



EFCL Board Meeting Minutes

May 9, 2024 at 6:00 pm MST, Hybrid Meeting

Agenda Item 4.1

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 (Z)
Anita Lunden, (Southeast District), Treasurer (Z)
Kemoh Mansaray, (Northwest District), (Z)
Morgan Wolf, (118 Avenue District), (IP)
Steven Gaudet, (Northeast District), (Z)
Thu Parmar, (West Edmonton District), (Z)
Stephanie Neufeld (Scona District) (Z)

Regrets:

Joshua Wolchansky, (Central District)

Guests / EFCL Staff:

Eduardo Leyva-Guzman (Z)
Ashley Trebell (Z)
Sian Svendsen, City of Edmonton (Z)
Laura Cunningham-Shpeley, Executive Director, (IP)
Colin Johnson, Deputy 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. She delivered the land acknowledgement.

2.0 Welcome and Introductions

J. Parsonage welcomed everyone and invited attendees to introduce themselves. This included Ashley Trebell and Eduardo Leyva-Guzman, students joining ECL for the summer.

3.0 Review of Agenda

A request was made to move item 10.0 to 4.0 for quorum purposes. No other changes were made.

Motion 2024-05-09-01: Be it resolved that the agenda be approved as amended.

K. Mansaray / M. Wolf

Carried

10.0 Board Development and Nominating Committee

The Committee recommended Stephanie Neufeld from the Garneau Community League as a candidate for Scona District, currently vacant. This appointment would be effective May 9, 2024 and would last until December 13, 2024 in order to provide opportunities for her election. J. Parsonage invited S. Neufeld to introduce herself and speak briefly about her background and interests.

Whitemud District remains vacant as well and there is an upcoming vacancy in Southeast District.

10.1 Appointment of Stephanie Neufeld - Scona District

Motion 2024-05-09-02: BE IT RESOLVED that effective immediately, Steph Neufeld is appointed to the EFCL Board as District Representative for Scona District until December 13, 2024 or an election for the position is held, whichever is first.

S. Gaudet / M. Wolf

Carried





4.0 Consent Agenda

- 4.1 Minutes April 11 2024 Board Meeting
- 4.2 Green leagues Report
- 4.3 Committee reports - Recreation Committee
- 4.4 Associate membership Applications

Motion 2024-05-09-03: Be it resolved that the consent agenda be approved as written.

S. Gaudet / K. Mansaray

Carried

5.0 Board Education (S. Johnston)

S. Johnston reviewed who can run an EFCL AGM. She reminded everyone that NRC's have been directed not to attend AGMs for the purpose of conducting elections but, instead, are directing Leagues to the EFCL staff who do not have the capacity to run elections. Most elections do not require an EFCL staff. However, for those elections in Leagues that may be contentious or have an oddity to their bylaws, staff have been running elections. Several aids have been prepared for staff and Board to help guide the running of elections:

- "Ask an Advisor" article on who can run elections
- "Guide to Elections"
- Post AGM Email for staff and Board use

S. Johnston encouraged anyone who is approached by a League for help to contact L. C-Shpeley for an appraisal as to any issues happening in the League and to also count the AGM in the League contact numbers. C. Johnson answered a question about when this change had come into effect and responded that it had occurred last fall but would be formally announced in June 2024. Another question concerned a League's bylaws specifically naming a board member, who may have a vested interest in the outcome of an election, to run elections. S. Johnson answered that the person in question could acknowledge that it would be a conflict of interest and offer to recuse themselves from running the election.

S. Gaudet and T. Parmar left the meeting.

6.0 News from the City (Sian Svendson)

- **Celebrating 25 years of Front Yards in Bloom:** This includes organizing a Nomination Walk to identify outstanding yards in your neighbourhood; nominating public spaces such as community leagues, churches and condos; inspiring volunteerism to discover stunning yards and participate in the initial round of judging.
- **Information for Homeowners Associations:** The City's Community Sandbox Program is changing for the 2024-2025 season and the City is preparing a map of final sandbox





locations that will be available by the end of June 2024. Sandboxes will be reduced to 100 locations and centralized across residential neighbourhoods to ensure a more even and equitable distribution. These changes were based on results from a survey.

