



## EFCL Board Meeting Minutes

November 9, 2023 at 6:00 p.m MST, Via Zoom

### In Attendance:

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

### Regrets:

Jon Morgan, (District K), Vice President External  
Thu Parmer, (District D)  
Joshua Wolchansky, (District F)

### Guests / EFCL Staff:

Heather Teghtmeyer, City of Edmonton  
Laura Cunningham-Shpeley, Executive Director  
Sandra Johnston, Board Development Advisor

Minutes recorded by Marjorie Stefanyk

### 1.0 Land Acknowledgement

J. Parsonage brought the meeting to order at 6:06 p.m. She invited G. General to deliver the land acknowledgement. Following her delivery, G. General spoke about the mutual benefits of the use of Indigenous art in public spaces.





## 2.0 Welcome and Introductions

J. Parsonage welcomed everyone and introduced Heather Teghtmeyer from the City of Edmonton, who then gave a brief description of her position with the City.

## 3.0 Review of the Agenda

No changes or additions were made to the agenda.

**Motion 23-11-09-01: Be it resolved that the agenda be accepted as written.**

**K. Mansaray / G. General**

**Carried**

## 4.0 Consent Agenda

4.1. Minutes October 12, 2023 Board Meeting

4.2 Letters - None this month

4.3 President's Report

4.4 Executive Director's Report

**Motion 23-11-09-02: Be it resolved that the consent agenda be accepted as written.**

**M. Wolf / S. Gaudet**

**Carried**

## 5.0 News from the City (Heather Teghtmeyer for Carla Johnson)

- Acknowledging having heard from Community Leagues that the Community League Infrastructure Program (CLIP) timelines were not allowing Leagues to take advantage of the full Edmonton summer construction season, the City has changed the application deadline for the 2024 CLIP grant to January 17, 2024.
- The 2023-2024 Fire Pit Landowner Permission Letter for Community League licensed land has been updated. This means temporary fire pits continue to be permissible to use by Leagues, their renters and sublicensees without additional event licensing. Compliance with all fire pit regulations pursuant to Community Standards Bylaw 14600 is required. Pre-existing permanent fire pits are presumed to have installation permission from Edmonton Fire Rescue Services and do not require additional licensing. Standard licensing requirements continue to apply for other types of activities prohibited by Parkland Bylaw 2022.
- Free 2023 Ice Making Workshop: Deadline for registration is November 8, with the workshop taking place on November 14, 2023 from 6:00 pm - 8:30 pm at South Clareview Community League Hall.



- Keep Neighbouring Community of Practice Workshops take place every second Saturday morning. They focus on strengths and potential of the community to mobilize their neighbourhood, find solutions and build relationships.
- Canada's federal single-use plastics prohibition regulations take's place December 20, 2023 overriding some exemptions to Edmonton's single-use item Bylaw. Charities will no longer be able to use plastic bags, or styrofoam cups, plates and containers.
- Carbon Monoxide Awareness Week runs from November 1-7.
- Changes will be made to the Community Sandbox Program, transitioning to fewer but more centralized sandboxes evenly distributed across neighbourhoods.

H. Teghtmeyer took questions following her presentation. One question regarded distribution areas of sandboxes. Another regarded confirmation of the maximum time a garden box in the pop-up gardens could be used: was it 2 years? It was suggested to contact the local Neighbourhood Resource Co-ordinator. L. Olsen reported that a new off-leash area in the Pleasantview district is totally unlit, causing much concern as this is an area experiencing criminal activity. H. Teghtmeyer promised she would take this back to the City. The survey results of the off-leash areas will soon be available.

H. Teghtmeyer then left the meeting.

## **6.0 Finance Committee (A. Lunden, L. C-Shpeley)**

### **6.1 Budget Recommendation**

A. Lunden said the budget had been based on past spending and revenue amounts. She pointed out that it was unfortunate that the EFCL was so dependent on the City for funding and that it was important that other resources be sought. She questioned the current trend for "vice fundraising" such as casinos and 50/50 tickets as being the main choice for family oriented groups like Community Leagues. L. C-Shpeley went over the highlights of the proposed budget.

- A casino will be held in January 2024 with the profits being received in the second quarter. It is anticipated that the amount of \$75,000 will be spent.
- The base operational grant from the City of Edmonton will increase to \$783,717.
- EFCL is applying for a Community Investment Program (CIP) grant through the Government of Alberta to continue work on Diversity, Equity, and Inclusion and Anti Racism after May.
- EFCL will receive additional funds for the infrastructure projects this year, and will have funds remaining from this year.
- It is anticipated that there will be an increase in online sales in 2024. Sales have increased since Covid, and the introduction of Communal.
- EFCL will continue to grow the Associate Member Program in 2024.
- Fees will be collected for both Resound and SOCAN going forward (Entandem).





- There was a significant decrease in League supply purchases and EFCL has budgeted accordingly.
- The Finance, Funding and Audit Committee has committed to supporting the EFCL with bringing in new sponsorship opportunities.

