



2024 Regular General Meeting Minutes

EFCL Regular General Meeting
Held via Zoom on November 28, 2024
Pre Meeting Discussion 5:30- 6:20pm, Meeting: 6:30 - 9pm

Voting Representatives of Community League Members in Attendance

118 Avenue

Bellevue
Beverly Heights
Delton
Elmwood Park
Highlands and District
Newton
Spruce Avenue

Central

Downtown Edmonton
Glenora
North Glenora
Sherbrooke
Westmount
Wîhkwêntôwin
Woodcroft

Jasper Place

Canora
Laurier Heights
Lynnwood
Parkview
West Meadowlark

Millwoods Ellerslie

Millhurst
North Millbourne
Woodvale



Northeast

Belvedere
Delwood
Hairsine
Homesteader
Kilkenny
Londonderry
South Clareview

Northwest

Athlone
Calder
Cumberland/Oxford
Dunluce
Glengarry
Griesbach
Rosslyn
Kensington

Scona

Allendale
Garneau
Lansdowne
McKernan District
Strathcona Centre
Windsor Park

Southwest Henday

Blackmud Creek
Edgemont
Glastonbury
Greater Windermere
Secord

Southeast

Fulton Place
Avonmore
Capilano
Cloverdale
Forest/Terrace Heights
Holyrood





Idylwyld
Kenilworth
Ottewell
Strathearn
Kenilworth

West Edmonton

Belmead
Callingwood-Lymburn
La Perle
Thorncliff
Willowby
Westridge/Wolf Willow/Country Club

Whitemud

Aspen Gardens
Duggan
Hodgson
Oak Hills
Riverbend
Twin Brooks

General / Non-voting Community League Members

Central

Wîhkwêntôwin

Jasper Place

Lynnwood

Millwoods Ellerslie

Millhurst
Ellerslie
Laurel

Northeast

South Clareview

Northwest

Athlone





Calder

Scona

Allendale
Ritchie

Southeast

Capilano
Kenilworth

West Edmonton

Thorncliff

Whitemud

Duggan
Oak Hills

Guests

Theresa Fielden, Sage Seniors Association
Andrew Knack, City Council
Ashley Salvador, City Council
Bekah Marcellus, Minute Taker
Jacky Patterson, Observer
James Thompson, City of Edmonton
Sharon Simper, City of Edmonton
Sian Svendsen, City of Edmonton
Wanita Quaia, NFP

EFCL Board

President Jenn Parsonage (Millwoods/Ellerslie)
Treasurer Anita Lunden (Southeast)
Steven Gaudet (Northeast)
Kemoh Mansaray (Northwest)
Steph Neufeld (Scona)
VP Internal Giselle General (Jasper Place)
Edwin Shale (118 Avenue)
VP External Jon Morgan (South West Henday)

EFCL Staff

Candace Housman
Colin Johnson



Darlene Dudley
David Berry
Erin Olefeldt
Francheska Smith-Cleare
Laura Cunningham-Shpeley
Maria Flores
Melissa Campbell
Priya Harinath
Sandra Johnston
Shaun Good

1.0 Call to Order

The meeting was called to order at 6:31 pm by EFCL President and Chair, Jenn Parsonage.

2.0 Land Acknowledgement

J. Parsonage introduced Steph Neufeld, who delivered the land acknowledgment.

3.0 Welcome and President's Message

J. Parsonage began with an update on Community League day, which saw over 100 Leagues registering events and thanked everyone for their patience regarding the Communal and the Fintrac process. She then thanked outgoing board members Anita Lunden, Jon Morgan, and Morgan Wolf for their service to the EFCL board. During her 6 years as SE District Representative and treasurer, Anita Lunden helped create a new Tripartite License Agreement, two strategic plans, and mentored new board members. Over his 5 years as the Representative for Southwest Henday District and VP External, Jon Morgan formed the Recreation Working Group, championed the development of an anti racism statement, and supported ECFL and Leagues reinventing themselves in and out of Covid. Lastly, through her 4 years as 118 District Representative, Morgan Wolf has worked collaboratively within her District bringing Leagues together while acting as a strong advocate for positive solutions and the role of Community Leagues in shaping communities.

Next, J. Parsonage Welcomed Councilor Ashley Salvador, Ward Métis, as well as Councillor Andrew Knack, Ward Nakota Isga, as well as City of Edmonton staff present at the meeting including Sian Svendsen, Sharon Simper, and James Thompson. Next, she thanked the EFCL staff and board including welcoming the new 118 District Representative Edwin Shale. Lastly, she recognized EFCL's sponsors Servus Credit Union, RMRF, and NFP, as well as Friends and Neighbours member in attendance, the Sage Senior Association.



4.0 Greetings from the City of Edmonton and our Sponsor, NFP

Edwin Shale introduced Councillor Salvador, saying they appreciate her support for Leagues and the work of the EFCL and thanking the City of Edmonton for their collaborative relationship.

