



EFCL Board Meeting Minutes

January 11, 2024 at 6:00 pm via Zoom

In Attendance

Jenn Parsonage, (Millwoods Ellerslie District), President / Chair
Jon Morgan, (Southwest Henday District), Vice President External
Anita Lunden, (Southeast District), Treasurer
Steven Gaudet, (Northeast District)
Thu Parmer, (West Edmonton District)
Morgan Wolf, (118 Avenue District)

Regrets:

Kemoh Mansaray, (Northwest District)
Joshua Wolchansky, (Central District)
Giselle General, (Jasper Place District), Vice President Internal
Lesli Olsen, (Scona District)

Guests / EFCL Staff:

David Berry, Communications and Engagement Advisor
Francheska Smith-Cleare Funding and Membership Assistant
Wade Jacques, Communal
Laura Cunningham-Shpeley, Executive Director
Sandra Johnston, Board Development Advisor

Minutes recorded by Marjorie Stefanyk

1.0 Land Acknowledgement

J. Morgan brought the meeting to order at 6:02 pm. He delivered the land acknowledgment.

2.0 Welcome and Introductions





J. Morgan welcomed everyone and introduced new employees David Berry, Francheska Smith-Cleare and guest Wade Jaques and invited them to speak about their backgrounds and connection with EFCL.

3.0 Review of the Agenda

J. Parsonage took over as Chair. She asked if there were any changes or additions to the agenda. There were none.

Motion 24-01-11-01: Be it resolved that the agenda be adopted as written.

M. Wolf / J. Morgan

Carried

4.0 Consent Agenda

- 4.1 Minutes (November 9, 2023 & December 14, 2023)
- 4.2 Letters (Support for Macewan Expo)
- 4.3 Committee Reports - HR Committee

Motion 24-01-11-02: Be it resolved that the consent agenda be adopted as written.

M. Wolf / A. Lunden

Carried

5.0 News From the City (Carla Johnson - Regrets)

C. Johnson sent her regrets but had previously supplied a report. Main points were:

- New CLIP deadline: The deadline has been extended to January 31, 2024.
- Micro and Neighbourhood Grants Connection Updates: Changes will go live on January 2, 2024 with the first round of applications being accepted between January 2 - February 15, 2024. Eligible events and initiatives must take place between April 1 and June 30, 2024.
- Pop-Up Community Gardens: Applications will open in January 2024 and close February 16 as of the time of this writing.
- Number of public sandboxes will be reduced from 700 to 100 in winter of 2024/25.

6.0 Education Session - Communal (Wade Jaques)

W. Jaques gave a shared screen presentation on the new EFCL online membership purchase software, Communal. He demonstrated the software interface with Community League Members and with League membership directors and outlined how Communal improves the



membership purchase experience and how it can be used for membership management. The biggest difference is the removal of postal code search with League search now powered by the Google API and integrated with the EFCL League boundaries

W. Jacques took questions including about the eventually phasing out of physical cards. L. C-Shpeley added that by phasing out the physical cards it would save EFCL \$9,000 annually. However, some members may still prefer to have physical cards.

W. Jacques supplied his email for anyone who had any more questions about Communal. J. Parsonage thanked him and he left the meeting.

7.0 Board Development and Nominations Committee

The Committee met on December 12, 2023 to confirm Board education session topics and to look at a draft Policy Development Framework. This framework will lay out how the Board approves policy for the organization and how members are meaningfully consulted in the process. This consists of

- Board operations policies
- Human Resources and Administration
- Community League Policy

Consultation with members will occur surveys, policy forums, and online policy suggestion form. This will be brought back to the February 2024 Board meeting for approval.

8.0 Community Planning and Sustainability Committee

The Committee met on November 29, 2023 to discuss and finalize a belief statement for the group. A. Lunden summarized the results and asked if there were any questions. She then introduced the motion.

Motion 24-01-11-03: Be it resolved that the “Belief statement and Principles of CPSWG” are approved by the EFCL Board of Directors and the CPSWG may only edit, alter or amend, with permission from the same.

