



Date: April 11, 2024

EFCL Board Meeting Minutes

March 14, 2024 at 6:00 pm MST, Hybrid Meeting

In Attendance:

Jenn Parsonage, (Millwoods Ellerslie District), President / Chair (IP)
Giselle General, (Jasper Place District), Vice President Internal (IP)
Jon Morgan, (Southwest Henday District), Vice President External (IP)
Anita Lunden, (Southeast District), Treasurer (IP)
Joshua Wolchansky, (Central District) (Z)
Steven Gaudet, (Northeast District), (IP)

Regrets:

Kemoh Mansaray (Northwest District)
Thu Parmer, (West Edmonton District)
Morgan Wolf, (118 Avenue District)

Guests / EFCL Staff:

Laura Cunningham-Shpeley, Executive Director, (IP)
Sandra Johnston, Board Development Advisor (IP)

Minutes

Marjorie Stefanyk

1.0 Land Acknowledgement

J. Parsonage brought the meeting to order at 6:03. A. Lunden delivered the land acknowledgement.

2.0 Welcome and Introductions

J. Parsonage welcomed everyone.





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3.0 Review of Agenda

There were no changes or additions made to the agenda.

Motion 2024-03-14-01: Be it resolved that the agenda be approved as written.

A. Lunden / J. Wolchansky

Carried

4.0 Consent Agenda

4.1 Minutes February 8, 2024

4.2 Letters - Public Spaces Letters

4.3 Committee Reports - Rec Committee, Executive Committee, Scope/Mandate for Policy

4.4 Associate Members to Approve

Motion 2024-03-14-02: Be it resolved that the consent agenda be approved as written.

A. Lunden / J. Morgan

Carried

5.0 News from the City (Carla Johnson - Regrets)

C. Johnson was unable to present the news but had previously sent a summary for Board information.

- **Tripartite License Agreement Amendment for Sub-License Process:** These amending agreements are currently being prepared and will be sent out via DocuSign in the coming weeks. Thirty-three Leagues have indicated interest. The remaining Leagues are encouraged to sign the Google Form to confirm whether or not they would like to proceed with this amendment.

6.0 Board Education - Amenity Assessment Recommendation from 2023.

L. C-Shpeley shared League assessment documentation provided by Avison Young identifying recommended repairs/additions to League amenities according to priority e.g. immediate to least concerning issues according to safety/emergency action required, versus general repairs. This included a project tracking sheet and recommendations on choosing good contractors. It was agreed to invite a representative from Avison Young to speak at the October 2024 Board meeting.

7.0 Ask to Government of Alberta

Edmonton Federation of Community Leagues

12122 68 Street NW | Edmonton, AB | T5B 1R1 | 780.437.2913 | info@efcl.org





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Recently the EFCL has had an opportunity to meet with officials from the Premier's Office and hopes to arrange another meeting in the spring. The EFCL is hoping to use this opportunity to highlight the need for more infrastructure funding for Leagues and has drafted a letter asking for funding based on the League Facility Assessments done in 2023.. The board suggested strategy around the request and eventual presentation. to strengthen the chance of approval L. C-Shpeley noted the suggestions.

Motion 2024-03-14-03: Be it resolved that the EFCL Board move to accept the “Ask to the Provincial Government of Alberta” to request funding to be made available to Community League facilities and amenities to ensure a vibrant League system for decades to come.

A Lunden / S. Gaudet

**Carried
(J. Wolchansky abstained)**

8.0 Use of EFCL Districts and District Meetings

Board members discussed the different ways they have been connecting with their District Leagues and holding District meetings. They shared examples of shared projects and services among their Leagues. It was noted that the needs of Leagues with and without area councils vary and the EFCL needs to be responsive to Leagues in both.

9.0 Executive Committee

9.1 Strategic Planning

The Executive Committee met on February 27 to discuss the scope and mandate for the new Policy Development Framework and the proposed next steps for Strategic Planning for EFCL in 2024 as the current strategic plan expires in 2025. The existing strategic plan comprises the same key priorities since 2014. A workshop was held at the Jerry Forbes Centre on March 6, attended by L. C-Shpeley and Colin Johnson which provided a comprehensive tool for developing a strategic planning process. The Board considered a draft RFP as well as a timeline, and a list of questions to answer over the coming months.

Motion 2024-03-04: Be it resolved that the Strategic Planning Process plan for 2024 is approved.

G. General / J. Morgan

Carried

10.0 Board Development and Nominating Committee





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The Committee met on March 13, 2024 to review the terms of reference for an insurance RFP Working Group as discussed at the February Board meeting. The Committee also discussed appointments to the Membership Engagement Working Group. As part of the ongoing policy refresh project, the Committee reviewed the Board member and officer position descriptions which will come to the Board in April.

Motion 2024-03-14-05: Be it resolved that the Insurance Working Group TOR is approved.