- **Popup Dog Parks are closed and the trial has concluded.** They will not be running in 2024.
- **Pleasantview Dog Park will be closed for approximately four weeks starting May 15.** This is to allow time for permanent fencing, concrete, site furniture and landscaping to be installed.
- **“Beyond the Bouncy Castle” online workshop:** May 16th from 7:00 to 8:00 pm. This workshop offers information about hosting a neighbourhood gathering such as a Block Party or Play Street.
- **Workshops and training:** This includes the Invasive Plant Outreach team at the Storyland Valley Zoo and Root for Trees.
- **Alberta’s Bike Swap:** This event will be held May 11, 2024.
- **Free Compost:** Free compost will be available at the Ambleside and Kennedale Eco stations, while supplies last.
- **Community Programs:** This includes Root for Trees, Drop-In tree Planting Program, Root for Trees special events.
- **Community Mural Grant Program:** Applications close May 15th.
- **Neighbouring for Climate**
- **For Girls By Girls:** Free drop-in program to help girls ages 8-17 to help build confidence and encourage their pursuit in sport and recreation.
- **StrongHer:** Registered program designed for girls ages 12-17 to learn exercise fundamentals, proper technique and programming.
- **Outdoor Amenity Licensing:** For community groups that would like to utilize open space parkland for winter amenities. Applications are from May 15-September 15, 2024. Fees may apply.
- **Get Ready in the Park 2024:** Meet your emergency responders at the Edmonton Expo grounds on May 4 between 10 am and 3 pm.
- **Free Eco Station weekends and Big Bin Events are back again:** Dates and locations are available on the City website.
- **District Planning:** Registrations to speak at the upcoming Public Hearing are available to the public where they will be able to share their views directly with City Council on the proposed District policy and Plans.

S. Svendsen was asked if more information about the street parking program and enforcement could be shared with the affected communities. She replied that she would provide follow-up to that request.

7.0 CLOG Formula Recalculation Advocacy



At the April meeting, L. C-Shpeley presented 4 options to the Board, based on the 2022 CLOG data. Following the presentation, the Board asked staff to bring forward other formula options that included facility funding, along with engagement funding and a base amount. There was also conversation about the need to narrow the grant divide between Leagues as much as possible.

L. C-Shpeley presented a revised formula that attempts to balance out the need to continue to support the engagement work of Leagues, along with the facility costs that are being incurred by Leagues. All options included the following components:

- 1) **Engagement Allocation**- program and event expenses
- 2) **Facility Allocation**- rink, hall maintenance, hall utilities and other amenities
- 3) Base amount for each grant- option to maintain current levels option to increase it

She added that including a base amount brings stability to funding levels as well as the formula that includes factors for their facility and amenities brings stability to funding levels. The question of stability had been a concern at the previous Board meeting.

Engagement amounts based on activity are variable year over year, but population demographics will only fluctuate slightly every 4 years with Census data. Operating expense information was from the 2022 and 2023 fiscal years for Leagues. The engagement allocation was based on the Program and Event expense numbers from the 2024 collection. The facility allocation is based on the Rink, Hall Maintenance, Hall Utilities, and Other Amenities expense numbers from the 2024 collection. Details of the types of expenses in these categories was included in the reporting template included in the information package provided to the Board

A lengthy discussion followed. One question posed was whether money earned from outside funding, such as casinos, be considered a factor. The answer was that casino money, as well as money from other grants, would remain separate and could continue to be used as determined by the League. There was also a suggestion that rules for what defines engagement be clarified. Other concerns were the sustainability of halls and their subsidization by Leagues without halls. Another suggestion was to include a line for a rental score in the scoring matrix for those Leagues without halls.

The final decision was to accept Option 4 which includes an increased base amount, scores for both facilities and engagement with a cap on the engagement score.

The Board agreed that any recommendation to the City will be for the grant formula to come into effect for 2026 in order to provide Leagues with enough notice for budgeting purposes.

Next steps will be for EFCL to recommend these principles to the City. Information for the potential change will be provided at the AGM. Following the AGM:



- Information sessions will be available in the fall
- Service Package be developed and brought to COE Fall Budget adjustment to increase CLOG funding by the amount agreed on.