A. Lunden / J. Morgan

Carried

The EFCL staff will create an information package for each District Rep in preparation for their meeting between January and May 2024 which includes information about this Committee, District Planning and the Zoning Bylaw position.

9.0 Finance Committee



At the Regular General Meeting in December, a motion was made to engage with Metrix Accounting to do the 2023 audit. It is a requirement that a letter of engagement and planning letter sent by the auditing company be approved annually. Both letters were prepared and required Board approval. J. Morgan asked for confirmation that Metrix Group only was named and not Curtis Friesen as per the motion adopted at the RGM. The answer was affirmative.

Motion 24-01-11-04: Be it resolved that the EFCL approves the Engagement and Planning letter from Metrix Accounting as well as the letter confirming no knowledge of fraudulent activity in order to move forward with the 2023 audit.

A. Lunden / M. Wolf

Carried

The cost for the audit is \$10,500 plus GST which has been allocated in the 2024 budget. A. Lunden will sign the letters and forward to Metrix Accounting.

10.0 Human Resources Committee

See Consent Agenda.

11.0 Code of Ethics Complaint Policy

Bylaws state that all members of the EFCL must conform to the EFCL Code of Ethics. Prior to two years ago, the EFCL received very few complaints and had a very loose policy. Complaints have increased and the organization has been learning how to best administer a complaint procedure, which resulted in the current policy being passed in June 2023. Since then, additional considerations have been required. S. Johnston added that as complaints are varied in nature, it's necessary to practice discretion. The policy will need to be continually revised as complaints are received.

Motion 24-01-11-05: Be it resolved that the Code of Ethics Complaints Policy and Procedure is amended.

M. Wolf / A. Lunden

Carried

12.0 2023 Annual Report - What would the Board like to see?

L. C-Shpeley provided a folder for Board reference which included annual reports from 2001-2022 and invited the Board to contribute to the Annual Report this year. Suggestions for the report included:

- Include information on associate members





- Create District Reports in an accessible format, possibly with stats, stories or photos from events
- Have the new EFCL District map with photos of District Reps
- Highlight activities/events of Leagues throughout the year such as Family Day festivities
- Include community member contributions such as letters of support for League amenities such as Entandem.
- Use infographics - visuals more popular than long writeups.
- Short paragraphs on impact of communities

J. Parsonage invited further contributions of suggestions. She will create a message on behalf of the Board outlining the positions and work that the Board did last year, including committee highlights. This will be ready for the May Board meeting for approval to be included in the June AGM package.

13.0 Blatchford - for Board to consider

A group of Blatchford residents approached EFCL last year to inquire about becoming a Community League. At that time the community had roughly 100 households. The reason they would like to become a League is that they would be able to advocate to the City to maintain the planned approach for the development of their neighbourhood and oppose the inclusion of natural gas as an additional energy source in the neighbourhood. They had not identified their intention of doing work related to recreation. Based on the size of the community and no goal to create a recreation plan in the near future, EFCL declined their request. However, we did offer initial support to form an organization that could become a League in the future and suggested they consider becoming an associate member which would include access to workshops, events, access to advisors, invite them to District meetings, provide an additional 5 hours of Community Planning support, help creating bylaws, etc. It would also make it easier for the neighbourhood to transition to a League in the future. EFCL has found over years of working with Leagues, that the optimum size for neighbourhoods to support sustainable Leagues is 5,000 to 15,000 residents. A lengthy discussion followed. Some of the points made were:

- Concern setting a precedent to allow a very small League we know is
- Costs to EFCL to support would be substantial and take away from established Leagues
- Very small group now could set rules and goals not necessarily desired by future residents
- Concern of developers and HOA taking over
- Would like to see a plan for community development from Blatchford
- Having enough interested people to create a board

A show of hands resulted in a divided vote. It was agreed to table the decision until the February Board meeting where members could bring back more information regarding Blatchford's rationale, plan, and how becoming a League will help them.