Councillor Ashley Salvador began by thanking S. Neufeld for starting the meeting in a good way and thanking those present for working to make Edmonton's communities welcoming, vibrant, inclusive places to call home. She discussed the uniqueness of Edmonton's Community Leagues with Community League Day as an example of that passion and care in action. She also applauded the work being done behind the scenes to foster healthy and thriving communities, to combat social isolation, drive change toward a sustainable future, provide access to programs that some community members might not otherwise have, and advance reconciliation work. On behalf of the City Council and Edmonton's Mayor, she thanked EFCL and all members for all the work they do in Edmonton's neighbourhoods.

Next, J. Morgan introduced Wanita Quaia from NFP, EFCL sponsor and the insurance broker for Edmonton's Community League Insurance Program, saying that EFCL is thankful for their advocacy and help with supporting Leagues.

Wanita Quaia began by introducing herself and the work of NFP including clarifying the difference between an insurance broker and an insurance provider and her role in getting to know the Leagues, their wants and needs, and using this information to get the most appropriate and cost effective coverage. She also clarified that the current insurance providers are Northbridge, Trisura, and IA Financial.

She discussed the fact that many Leagues have aging infrastructure, maintenance concerns, etc. which have created challenges on the property side of the insurance program. In the summer, Northbridge conducted building inspections of some Leagues this year and feedback from the site visits was generally positive. Wanita explained that Leagues' efforts to improve conditions of buildings and create risk management initiatives helped with the outcome of the renewal. In the end, NFP negotiated a flat property rate, meaning no increases for all Leagues and reduction in property deductible for those without claims for the last 5 years. Additionally, they may consider further deductible reductions next year as long as claims around where they are.

5.0 Approval of the Agenda



Sandra Johnston, EFCL's Board Governance Advisor, began with procedural announcements regarding questions, seconding, speaking to motions, and voting and J. Parsonage confirmed with her that quorum had been met, which it was with 54 Leagues represented.

Motion 2024-11-28-01: Be it resolved that the agenda be approved as written.

South Clareview / North Millbourne

Carried

6.0 Approval of the Minutes of Annual General Meeting, held June 5, 2024

Motion 2024-11-28-02: Be it resolved that the minutes be approved as amended.

Londenderry / Rosslyn

Carried

A correction was brought forth by Oak Hills.

7.0 Board Member Elections

To begin, J. Parsonage introduced Giselle General, the VP Internal and Jasper Place District Representative to speak to her experience on the EFCL Board. G. General emphasized the importance and uniqueness of Edmonton's Community Leagues and how it has felt to be a part of big picture decisions and bridging those decisions with on the ground experiences. She talked about how fulfilling it has been to take part in the Community League movement and advocating for her area before ending by asking those present to consider running for elections.

J. Parsonage then introduced Sharon Simper from Neighbourhood Services, to run elections in Northwest, Northwest, Central, Southeast, Southwest Henday, and Whitemud. S. Johnston confirmed quorum for Northeast, Northwest, Southeast, and Whitemud.

S. Simper then began elections,

- Northwest - When asked for a nominee, J. Parsonage put forward Kemoh Mansaray for reelection on behalf of the Board Development and Nominations Committee. With no nominations from the floor, K. Mansaray was acclaimed.
- Northeast - When asked for a nominee, J. Parsonage put forward Steve Gaudet for reelection on behalf of the Board Development and Nominations Committee. With no nominations from the floor, S. Gaudet was acclaimed.



- Southeast - When asked for a nominee, J. Parsonage put forward Irene Wood on behalf of the Board Development and Nominations Committee. With no nominations from the floor, I. Wood was acclaimed.
- Whitemud - When asked for a nominee, J. Parsonage put forward Darryl Tapper on behalf of the Board Development and Nominations Committee. With no nominations from the floor, D. Tapper was acclaimed.

S. Simper checked back in about quorum for Central and Southwest Henday and S. Johnston confirmed that quorum had been met for both. At this point there was a question from Sherbrooke Community League regarding the time requirement for board members and J. Parsonage clarified the meeting schedule and time commitments.

- Central - With no names put forward by the Board Development and Nominations Committee and no nominations from the floor the position will remain vacant for now.
- Southwest Henday - With no names put forward by the Board Development and Nominations Committee and no nominations from the floor the position will remain vacant for now.

J. Parsonage welcomed new and returning board members.

8.0 Presentation of EFCL Strategic Plan for 2025 - 2030 and highlights for 2025

EFCL's Executive Director, Laura Cunningham-Shpeley, updated members regarding the strategic planning process facilitated by Pieter de Vos. Pieter has worked with EFCL staff to identify themes and trends, explored the needs of Leagues, and collaborated on a survey which was sent to Leagues over the summer. The survey responses show concerns regarding shifts in volunteerism, constraints of city budgets, member recruitment and engagement, covering operating costs of facilities, rising poverty rates, and social disorder. The supports Leagues identified as having accessed in the last year included membership support, board development and governance, mentorship cafes, Green Leagues, and community planning. With all of this there were some potential opportunities created for the board to explore including engaging renters and condo owners, engaging younger generations, attracting newcomers to Leagues.

From this the board identified 4 key strategic directions

1. Advocacy
2. Outreach and Engagement



3. Community Connection
4. Organizational Resiliency

With these four pillars EFCL will develop a strategic plan for the next 5 years.