In order to reach this revised formula, data was used from the 2024 Community League Operating Grant..

8.0 Finance Committee

8.1 Audit Approval

The Committee met with Curtis Friesen, auditor with Metrix Accounting, on Saturday May 4th. He presented the 2023 Audit and answered questions from the Committee. The audit shows a surplus of \$55,786, which is due mainly to an increase in grant funding and a reduction in operating costs. Curtis recognized the work that has been done over the past 8 months in the organization to improve the EFCL's finances. Because of the additional surplus, the Committee recommended rescinding the motion of February 2024 and replacing it with a new one which would include the addition of "Strategic Reserve" creation. This would allow for funds to be held for special projects that come up for the Board such as research for charitable status, creation of draft hall plans for Leagues, etc.

Motion 2024-05-09-04: Be it resolved that the Finance, Audit and Funding Committee recommend that the EFCL Board accept the draft 2023 Audit to be presented to the EFCL Membership at the AGM on June 5, 2024.

G. General / M. Wolf

Carried

Motion 2024-05-09-05: Be it resolved that the following motion from the February 24, 2024 meeting be rescinded:

"BE IT RESOLVED that the EFCL board transfer \$15,000 to Strategic Planning, and use the remaining 2023 profit towards the Reserve for 2024."

And replaced with:

Be it resolved that the EFCL Board transfer \$10,000 to a Strategic Reserve Account (to be used for special projects and initiatives identified by the Board), \$25,000 to the Organization Reserve Account, and to hold \$17,000 for 2024 strategic planning.

K. Mansaray / G. General

Carried

This brings the EFCL's Reserve Account up to \$125,000, holds \$10,000 for special projects and allows the Committee to continue the work with strategic planning for 2024.





The audit statements for 2023 will be amended to read that our reserve account is now at \$135,000 with \$10,000 of that being coded for special projects of EFCL.

8.2 Q1 Update

The Committee met on Saturday May 4th. Colin Maclean, EFCL's contracted Accountant, attended the meeting as well to answer any questions about the audit process and the Q1 Financials.

Colin Johnson, EFCL's Deputy ED, who has taken over the inhouse coordination of finances over to EFCL's bookkeeper, presented the Q1 Balance Sheet with the committee. L. C-Shpeley noted that the first quarter is showing a surplus, but most likely the second quarter will be more balanced as work on Facility Assessments has now begun and is a major expense. It was also noted that the switch to Communal has helped to greatly decrease the cost of financial tasks. As well, the support of Colin Maclean to bring a level of expertise to the organization and Colin Johnson's coordination and hard work over Q1 has been very evident. Working with a bookkeeper has also been a good move for the organization.

Motion 2024-05-09-06: Be it resolved that the EFCL Board accept the Q1 Financials as presented.

K. Mansaray / G. General

Carried

9.0 Annual General Meeting

This year's AGM is June 5, 2024 at Jerry Forbes Centre making the 21 day notice date May 14, 2024. Items on the agenda were assigned to Board members and EFCL staff.

Some planned changes are to limit each Community League to 2 delegates (one voting member and one observer) and to cut off registration:

For dinner 2 days prior (to allow for numbers to be provided to the caterer).

For the meeting noon on June 5th registration

9.1 Approval of Annual Report

9.2 Approval of Agenda

L. C-Shpeley presented the Annual Report for Board approval. Included in the report are:

- EFCL statistics and data
- Projects which included Infrastructure Assessment, Anti-Racism, outreach, events and workshops





- EFCL Friends and Neighbours (Associated Membership)
- City of Edmonton zoning bylaw renewal, district changes
- Communal and membership information
- EFCL team and Board updates
- Messages from the Executive Director and Board President

Motion 2024-05-09-07: Be it resolved that the 2023 Annual Report is approved as written.
S. Neufeld / G. General Carried

Motion 2024-05-09-08: Be it resolved that the 2024 AGM Agenda is approved as amended.

M. Wolf / K. Mansaray Carried

AGM packages will go out on May 14, 2024. S. Johnston will contact board members regarding registration on May 15, 2024.