J. Wolchansky / A. Lunden

Carried

Motion 2024-03-15-06: Be it resolved that Steve Gaudet (Chair) and Giselle General are appointed to the Committee.

J. Morgan / J. Wolchansky

Carried

Motion 2024-03-15-07: Be it resolved that Cheryl Fix (Yellowbird East), Natasha Russell (Alberta Avenue) and Dustin Sim (Lynnwood) are appointed to the Membership Engagement Working Group.

G. General / S. Gaudet

Carried

11.0 Community Planning and Sustainability Working Group

The Working Group reviewed a list of Edmonton City reports which they will be reviewing as presented including the Zoning Bylaw 2024/25 Work Plan and the Climate Resilient Planning and Development Framework.

12.0 Human Resources Committee

12.1 Draft Delegation of Authority

The Human Resources Committee met to discuss the Draft Delegation of Authority as an important step in building the policy manual for the EFCL. L.C-Shpeley and S. Gaudet reviewed the document with the Board before the following motions were made.

Motion 2024-03-014-08: Be it resolved that the Delegation of Authority is approved.

S. Gaudet / A. Lunden

Carried





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Motion 2024-03-14-09: Be it resolved the Deputy Executive Director and President to be added to the authority to approve online payment processes through CAFT (Custom Automated Fund Transfer).

A Lunden / S. Gaudet

Carried

Motion 2024-03-14-10: Be it resolved that the Executive Director and the Deputy Executive Director be added to the Canada Revenue Accounts.

G. General / J. Wolchansky

Carried

13.0 Reports

13.1 President's Report

J. Parsonage and A. Lunden met with Mayor Sohi at the Southeast District meeting.

13.2 Executive Director's Report

- **New Initiatives:** So Nice They Made the Ice Contest; Launching Facility Assessments in 2024- aiming for 70 to be completed
- **Meeting with External Stakeholders:** Edmonton Police Services; Pimatsiwin, Edmonton Multicultural Coalition Edmonton Sport Council; Edmonton Fringe Festival; SERVUS Credit Union; No-Falls AHS Program Alberta ESports; End Poverty Edmonton; COE Affordable Housing Dept.; U of A Selection Committee for Community Connections Award.
- **Presentations External:** Panelist - Cities of the Future Film Presentation
- **Engagement with Internal Stakeholders:** Southeast District with Mayor Sohi; Northeast District meeting; Southwest Henday District Meeting; Rain Garden Workshop for Leagues.
- **Media:** Taproot interview regarding insurance rates and Leagues; Edify - Urban Affairs - Anti-Racism project; Rat Creek Press - Anti-Racism Project.

14.0 District Updates

Northeast: March 11 District Meeting; concerns are collaboration to avoid duplication, funding for aging facilities and security/insurance; skate tags could likely be done away with, and "Poaching" avoided by going online only.





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West-Jasper: Successful March District Meeting, desire for some district meetings to be in-person, Elmwood looking into converting a skate rink into a year-round off leash dog park; trying to connect and still avoid duplication; concerns are vacancies in board key positions, G. General's term ending in May and if re-elected will be eligible for only 1 more year.

Southeast: Met with Mayor Sohi and Councillor Salvador on March 2; SECLA AGM coming up in March with voting on new bylaws; concerns are a struggle to recruit board members and volunteers, aging facilities, avoiding burn-out.

15.0 Annual Report

Preparation has begun for the 2023 Annual Report which highlights the EFCL's work during the past year. A request was put out to Board members to provide a list of items they focused on in the past year. Suggestions included;

- Zoning Bylaw Renewal
- New EFCL Bylaws, district reworking and new bylaws
- Events
- Organizing meetings and creation of new committees e.g Community Planning and Sustainability Working Group
- Expanding Board reps, more diverse Board
- Insurance deductibles out of CLIP - advocacy for this pool
- Entandem and Communal
- Anti-Racism project
- Facility assessments
- Testimonials
- Statistics/facts
- Inclusion of the newly created District Map and picture of the EFCL Board representative for that district.
- Should be a combination of text and infographics.

In addition there were suggestions for the President's report.

16.0 Privacy Tips for EFCL Board Members

L. C-Shpeley provided a list of tips and privacy obligations for Board members particularly aimed at protecting the private information of Community league volunteers and partners they work with. This includes keeping names and personal details private unless given permission to share them. There were also tips on sending emails, especially on the size, and preferential use of blind copy. When sending mass emails (over 30 names), the Board is encouraged to contact L. C-Shpeley for advice. If a privacy breach occurs, Board members are asked to contact K. Tanasichuk, EFCL's Communications, Strategy & Engagement Senior Officer who serves as Privacy Officer for EFCL.





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17.0 External Review Committee Report - In Camera

The Board broke for five minutes, then went in camera at 8:23 pm. The board discussed recommendations to be provided to a League board on approving financial oversight and reporting. The meeting ended at 8:40

