



# EFCL Board Meeting

June 17, 2024 at 6:00 pm MST

Jerry Forbes Centre and via Zoom

## In Attendance:

Jenn Parsonage, (Millwoods Ellerslie District), President / Chair  
Giselle General, (Jasper Place District), Vice President Internal  
Jon Morgan, (Southwest Henday District), Vice President External  
Anita Lunden, (Southeast District), Past Treasurer  
Kemoh Mansaray, (Northwest District)  
Morgan Wolf, (118 Avenue District)  
Steven Gaudet, (Northeast District), Treasurer, newly elected  
Thu Parmer, (West Edmonton District)  
Stephanie Neufeld, (Scona District)

## Regrets:

Joshua Wolchansky, (Central District)

## Guests / EFCL Staff:

Carla Johnson, City of Edmonton  
Laura Cunningham-Shpeley, Executive Director  
Sandra Johnston, Board Development Advisor

## Minutes

Marjorie Stefanyk

## 1.0 Land Acknowledgement



J. Parsonage brought the meeting to order at 6:02. G. General delivered the land acknowledgement. This included the introduction of the word “kapwa” and its meaning and ways of observing it in our role as leagues in building community.

## 2.0 Welcome

J. Parsonage welcomed everyone.

## 3.0 Review of Agenda

There were no changes to the agenda. However, C. Johnson requested that agenda items requiring her presence be done by 6:30 pm.

**Motion 2024-06-13-01: Be it resolved that the agenda be approved as written.**

**G. General / S. Neufeld**

**Carried**

## 4.0 Consent Agenda

4.1 Minutes May 9, 2024

4.2 CLOG Report to City

4.3 Letters: from the Minister of Tourism and Sport regarding facility funding

4.3 Associate Membership Applications: Tip of Spear Inc, Community Connects, Travis Mathews Music, Homeward trust Edmonton, Magnetsigns Edmonton West, Slush Cast YEG

4.4 Relationship with Neighbourhood Services Report

**Motion 2024-06-13-02: Be it resolved that the consent agenda be approved as written.**

**S. Neufeld / T. Parmer**

**Carried**

## 5.0 News From the City (C. Johnson)

There was no formal written report from the City. C. Johnson said the new practice of receiving and relaying information and updates from Leagues would continue if it provided the communication required. She announced that she would be leaving her current role with the City of Edmonton for a new position with the Alberta Department of Education as of July 6, 2024. Shannon Spencer will be her temporary replacement. She assured everyone that the good relationship that has been built with the City of Edmonton and the EFCL will continue. L. C-Shpeley and J. Parsonage both expressed their appreciation of C. Johnson’s support and hard work.



J. Parsonage asked about the loss of several social workers in her district. C. Johnson acknowledged that some specific positions were being eliminated but that the City is looking at ways of continuing the service. K. Mansaray added that his district is also losing social workers which is a concern because of the high percentage of immigrants in the communities. C. Johnson said she would try to get clarity on future plans and relay the information to L. C-Shpeley.

## **6.0 Board Elections (L. C-Shpeley / C. Johnson)**

President  
Vice President Internal  
Vice President External  
Treasurer

J. Parsonage vacated the Chair to C. Johnson.

L. C-Shpeley reminded everyone there were four positions to be filled and that self-nominations were allowed. C. Johnson opened the elections at 6:22 pm and said the elections would be carried out according to the EFCL bylaws.

She began with a call for nominations for President. **K. Mansaray** nominated **J. Parsonage**. After a second and third/final call, C. Johnson declared J. Parsonage president by acclamation. J. Parsonage thanked everyone.

C. Johnson called for nominations for Vice President Internal. **G. General** put her name forward. This was supported by **K. Mansaray**. C. Johnson put out a second and third/final call and declared G. General Vice President Internal by acclamation. G. General stated that since this would be her final year with EFCL, she would be happy to mentor anyone who was interested in taking on this role next year.

C. Johnson called for nominations for Vice President Internal. Via chat, **J. Morgan** that he was willing if no one else wanted the position but would like to mentor someone to take over. **K. Mansaray** nominated J. Morgan. C. Johnson put out a second and third/final call, then declared J. Morgan Vice President External by acclamation. J. Morgan accepted.

C. Johnson called for nominations for Treasurer. **J. Parsonage** nominated **S. Gaudet**. A second and third/final call was made. S. Gaudet was declared Treasurer by acclamation. S. Gaudet said he was happy to accept the position and honoured to have A. Lunden, past Treasurer, mentoring him.

Elections were declared closed and J. Parsonage resumed the position of Chair. She congratulated everyone and thanked A. Lunden for an “amazing job”.

## **7.0 Board Committee and WG Appointments**

### **7.1 Working Group Recruitment**



J. Parsonage complemented S. Johnston on her fine work of educating committee members on policy and procedures. The following changes and additions of Board members on each committee are as follows.

