



EFCL Board Meeting Minutes

April 11, 2024 at 6:00 pm MST,

Hybrid Meeting at Jerry Forbes Centre and via Zoom

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)
Kemoh Mansaray, (Northwest District), (IP)
Joshua Wolchansky, (Central District) (Z)
Steven Gaudet, (Northeast District), (IP)
Thu Parmer, (West Edmonton District), (Z)

Regrets:

Morgan Wolf, (118 Avenue District)

Guests / EFCL Staff:

Rochelle Diederichs, COE (Z)
James Thompson, COE (IP)
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 6:01 and invited everyone to introduce themselves. J. Morgan delivered the land acknowledgement.

2.0 Welcome and Introductions

J. Parsonage welcomed everyone.

3.0 Review of Agenda

There were no changes or additions made to the agenda.

Motion 2024-04-11-01: Be it resolved that the agenda be approved as written.

G. General/K. Mansary

Carried

4.0 Consent Agenda

4.1 Minutes March 14, 2024

4.2 Letters - none this month

4.3 Committee Reports - Recreation Committee - Letter to Hockey Associations

4.4. Associate Members for Board Approval

Motion: 2024-04-11-02: Be it resolved that the consent agenda be approved as written.

S. Gaudet/J. Morgan

Carried

5.0 News From the City

(Rochelle Diederichs)

- The City of Edmonton launched the **School Bike Parking Grant** to support schools to build secure, reliable bike parking to make active transportation options more convenient for students and families. The grant fund of \$75,000 will award grants of up to \$15,000 per school. Applications are due by April 30, 2024.
- Open Data info on Community League Halls is now linked correctly to AEGIS and will be updated weekly enabling a quick and easy way to get a visual on locations of halls within the City and sharing this information.
- It is coyote denning season and the City suggests it may be a good idea to share this with Community Leagues and warn everyone to take care when walking their dogs.
- Edmonton Fire Rescue services is accepting applications throughout the month of April for its next class of fire cadets. The program is sponsored by ATCO. Fire cadets have the opportunity to earn high school credits for their involvement in the two semester, 10 month program, beginning September 2024.





- Capital City Cleanup has launched the Litter Supply Kit Service and is available at 17 Community Recreation Facilities until October 31, or until supplies run out. Requests can be made at edmonton.ca/LitterKit.

6.0 Board Education - CLOG

- 6.1 CLOG Formula presentation
- 6.2 CLOG summary by district

L. C-Shpeley reviewed the ways in which Community Leagues benefit from the CLOG grant. This includes help with meeting operating requirements, support with specific needs in their neighbourhoods, improving collaboration with other organizations, and delivering effective and efficient programs. Positive points of the current CLOG grant are ease of calculation and consistency from year to year. Negative points include not factoring in actual League operating expenses, amenities operated, or programs/services provided. Other options for the calculation could take into account League infrastructure, programming offered, neighbourhood demographics, operational criteria and partnership.

J. Thompson from the City of Edmonton used actual League data to present how each of the options could be factored into the calculation.

There was a lengthy discussion that included concerns over equitability, operating expenses, and the split between Leagues with halls versus those without. L. C-Shpeley and J. Thompson will take the feedback from the board and develop further grant calculation options. Information on potential CLOG calculations will be provided to membership at the June Annual General Meeting.

J. Thompson and R. Diederichs left the meeting.

7.0 Board Nomination and Development Committee

- 7.1 Board Position Descriptions
- 7.2 Code of Conduct for Volunteer

As approved at the March 2024 Board meeting, the Committee was tasked with creating a policy of board operations. The first set of policies developed were position descriptions for EFCL board members and officers. S. Johnston pointed out the importance of numbers 9 and 10 which stress attending League meetings as requested and providing greetings and updates from EFCL, and “acting honestly, with good faith and a view to the best interest of the EFCL and of the Community League membership as a whole”. She also pointed out the statement at the end of the descriptions which reads “Due to time commitments, Executive Board Members should consider whether they remain as a serving officer of their home Community League.”



Motion 2024-04-11-03: Be it resolved that the EFCL Board Member and Officer Position Descriptions are approved.

G. General / A. Lunden

Carried

Discussion then went on to the code of conduct for volunteers. This would apply to members of EFCL working groups as well as EFCL Connectors and office volunteers.

Motion 2024-04-11-04: Be it resolved that the EFCL Code of Conduct for volunteers is approved.

S. Gaudet / K. Mansaray

Carried

Volunteers will be asked to sign the Code of Conduct for Volunteers.