#### Expenses anticipated:

- Facility expenses are expected to remain stable throughout the year with slight increases for phone/internet and insurance.
- General Expense categories include slight increases for office equipment (new laptop) and for advertising and marketing.
- Governance expenses have increased with increased interest in in-person meetings. The Board will continue with only one in-person general meeting to keep food expenses low.
- Professional fees for 2024 include the expense for Communal membership platform.
- 1.5 positions have been removed from the organization and one additional contracted salary has been added. EFCL committed to inflationary increases for staff starting in 2023 using the City of Edmonton's inflationary rates.

A surplus of \$11,396.65 is anticipated for the 2024 budget. Discussion followed with a suggestion that Board members and EFCL staff make a concerted effort to meet with all levels of government regarding grant opportunities. It was agreed the sponsorship goal should remain at \$70,000 and that sustainability is the key concern.

**Motion 23-11-09-03: Be it resolved that the EFCL Board approve the 2024 budget to be presented at the Regular General Meeting on Tuesday December 5th.**

**A. Lunden / S. Gaudet**

**Carried**

#### 6.2 Auditor Recommendation

Curtis Friesen has been EFCL's auditor for a few years and has a good understanding of the organization's business. It was recommended to continue with his service.

**Motion 23-11-09-04: Be it resolved that the Board recommend to members of the RGM, the appointment of Curtis Friesen of Metrix Group as the EFCL auditor for the 2023 audit.**

**A. Lunden / G. General**

**Carried**

#### 7.0 Board Development Nominations Committee





Redistricting, effective December 5, 2023, meant that two current representatives, Jon Morgan and Bert Richards, would be both located in South West Henday. A way of solving this problem was for Jon Morgan to run for one of the Board Member at Large positions, a motion that was approved at the October 2023 Board meeting. EFCL Bylaw 6.1 states that the Board is made up of up to 14 members who are elected as district representatives and up to 3 board members at large. The thinking behind the members at large was to allow the Board to fulfill special skills, benefit from diverse experiences or include talented people who live in a district with an incumbent District representative. The Committee recommends preserving all three spots for those eventualities.

#### 7.1 Resignation of Bert Richards

The resignation of Bert Richards effective November 30, 2023, made the need for a member at large position no longer a requirement. J. Morgan will serve as representative for South West Henday.

#### 7.2 Member at Large

**Motion 23-11-09-05: Be it resolved that the EFCL Board will include no members at large at this time.**

**B. Richards / K. Mansaray**

**Carried**

The Board will have a maximum of 12 rather than 11 members. The election for Whitemud District will be the only election held at the Regular General Meeting on December 5, 2023.

#### **8.0 Change to CLOG Reporting Timelines**

The Tripartite Agreement specifies accountability of Leagues to City Council through the EFCL. Leagues are required to provide an annual report on their activities to the federation. This reporting is linked to the CLOG funding and currently information is collected in December, January and February. League feedback from 2022 and 2023 CLOG data collections shows that this timeline is challenging for many Leagues. EFCL staff proposed a scheme to allow Leagues to report at a time after their AGM since League Boards provide a report to members on the previous year. Most AGMs are held in the spring (based on December 31 year end), with the second largest group being held in the fall (based on June 30 or August 31 year end). In conversations with the City following the Board's discussions, they have raised no issue with this as they would get their data at the same time. EFCL does not believe this would require a change to the Tripartite Agreement and the funding to Leagues would continue to be distributed in Spring as in the past. The model under current consideration is that Leagues would be



required to report within 3-4 months of their year end. EFCL would then compile this information on an annual basis in the Spring to submit to the grants office for release by the grants office.

Benefits include:

- The financial and program information would be based on the same period (last operating year of the League).
- This would reduce the number of times Leagues would need to report. The optimum time for Leagues to complete both the annual return and the CLOG reporting is at their year end, directly after their AGM.
- The work would be spread over the year and EFCL would be able to perform more detailed analysis on the data at the League level. Currently due to volume, the focus is on, almost exclusively, the broad, city- wide level.

S. Johnston added that the motion would be made at the 2024 AGM but would not come into effect until 2025 so there would be a transition period.

**Motion 23-11-09-06: Be it resolved that a notice of motion be placed on the RGM agenda to change the CLOG reporting deadline from February 27 each year to a floating deadline of three months following each League's AGM.**

**G. General / S. Gaudet**

**Carried**

## **9.0 Regular General Meeting**

### **9.1 Online membership purchase fee**

The draft agenda was presented at the October 2023 Board meeting. Proposed changes to the agenda are removal of the two notices of motion on membership fee purchase administration cost and the addition of the notice of motion on CLOG reporting timelines as well as the changes to the elections contained in the Board Development and Nominating Committee report. Having looked closer at what Communal will both cost and save EFCL, staff is recommending the withdrawal of those notices. Following the decline in membership during Covid, online membership has increased. Leagues who have started using Communal have seen a 25-200% increase in memberships. EFCL may at some point need to discuss increasing the administration fee but given that membership sales is on the increase and revenue share from module sales are unknown, and, at the moment, fee increase is a contentious issue with some Leagues, this action would be best delayed until Leagues are using and are comfortable with Communal. This could possibly be re-visited at the 2024 AGM.