14.0 Anti Racism Statement

In November, the Board met with Soni Damahapatra and Beth Sanders to work on a draft Anti Racism Statement for Board approval.

Motion 24-01-11-06: Be it resolved that the EFCL approve the following Anti Racism statement:

Edmonton Federation of Community Leagues stands firmly against racism in all its forms to promote vibrant community leagues for a vibrant city.

The EFCL acknowledges that the impact of racism is real, interpersonal, institutional, and systemic. The EFCL commits to engaging stakeholders both within and outside of the organization in an effort to advance a culture of inclusivity. Acknowledging racism is only our first step in becoming an anti-racist organization.

The EFCL and its board are dedicated to dismantling systemic racism, promoting understanding, and fostering an inclusive community where every individual, regardless of their race or ethnicity, is valued and respected. Through education, advocacy, and community engagement, we strive to eradicate prejudice, discrimination, bias, systemic racism and unfairness.

Our anti-racism commitment shall be reflected in the culture of our organization through our policies, programs, and practices as we continue to listen, learn and adopt. We encourage all to hold the EFCL Board and Staff accountable to this commitment as we move on this path forward to build truly healthy neighbourhoods, inclusive communities, and the vibrant city that we aspire to live in.

A. Lunden / M. Wolf

Carried

An EFCL Board member will meet with the EFCL staff at the January staff meeting on Wednesday, January 31 to pass this statement over to the staff. Soni will be a part of this meeting and will work with staff to determine how to make this statement become a reality for work with Leagues. This statement will then be presented to the membership at the Annual General Meeting in June. L.C-Shpeley reminded everyone about the workshop on January 31, beginning with a potluck at 12:00 noon and meeting at 1:00 pm.

15.0 Meeting Locations for 2024 - online/hybrid/in person

In 2023 monthly Board meetings rotated from online to in person at various Community



League halls. While it was a good chance to view different facilities, it posed technological problems in setting up hybrid meetings. The Jerry Forbes Hub for Community Spirit board room is available each 2nd Thursday of the month throughout the year, and has been used in the past for online General meetings. The sound and video quality are good and it has good accessibility. It was recommended to hold this year's monthly Board meetings at the Jerry Forbes Centre with options to attend online.

Motion 24-01-11-07: Be it resolved that the EFCL Board will meet monthly at the Jerry Forbes Centre Hub for Community Spirit board room with the option for hybrid.

S. Gaudet / J. Morgan

Carried

L. C-Shpeley reminded everyone attending a meeting in-person to give her at least one day's notice so she could have a number when organizing food.

16.0 District Updates

West: Plan to hold a district meeting but requires help. Development of rinks delayed due to warm weather.

Jasper Place: Plan to hold a district meeting in February. Lots of indoor activities: hockey watch programs, 2nd hand clothing swap, potlucks, movie nights, bingo, children's programs, soccer registrations. Jasper Place swimming pool closed again for several months. There are concerns on finding people for various roles as well as spreading the word about Community Leagues.

118 Avenue: Townhall meeting on January 16.

South West Henday: Arranging a district meeting next month. Allard has an ice rink. There is an AGM next week.

Southeast: There were a variety of holiday events. Most Leagues had rinks up and running before Christmas. Programs planned are exercise classes, pub nights. There are plans for a district meeting in February. Issues include need for more volunteers, cost of upgrading halls, homeless camps in Mill Creek Ravine and elsewhere.

Millwoods Eglerslie: Many events in December but quite quiet in January. Skating rinks have a variety of rules for non-residents. Some Leagues are charging, some are not. Concerns are illegal fireworks.

17.0 Position on Updated Affordable Housing Strategy

EFCL became aware of an Updated Affordable Housing Strategy that will be presented to



Council on Monday. Launched in 2018, the strategy needs to be updated to account for the latest census date, and the changing housing needs anticipated in Edmonton in the near future. Surplus school sites were identified as an opportunity to help address the current and prospective need for affordable housing. Administration has undertaken a policy review to ensure these sites can be developed for affordable housing. EFCL has drawn up a letter to be finalized on Friday, January 12, 2024 supporting the updated strategy and calling on the City to engage the community early on and in a meaningful way on the new housing developments.