8.0 Policy Development Framework

Having received approval of the Board, the next step in the policy refresh project is to create a policy on how EFCL makes policy. The Executive Committee discussed the policy and brought it to the Board for discussion before being finalized next month. S. Johnston briefly went over external and internal facing policies and procedures. J. Parsonage pointed out that presently long range policies are reviewed at least every 6 years and current directives every 3 years. L. C-Shpeley stressed the importance of maintaining engagement with Leagues such as through surveys for input. After some discussion the Board felt comfortable approving the policy framework at this meeting.

Motion 2024-04-11-05: Be it resolved that the Policy Development Framework is approved.

S. Gaudet / A. Lunden

Carried

T. Parmer noted that she liked the process of allowing time for thoughtful consideration of policy by discussing it at one board meeting and approving it at the next. .

9.0 Community Planning and Sustainability Working Group

The CPSWG put forward a recommendation to the Board to provide a letter of support for a motion made at a City Council Public Hearing on October 16, 2023 to reduce maximum floor area per individual commercial establishment from 300 m² to 100m² in the (RS) Small Scale Residential Zone. The reason for support of this revision involves feedback heard based on the



desire to see small and lively businesses within communities and neighbourhoods. When a question arose on the rationale behind this request, L. C-Shpeley responded that it stemmed from a desire to control the size of businesses in residential communities and wanting more small businesses within walking distances. She was also asked how this involved EFCL and her response was that the CPSWG was involved with community development and this would fall under that umbrella. Another concern was the impact different types of businesses might have on communities. There was a general feeling of a need for more time to review the rationale and consider the consequences. The recommended motion was tabled.

10.0 Human Resources Committee

The Committee has created a Human Resources Strategy and Compensation Philosophy to guide the Executive Director with the operations of the organization. This is based on the following principles:

- Good governance
- Fostering a culture of performance, engagement and continuing growth
- Supporting our diverse workforce and thriving in our changing environment
- Aligning with the market within defined parameters
- Support employee wellbeing and safety
- Enable transparency and communication

There was concern over the term “total rewards” used throughout the document, and it was decided more time was needed toward defining it. The motion was tabled for the May Board meeting.

11.0 Annual General Meeting

A draft agenda for the AGM was distributed for Board members to review. L. C-Shpeley reminded everyone that there was an open invitation to friends and neighbours to display information and connect with Leagues at the Opportunity Fair at 5:30 pm preceding the meeting, and that she would like all Board members to be present at that time.

12.0 District Updates

Filling vacancies for board members and volunteers is a common concern for most districts. Community safety and duplication of programs are also a concern.

Northwest: A district meeting is set for this coming Monday.



Northeast: Suggest exploring a change management plan eliminating manual paper membership cards and going fully electronic. Next meeting will be a social event. Request to assist with Belvedere AGM.

West: Held District meeting. Invited to Summerlea AGM.

West-Jasper: Elmwood CL got approval to use their small skating rink as an all-year off-leash dog park. Several CL's are holding sport-watch parties. Many Leagues are offering free programs for parents and kids in partnership with libraries and nonprofit organizations. Next district meeting is scheduled for May.

Central: District meeting and AGM are upcoming.

Southeast: AGM's in April and May. Grants were received for Leagues on the Line event set for June 1. Leagues are booking outdoor summer concerts which will be open to all. Funding shortfalls and an increase in 50/50's and raffles which require more volunteers.

Millwoods/Ellerslie: Met with Councillor Tang on March 15. Easter egg hunts went well. Lots of workshops that were well attended. Getting community gardens ready for planting. A concern is space for Leagues without halls.

13.0 Reports

13.1 President's Report

13.2 Executive Director's Report

- **New Initiatives:** Community League Day Planning
- **Meetings with External Stakeholders:** Ken McKim (Winnipeg Community Centres), Lisa Turchansky (Edmonton Catholic School Board Trustee), Jennifer Flamen/Michael Janz, U of A (Financial Literacy Program Research), Brent Purnell (Alberta Action Sports Association), Kathryn McCaffrey (Sports Central), Sheila Hallet (Seniors Coordinating Council), Tonia LaRiviere (Accessibility Advisory Committee COE), Wanita Quaia (NFP), Shauna Kuiper (District Planning), Neighbourhood Quarterly Meeting (Carla Johnson and Team), COE Priority Growth conversation (Lisa Drury and team).
- **Presentations, External Events:** Canadian Homebuilders Association Gala (attended with Jon Morgan), Community and Public Services Committee April 8th - Snow and Ice Removal.
- **Engagement with Internal Stakeholders:** West Edmonton District Meeting.

14.0 External Review Committee Report - In Camera

The Board went in camera at 8:48 pm MST.



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