- **Executive Committee:** S. Gaudet, as new treasurer, will replace A. Lunden. J. Parsonage(Chair), J. Morgan and G. General will remain.
- **Board Development and Nominating:** K. Mansaray will be replaced by T. Parmar. J. Parsonage(Chair), J. Morgan and A. Lunden will remain.
- **Audit, Funding, and Financing:** S. Gaudet will assume the position of Chair; A. Lunden will relinquish her position to J. Wolchansky unless he indicates otherwise (to be determined); J. Parsonage and G. General will remain.
- **Human Resources:** Membership remains unchanged: S. Gaudet (Chair), J. Parsonage, G. General, J. Wolchansky (needs confirmation).
- **External Complaint:** J. Parsonage and G. General will remain. S. Johnston pointed out that policy changes to be made over the summer and effective following summer break, will require all Board members to be on this committee.
- **Recreation Development:** S. Neufeld will replace T. Parmar. J. Morgan (Chair) and M. Wolfe will remain on the committee. J. Parsonage pointed out that Ryan Barber, former EFCL Board member and past-president, is on the committee and doing a wonderful job.
- **Community Planning and Sustainability:** S. Neufeld will replace A. Lunden. K. Mansaray volunteered as well. J. Parsonage will remain as ex-officio.
- **Membership Engagement Working Group:** L. C-Shpeley confirmed that Community League members had already been meeting with success but there was a need for EFCL Board members to volunteer. K. Mansaray volunteered and J. Parsonage as ex-officio.
- **Insurance Working Group:** There have been no Community League members applications as yet. There is an opening for 4-6 members. S. Gaudet (Chair) and G. General will remain.

One motion was made to include all the additions and changes in committee memberships.

**Motion 2024-06-13-03: Be it resolved that the Board appoint the above Board member to the Committee and Working Groups of the EFCL effective immediately.**

**K. Mansaray / G. General**

**Carried**

Staff associated with each committee and working group will be setting up meetings, mostly in the fall unless the work requires summer meetings. Board members are encouraged to recruit League volunteers. Information on EFCL volunteer opportunities has been shared with Board members.

## 8.0 AGM Debriefing

Feedback was provided from Board members and from their conversation with League





members. Recommendations on what to continue and to change were provided for the Opportunity Fair, dinner and room layout, the agenda and the meeting itself.

There were 17 tables hosted by Friends, Neighbours and Sponsors of the EFCL which received very positive feedback. As to the meeting itself the Board discussed possible ways to increase attendance from their districts.

## 9.0 Strategic Planning Prep

In February 2024 the Board approved moving forward with strategic planning work this year. Preparation includes having gone through an RFP process and working with Pieter de Vos, who attended the June 2024 AGM. A survey for Leagues was launched at the AGM but has received only 4 responses. Board members are asked to help distribute the survey to Leagues and it will be in the newsletter this week as well. Board members are also encouraged to complete the survey.

The Board session will be August 23 and 24. L. C-Shpeley briefly went over the agenda. Board members provided feedback and L. C-Shpeley will take these suggestions back to P. de Vos.

## 10.0 HR Committee

A request at the April Board meeting for further definition of “total rewards” in the HR Strategy and Compensation Philosophy document resulted in the committee updating the document to provide further clarity. The updated document was presented to the Board for approval.

Total rewards is a way to visually express employee compensation such as salary, benefits, retirement savings, hybrid work and flexible time. Board comments were that the revised document was well laid out, very comprehensive, and clearly explained the term “total rewards”.

**Motion 2024-06-13-04: Be it resolved that the EFCL HR Committee Compensation Philosophy is approved.**

**S. Gaudet / S. Neufeld**

**Carried**

## 11.0 Board Development and Nominating Committee

Board Chair Evaluation Process

As reported at the May meeting, the President has requested an evaluation and the Committee developed a short survey to do that. The survey will be sent out to all Board members by G. General, who as VP Internal will be collecting and compiling the feedback. The comments will be anonymised before they are provided to J. Parsonage and G. General will keep responses confidential. A full board effectiveness evaluation will be conducted in the fall.



## 11.1 Appointment of MEWG

The Membership Engagement Working Group has received an application from Nicole Ritchie, Vice President of Ritchie Community League to serve on the MEWG and the Committee recommends accepting her application.

**Motion 2024-06-13-05: Be it resolved that Nicole Ritchie is appointed to the Membership Engagement Working Group for a term of one year.**

**G. General / K. Mansary**

**Carried**

## 11.2 U of A Student

The Board agreed to mentor a U of A student in learning the responsibilities and requirements of a good board member. This project will run from September 2024 to April 2025. G. General volunteered to serve as mentor.