10.2 Chair and Board Evaluation

In development of governance structures the next project is the creation of a skills matrix which lists the skills this board requires. Not all board members require all the skills but together, the board should include expertise in all the areas. Each year board members will do a confidential self assessment against the skills matrix. The resulting mean and median will guide recruitment and board education. The skills matrix will be coming for board approval in the fall.

The President has suggested the Board undertake a chair evaluation in the spring and then a board evaluation in the fall. For the chair evaluation, Board members will be receiving a short, confidential survey before the AGM. There will be more discussion on Board evaluation in upcoming meetings.

11.0 Community Planning and Sustainability Working Group

11.1 District Policy Amendment

The City added a new policy to the District Plan Policy that allows taller buildings in suitable locations outside nodes and corridors if they meet certain criteria, such as being located along an arterial or collector road, a corner lot or adjacent to an existing tall building or park (see 2.5.2.6 in the District Policy).

The section reads as follows:

2.5.2.6 Consider additional height in locations that meet at least two of the following criteria:



- *In a Node or Corridor Area or within 100 metres of a Node or Corridor Area.*
- *Within 400 metres of a Mass Transit Station.*
- *Along an Arterial Roadway or a Collector Roadway.*
- *At a corner site.*
- *Adjacent to a park or open space.*
- *Adjacent to a site zoned for greater than Small Scale development.*

The CPSWG recommended that the EFCL Board support the policy with the following revision:

We propose that the criteria “**At a corner site**” and “**Adjacent to a park or open space**” should be combined, so that they can not alone constitute justification for greater height. The new amendment could read:

2.5.2.6 Consider additional height in locations that meet at least two of the following criteria:

- *In a Node or Corridor Area or within 100 metres of a Node or Corridor Area.*
- *Within 400 metres of a Mass Transit Station.*
- *Along an Arterial Roadway or a Collector Roadway.*
- ***At a corner site or adjacent to a park or open space.***
- *Adjacent to a site zoned for greater than Small Scale development.*

The rationale for this recommendation is that, while communities have now come to expect increased height within nodes and corridors, and support three storeys within neighborhoods, the amendment as written allows for a much greater expansion of the number of potential taller-building development sites across the city — particularly in areas well outside the Nodes and Corridors that were established in the City Plan, and have been used as a framework for all District Plan engagement up until this point.

Given that part of the purpose of the Nodes and Corridors strategy is to concentrate development in areas that enhance the city’s ability to deliver other services — most notably transit — this expansion also has the potential to undermine this strategy, both in terms of spreading development too thin and in the uncertainty it creates within our neighbourhoods and communities. The CPSWG feel their suggested change would address this entirely, while still allowing for the necessary leeway to inform decisions on potential development that fit the spirit of the plan the city has now spent years both consulting on and putting into practice.

Motion 2024-05-09-09: Be it resolved that the EFCL adopt the position on change to 2.5.2.6 in the District Plan Policy.

K. Mansaray / M. Wolf

Carried



L. C-Shpeley invited Board members to join EFCL staff in expressing the position to Council at the May 28th hearing.

11.2 Neighbourhood Business Size Limit

The CPSWG proposed a motion to the EFCL Board to produce a position of support for the revision to reduce the maximum floor area per individual commercial establishment to 200 m² in the (RS) Small Scale Residential Zone.

The reason for support of this revision involved the feedback the Committee had heard from Leagues last spring in the ***What We Heard Report***, involving the desire to see small and lively businesses within communities and neighbourhoods and specifically ***“the importance of protecting our mature tree canopy, [and] limiting the size and scale of commercial uses.”*** This report was based on EFCL hosted events (Zoning Bylaw specific)

- i. February 24, 2022 - City Plan, Moving Forward With Focus with the ZBR
- ii. March 28, 2023 – Zoning Bylaw Renewal, League Update
- iii. May 9 - June 3 - Zoning Bylaw Renewal District Conversations

The CPSWG feels it would be a disservice to Leagues to not support changes that are in alignment with what we have heard in our engagement. The reduction in size of commercial establishments permitted in RS Zones works towards that vision. Their rationale is *“Information gathered from (CNC) Neighbourhood Convenience Commercial Zone data and interviews with business experts suggests that a maximum floor area of 200 m² would accommodate most neighbourhood-scale businesses. While some flexibility will be lost, the potential impact to neighbouring properties may be reduced.”*

The proposed changes now represent a reduction **from 300 m² to 200 m²** as distributed in the mark-up document by the City of Edmonton.

