does it reflect recent City policy. The contents of the policy and the manner in which EFCL policy is developed will be revised during the Policy Refresh Project to be undertaken this year. Since the Board agreed to the release of the letter and its contents, it is effectively EFCL policy, despite any previous, outdated policy still on the books. This is a temporary measure until new policies are developed.

Motion 23-05-10-09: Be it resolved that the Board's letter to Community Leagues dated May 2, 2023 encapsulated the EFCL's position on Zoning Bylaw Renewal notwithstanding any previously Board approved policy on zoning issues.

J. Wolchansky / L. Olsen

Carried

Motion 23-05-10-10: Be it resolved that where there is conflict between EFCL policy on zoning issues as previously passed by the Board, the May 2, 2023 letter to Community Leagues supersedes that policy.

S. Gaudet / M. Wolf

Carried

11.0 District Updates

- 1) What trends are you seeing?
- 2) What could have an effect outside of your district?

District C:



- S. Gaudet is experiencing some difficulty finding information on dates of upcoming AGM's in the district. He wondered what the best approach would be with regard to attending (e.g What is the required etiquette?). L. C-Shpeley offered to help.
- Soccer at different age levels is currently a priority in the district.

District I:

- A zoning bylaw meeting was held with representatives from the City, including Councillor Janz, in attendance, as well as Jonathan Lawrence, L. C-Shpeley from EFCL, Jenn Parsonage and Lesli Olsen from the Board. It was well attended and received positive feedback and requests for more meetings of a similar vein.
- Climate resilience is imperative. There was a question whether a letter to the City requesting further investigation into a Private Tree Bylaw could be sent by the district or should it be just on behalf of the area council? Another letter will be sent to the City requesting an extension of the zoning bylaw deadline.

District J:

- A number of AGM's have been held resulting in quite a few new presidents being elected. They will need coaching and training. There were also a good number of members who offered to volunteer.
- The skateboard park will have its official opening in June with special events including skateboard demonstrations.

District F:

- The district is experiencing "board fatigue" where there are a lot of the same members moving back and forth between roles. A strategy is needed to promote training volunteers to become board members.
- OCL initiated a fun day on a goat farm. A bus was hired to take League 67 members to the location and experience a bit of rural life.
- OCL will be revealing its new name very shortly. It was suggested that they provide a template for any other league wishing to follow that route.

District E:

- Multiple Leagues have been approved for the off-leash dog park pilot project this summer.
- Pickleball is very big.
- Leagues are partnering to share events and cross-promote one another and avoid duplication.
- Leagues are resuming activities post-COVID. There is a continued struggle to contact rental apartment dwellers.
- There is a need for events for teens and millennials.
- G. General is working with immigrants to enlighten and inform them on our voting process even though they cannot vote until they become citizens.

District H:



- There is a continued lack of volunteers, similar to other districts.
- Brookside held its fundraiser.
- Security is the biggest current trend with many security cameras being installed. Increased break-ins and vandalism are a concern.
- Oakhill and Greater Windermere, two of the newest areas, are wanting halls and gathering places to be built.

District G:

- Safety is a huge problem. There is increased encampments, drug use and overdoses, problem properties and squatters. Many of the property owners are not residing in the City.
- At the AGM a plan was proposed for volunteers working in teams of twos to canvas neighbourhoods one at a time, knocking on doors, speaking to residents to inform them of what was taking place and taking pictures of the trash, etc. They would then inundate 311 with this information. This would all go under one case number provided by 311 to be investigated after May 30.
- The community garden in Elmwood Park has been expanded with around 20 planter boxes. The plan is for a landscaping company to completely retrofit the area with a grand opening planned for the end of June or early July 2023.
- The University of Alberta Sustainable Foods and a professor specializing in winter growing has selected Elmwood Park for a greenhouse project using shipping containers to convert into greenhouses. This will involve volunteer work done by engineering, architectural and horticultural students.
- With extra money available, there is a plan to erect a sports area for activities such as pickleball.

District L:

- The trend is getting rid of household items and clothing, so there have been a lot of big bin events, outgrown sales, garage sales involving a lot of League collaboration.
- There have been a lot of board turnovers.
- Southwood and Community Incident Response is working together to provide support for residents, especially in light of the recent murders of a mother and child that occurred outside a daycare centre.

12.0 Reports

President's Report

Executive Director's Report

- New initiatives: Met with David Lazenby, Deputy Fire Chief, who is interested in partnering with Community Leagues on Community League Day to support a more city-wide launch of Fire Prevention Week in October.
- Meetings with External Stakeholders: Edmonton Inline Hockey; Free Play; Kent Snyder; Nicole Poirier; Affordable Housing; Councillors Janz and Tang with Argyll, Lendrum and Windsor Park Community Leagues to discuss streamlining processes for Leagues; Metro Continued Learning; Helen Frost and Salem Alahamed from the Mayor's office.

Edmonton Federation of Community Leagues

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- Engagement with Internal Stakeholders: Attended and presented at Southwood Community League including followup meetings.

Decision:

Discussion took place regarding L. Olsen’s inquiry as to correct procedure involving District I’s plan to send a letter to the City regarding the Private Tree Bylaw. She was advised by S. Johnston that each Community League should be named at the end of the letter, including signatures. She also should speak with the person who made the motion and explain that all the Leagues needed to be made aware of what they were going to be voting on.

It was noted that if the Leagues in District I write a letter to City Council asking them to request Administration to further explore a Private Tree Bylaw, the letter should be sent prior to the May 16th UPC meeting.

13.0 Termination

The meeting ended at 9:22 p.m. MST.

Approved June 8, 2023