Motion 24-01-11-08: Be it resolved that the EFCL supports the City of Edmonton's Updated Affordable Housing Strategy presented to Council on January 15th 2024, and will articulate ongoing advocacy for early and transparent engagement of communities in these developments.

S. Gaudet / J. Morgan

Carried

18.0 Reports

Executive Director's Report

New Initiatives: YMCA MOU for and Sponsorship agreement for \$3,000 for 2024 to support summer camps in Dovercourt, West Meadowlark, Burnewood, Spruce Avenue, Parkdale Cromdale, McQueen, Idylwyld, Belvedere.

Meetings with external stakeholders:

- Roundtable meeting with Minister Neudorf (Minister of Affordability and Utilities. Included EDs from United Way, Boyle Street Co-Op, Bissell Centre, Lurana Women's Shelter, Native Friendship Centre, Volunteer Alberta.
- Meeting with the Mayor's office (Salam Alahmad) to discuss City charter change.
- Meeting with Third Space and application for grant to support Anti Racism work (Motion made by Board after Christmas).
- Meeting with Free Play to discuss how the current programs are running, and ideas for camps and next year. Committed to getting information out to Leagues about September start in the Spring.

Engagement with Internal Stakeholders: Empire Park is no longer a society due to not submitting their annual return to Corporate Registries. EFCL has taken over their operations and their society and is working with them to get back up as a society. Our insurance covers them and their board currently.

Grants: Applied for CIP grant (\$74,997.60) which is a matching grant of 50% with EFCL to





continue the DEI work we have begun this year.

Staffing: New hires include Dave Berry (Communications), Fransheska Smith-Cleare (Funding and Membership Assistant), new admin starting January 17 (Candace) on a temporary full time basis. Victor Olayioye and Qaisar Khan's contracts ended December 31. We have moved to a new bookkeeping service, Rutwind Brar, for financial support.

19.0 Termination

The meeting terminated at 8:33 pm.

Motions Made Electronically

Third Space Playback Theatre January 2, 2024

Third Space Playback Theatre has approached EFCL to be a fiscal agent for a grant through the Canadian Race Relations Foundation. EFCL would apply for the grant (Third Space is not a non-profit organization), and would distribute the funds on an agreed upon timeline to Third Space in order to fulfill the work of hosting and co-ordinating 10 performances across Edmonton to to advance the conversations about structural racism. Third Space would design the application, and it would be an evolution of the work that they have done over the past 3 years with the Innovative Social Pedagogy to empower Indigenous Communities, Reduce Gender, and Racial Biases (ISP) Project, also funded by the federal government. EFCL believes this work aligns with our existing Anti Racism work, and supports the continued conversations that we believe need to happen in communities, using a new partner of Edmontonians. Other partners that will be involved will be are Equity in Action (Roxanne Felix Mah), as well as the University of Alberta Native Studies Department. The amount of funding that will be applied for will be between \$75,000 and \$125,000 with EFCL negotiating approximately 10% for administrative costs. The application needs to be submitted by January 7, 2024.

Motion: That the EFCL apply for a grant of \$75,000 - \$125,000 from the Canadian Race Relations Foundation on behalf of Third Space Playback Theatre and act as their fiscal agent.

T. Parma / G. General

Carried





Executive Director Compensation

Annually the Board reviews the performance and compensation of the Executive Director. This year review

Be it resolved that the Board approves a salary increase of 3.76% for Executive Director Laura Cunningham-Shpeley.

L.Olsen/J Wolchansky

Carried

Be it resolved that the EFCL Board approves a 2023 year-end bonus of \$3000 be given to EFCL Executive Director Laura Cunningham-Shpeley.

G.General/A.Lunden

Carried