**Motion 23-11-09-07: Be it resolved that the two notices of motion on online membership purchase fee are rescinded.**



**S. Gaudet / L. Olsen**

**Carried**

9.2 Approval of Agenda

**Motion 23-11-09-08: Be it resolved that the December 5, 2023 RGM agenda be approved.**

**M. Wolf / A. Lunden**

**Carried**

9.3 Approval of AGM Date

It was recommended that the Annual General Meeting be held on Wednesday, June 5, 2024.

**Motion 23-11-09-09: Be it resolved that the Annual General Meeting be held on Wednesday, June 5, 2023.**

**G. General / K. Mansaray**

**Carried**

The RGM information package will be sent out to meet the 21 day notification period.

## **10.0 Community Planning and Sustainability Working Group -**

The CPSWG met on October 25 to discuss possible positions or action items for the EFCL Board of Directors. Discussion included the need to encourage Leagues to discuss District Plans in their respective districts and to formulate positions on their District Plans if needed and within their capacity. While it was thought inappropriate for the Board to take a position on a specific District Plan, a position could be taken on the overarching District Policy. The Board cannot advocate for each district separately. Their role is one of outwardly expressed support, providing the necessary tools and resources for districts. It was recommended that the Board pass a motion which encourages District Reps to review their respective District Plans with Leagues and determine if they would like to take a position on it to present at the public hearing in May 2024.

**Motion 23-11-09-10: Be it resolved that District reps include on their district agenda an item regarding District Plans between January-May 2024 and determine whether they will submit a position for the Public Hearing in May 2024.**

**A. Lunden / S. Gaudet**

**Carried**

The EFCL staff will create an information package for each District Rep in preparation for their meetings between January-May 2024.



## 11.0 EFCL Draft Anti Racism Statement Conversation

Following the Board's Anti Racism training session on October 23, 2023, they were given an assignment to create a draft Anti Racism statement which will be used in their November session. Discussion regarding wording and content of the draft statement included the following comments.

- Recognizing that we oversee public spaces and resources and are committed to ensuring access to these spaces and resources to all citizens by eliminating exclusionary policies among Leagues.
- How to acknowledge the systemic racism that our system was built on. Make the statement focus on how we strive to open the doors for others to join.
- Be cognizant of language used, i.e. verbs.
- EFCL acknowledges that the impact of racism is real, interpersonal, institutional, and systemic and that the EFCL commits to engaging stakeholders both within and outside of the organization in an effort to advance a culture of inclusivity.
- Suggestion: Let someone outside EFCL who is neutral review the draft and provide feedback.

It was decided to set a deadline of Thursday, November 16 to have a statement ready for the next Anti Racism session on November 23, 2023.

## 12.0 District Updates

**District C:** ACES meeting; conversations included safe injection and bylaw renewal. Horse Hill questioned whether AGLC funds could be used for storage rentals. Top issues were insurance and online membership fee increases.

**District D:** Attended Aldergrove AGM. Main concerns are multiple vacancies and shortage of volunteers.

**District E:** District meeting was held. There has been collaboration between Leagues for their ice rinks. A lot of craft markets are taking place. Concerns are lack of volunteers for programs and events, and increase in insurance cost.

**District G:** Alberta Avenue is holding an Indigenous market this weekend. M. Wolf hosted a ZBR session with Councillor Salvador present which went very well.

**District H:** District meeting to be held November 14 at The Ridge Community League with District Planning information.





**District I:** Increase of multicultural events. Diwali event will take place in December in Windsor Park. Garneau is having their AGM next week. There are big concerns about the League including activities between the Board and lack of Board meetings. Safety is an issue with all Leagues. Pleasantview has a new off leash area with no lighting. District Planning of creating major nodes throughout Garneau is a big concern which is being ignored at engagement sessions. Air BnB's are a big problem safety and noise wise. Some have changed to VRBO when receiving bad reviews.

**District J:** The SECLA area council will hold a meeting on November 16. Three reps from each League are invited along with Councillor Salvador and District Planning reps. An issue raised by Leagues is a lack of adequate funding for operating and infrastructure. A need has been expressed for better League/City communication and district planning.

**District L:** MWPC meeting was held November 1. Top issues include insurance premiums and deductibles. There have been questions about getting their own insurance plans. Leagues are wanting to collaborate events to avoid duplication. This included a craft market "crawl" when two Leagues had craft fairs on the same night. A shooting resulting in the death of 2 people occurred in Ellerslie/Horizon. J. Parsonage will reach out to the NET team to get support.

### **13.0 In Camera - External Complaint Committee Report (Verbal)**

The Board went in camera at 8:39 pm. The session ended at 9:00

### **14.0 Termination**

The meeting terminated at 9:05