Motion 2024-05-09-10: Be it resolved that EFCL supports the Charter Bylaw 20001 revision to reduce the maximum floor area per individual commercial establishment to 200 m² in the (RS) Small Scale Residential Zone.

J. Morgan / M. Wolf

Carried

S. Neufeld abstained

Followup will include a letter of support.

12.0 Reports

12.1 President’s report

12.2 Executive Director’s Report





New Initiatives:

- -Met with Papa John's Pizza and discussed revenue generating option for EFCL
- -Partnered with SERVUS to host a Financial Literacy Workshop for youth

Meetings with external stakeholders

- Met with Eritrean Canadian Association
- Met with Strathcona County regarding their Community Leagues
- Initial meeting with Strategic Planning Consultant- Pieter de Vos
- Met with Explore Edmonton re:Kdays ticket fundraising program
- Regular meetings with Green Shack leads to create a pilot project for indoor spaces at Leagues for smoke filled days this summer

Presentations- External / Events

- Attended Community Safety Conversation hosted by Clr Cartmell and Clr Rice at Dr.Lila Fahlman school
- Presented to Grade 6 students at Greenview Elementary school about CL System and EFCL
- Attended District Planning Information Session
- Friends and Neighbour Event- 12 organizations attended

Engagement with Internal Stakeholders:

- Whitemud District meeting
- Central District meeting
- Attended Cameron Heights CL Ground breaking Ceremony

Staffing

Summer students started on May 6- Edouardo and Ashley to support Facility assessments and Energy Benchmarking

Media

- Rec Centre Name Change

12.3 Impact Report

L. C-Shpeley shared the Impact Report with the Board for their information. The report listed data and events that occurred over the last year This included:

- 64% of projects were completed and identified
- 18% (4) projects were partially complete
- 18% (4) projects were incomplete



L. C-Shpeley commented that overall the outcome was very successful. She thanked the EFCL Board and staff for their hard work.

12.4 Research Project with U of A

A letter of support dated May 9, 2024 from EFCL for the U of A's planned **Reading and Interpreting Financial Information Project** confirming knowledge and support was presented to the Board for approval. This project will involve interviewing approximately 50 Community League presidents to determine how they read, interpret and use financial statements in their role. Upon completion, the research team will share their findings with and their direct implications for better decision making at the Community League level with the EFCL and Community League executive members in a one-day seminar. EFCL will be fairly compensated for its time, effort, knowledge, and working relationships with Edmonton Community Leagues in accordance with Canadian Tri-Council Research Funding policies.

Motion 2024-05-09-11: Be it resolved that the letter of Confirmation of Support for the Reading and Interpreting Financial Information Research Project be approved as written.

J. Morgan / K. Mansaray

Carried

12.5 Dates for Strategic Planning

Dates for Strategic Planning in August were set for Friday August 16, 6-9pm, and Saturday August 17, 9-4pm.

12.6 Front Yards in Bloom

Front Yards in Bloom has invited the EFCL Board (as many board members as are interested), to be judges for 2 categories - Public Spaces and Balconies. The judging is set for July 22-30 and will be done virtually.

13.0 District Updates

West-Jasper:

- First hybrid district meeting is on Monday May 27 - Laurier Heights CL
- Summer dog parks opened as well as an all-year dog park using a community rink.
- Lots of AGMs taking place.
- Community gardens being set up for the season.
- Concerns about filling vacant board positions.
- Neighbourhood roads and local businesses impacted by the even more accelerated LRT



construction

Southeast:

- Three level of government meeting next week.
- Numerous AGM's. A. Lunden attended 3.

Whitemud: (Vacant)

- District meeting held Monday, May 6 by VP Internal.
- CL reps are aware and will help with recruiting the new District Rep.

The meeting terminated at 8:56 pm, MST.



Background

Recommendation

Edmonton Federation of Community Leagues

7103 105 Street NW | Edmonton, AB | T6E 4G8 | 780.437.2913 | info@efcl.org





Suggested Motion

Budget Implications

Strategic Plan

Next Steps

Edmonton Federation of Community Leagues

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