## 12.0 Finance Committee

### 12.1 Interest on Overdue Invoices

The EFCL has been working hard towards bringing their receivables list to a current state and keeping invoicing up to date. Leagues are invoiced twice a year: in the spring for membership supplies and in the fall for membership dues, Entandem dues, and ACF dues. There is a pattern in which  $\frac{1}{3}$  pay late,  $\frac{1}{4}$  are outstanding for more than 60 days, and some Leagues that only pay when conditions are placed on receiving their operating grant. As a means to deter this from happening in the future, it was recommended that an interest charge of 5% be placed on overdue invoices beginning after 30 days. This would apply to all invoices. The Board discussed various options of payment as well as the effect this decision could make on relationships with Leagues. It was decided to start with a period of 60 days for a year and then review the results after that time.

**Motion 2024-06-13-06: Be it resolved that the Board supports the application of a 5% interest charge to invoices that are more than 60 days overdue for a period of a year, after which it will be reviewed.**

**S. Gaudet / S. Neufeld**

**Carried**

## 13.0 Community Planning and Sustainability Working Group

### 13.1 Letter to COE



The Urban Planning Committee of the City of Edmonton will meet on June 18th. On their agenda is a report, “Growth Management Framework Update - Substantial Completion Standard - Metrics, Thresholds and Supporting Information”. The report fails to consider developed parks as a factor of substantial completion in the immediacy in addition to arterial road development. Both factors are identified for future consideration. In EFCL’s estimation, this becomes a let-off for development to build communities now that will not meet substantial completion requirements once those other factors have been determined. This would result in the possibility of retrofitting communities for amenities which is costly and a poor planning practice. The EFCL staff have prepared a letter to the City requesting that the two metrics, developed parks and arterial roads, be incorporated into the standard before adoption by the City. It was recommended that the Board support the letter and direct EFCL staff to send it to the Urban Planning Committee of the City of Edmonton and speak toward the absences from the report and the importance of the inclusion of these metrics in the immediacy.

**Motion 2024-06-13-07: Be it resolved that the EFCL Board of Directors support the drafted letter to the Urban Planning Committee and consequently agree to direct staff to proceed with the actions identified in the recommendation.**

**S. Gaudet / G. General**

**Carried**

## **14.0 Reports**

### **14.1 President’s Report**

- Attended State of the City hosted by the Chamber of Commerce

### **14.2 Executive Director’s Report**

- **New Initiatives:** began meeting with Pieter de Vos - Strategic Planning Consultant
- **Meetings with external stakeholders:** AHS (NFFY); Jan Sawyer (EPSB trustee) and Jan Morgan; Hoop City - Do North Events; Clr Wright Ward Mtg.; Vital Signs Advisory Committee; YMCA; Avison Dashboard training with COE; BREATHE implementation - COE; E4C Make Tax Time Pay in Community; External Relations Group - U of A; City of Leduc - Community group engagement; United Cycle - Bike month support.
- **Presentations - External Events:** Mayor Sohi - State of the City, hosted by Chamber of Commerce; SECLA event - Panel with elected officials; District Planning presentation at Council.
- **Engagement with Internal Stakeholders:** Anti-racism Project Celebration; EFCL AGM/ Opportunity Fair.



- **Media:** Leagues on the Line - Radio Cite FM (French); Dovercourt CL - Yahoo Finance News.

### 13.0 District Updates

**Northwest:** Planning on attending a CL meeting in Horse Hill; attended AGMs in Belvedere and Hairsine. Northeast and Northwest Districts are holding a volunteer workshop on June 26 from 6-9 pm run by EFCL staff.

**West-Jasper:** There was a hybrid District meeting hosted by Laurier Heights on May 27th. Elmwood is offering to host a meeting in August. Community activities include a Stanley Cup Watch Party as a way to bring people together, and Big Bin, community gardens and garage sale events. Tech-savvy CL's are adjusting well to Communal and are offering to teach those CLs that need help. Problems include how wildfire smoke can affect outdoor events; how to share upcoming programs, events, amenities; how a few disruptive incidents can ruin an event (e.g Parkview opted to remove a porta potty after repeated vandalism/tipping over), and risk of closure of the rinks used as off-leash dog parks because of people not picking up after their pet. Trends include a constant need for more volunteers, increase in encampments causing stress and discouragement to use amenities and expectations for CL staff to "clean them up quickly".

**Southwest:** SECLA organized a meeting of Leagues with representatives of City, Provincial and Federal governments; successful Leagues on the Line events on June 1; Problems include homelessness and related issues and was raised at the meeting with the 3 levels of government; trends include considering more multi-league events and help for Leagues that didn't get a CLIP Grant.

**Millwoods/Ellerslie:** MLWPC on June 6. Concerns over loss of Community Social Workers and NET employees.

Following G. General's expression of concern over the constant vandalism and tipping over of porta potties in Community League areas, J. Parsonage shared a way this was handled in her district where similar activity was occurring. Signs were put on the porta potties identifying them as belonging to and paid for by the Community League. So far this seems to have deterred any further vandalism. It was agreed that generally it would be good practice to put up signage on temporary amenities, (such as porta potties), identifying them as resources paid for by the Community League.

### 14.0 Termination





The meeting terminated at 8:38 pm MST

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**Edmonton Federation of Community Leagues**

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