As for other updates, L. Cunningham-Shpeley updated members on facility assessments, with 69 completed in 2024. EFCL also advocated for an additional \$475000 for CLIP and is working on a new CLOG formula. EFCL is also planning workshops and cafes on a yearly cycle and will be releasing the calendar for this year's workshops shortly. Lastly, on the topic of engagement this year saw 1344 registrants in events, 33 workshops, 15 district meetings, 19 new Friends and Neighbours, and the AGM had its Opportunity Fair.

9.0 Decision Items

9.1 Ratification of 2025 EFCL budget

J. Parsonage invited Treasurer S. Gaudet to discuss the 2025 budget and he presented the highlights which included a slight increase in base operational funding from the City of Edmonton, a small decrease to Green Leagues funding, infrastructure assessment funding decreases, increases in sponsorships, and a new crowdfunding strategy. A few things driving costs are the shift to new space at Jerry Forbes, more support for Leagues in crisis, and inflation. Additionally, the greening of computers has decreased IT costs, and some salaries were increased to keep compensation competitive. S. Gaudet then predicted a slight decrease in both income and expenses resulting in a small surplus for 2025.

- **Question** from Sherbrooke regarding whether Resound fees were a revenue stream for EFCL or something paid out as an expense. Staff clarified that there is a slight amount collected by EFCL to handle the processing of the Group memberships and the rest is paid out as an expense.
- **Question** from Holyrood asking for clarification around the expenses around Code of Conduct complaints. S. Gaudet explained that there were a few complaints this year that required investigations by third parties and legal support so the budget has been adjusted to accommodate that.
- **Question** from Sherbrooke regarding whether there would be a new educational module for boards to address the new Code of Ethics and complaints. Staff clarified that once the Code of Conduct rewrite is complete EFCL will be



launching an education campaign. EFCL also recommends that boards develop their own codes that members sign every year to help prevent issues.

- **Question** from Wìhkwêntôwin regarding whether the complaints were against EFCL board or staff. It was clarified that these complaints were against Leagues.

Motion 2024-11-28-03: Be it resolved that the 2025 EFCL budget is approved.
Sherbrooke / Calder **Carried**

9.2 Appointment of Auditor for 2024 Audit

S. Gaudet then went on to explain that EFCL has worked with the same auditor for many years and for consistency is recommending staying with Metrix group for the 2024 audit. However they will also be putting out a request for proposals for 2025 for the sake of due diligence and to see if there are other providers who could work.

Motion 2024-11-28-04: Be it resolved that Metrix Group be appointed as the EFCL Auditor for the 2024 audit.
Cloverdale/ Wìhkwêntôwin **Carried**

10.0 Update on new CLOG Funding Formula

S. Gaudet began the CLOG presentation with some background on where this process began, stating that EFCL has been discussing a change to the CLOG formula since Councillor Rutherford put forward a motion back in 2022 that articulated the concern that the CLOG calculation had not been changed in some years and did not include any type of equity component, which is a requirement with all other City grants. S. Gaudet then gave a brief overview of the current CLOG formula with its base amount of \$4900 plus per capita amount based on population, and that it currently doesn't factor in actual expenses or account for amenities or programs. The current formula also gives a disproportionate amount to some Leagues with some receiving more than 100% of their operating expenses and others getting less than 5%.

Next, L. Cunningham-Shpeley introduced Sian Svendsen and James Thompson from the City of Edmonton to present the proposed changes to the CLOG formula.



S. Svendsen began with setting context regarding the importance of supporting Community Leagues as well as bringing CLOG into line with other City of Edmonton grant processes as recommended by an auditor.

L. Cunningham-Shpeley presented the original proposal after conversations this spring which would increase the base amount to \$6400, create two envelopes of funding for engagement and facilities, and have a cap of \$50 000. This formula came from the surveys Leagues filled out in 2023. Going forward, key principles for the grant are that the application process should be simple, the grant should remain flexible in how it can be used by Leagues, and it should encourage Leagues to engage residents through programs and events.

S. Svendsen continued by stating that funding shouldn't exceed eligible expenses, should ensure consistency, and increase accountability and equity, and that the actual expenses incurred by Leagues needs to be considered.

From here, L. Cunningham-Shpeley discussed the newest formula proposal, which would include prior year's eligible expenses, assessment of programs/events/population, a minimum award of \$12000, and a maximum of \$50000 not to exceed 100% of expenses.

Next, S. Gaudet went over a few examples of options that guided the recommendations. The formula needed to acknowledge that there are basic costs to running a league with or without facilities and the \$12000 minimum would provide Leagues with \$1000 a month. This will ensure that all Leagues fall between 10-100% of expenses with none exceeding 100%. He emphasized that given the relationship between the City of Edmonton, the EFCL and Leagues, the EFCL Board feels that this work together has been done in good faith, in a manner that has reviewed existing data, listened to the needs of Leagues across the city, and is responsive to the changing needs of Leagues.

- **Question** from Oak Hills for clarification about the need to align with other grants and if that was for other volunteer run organizations. James Thompson responded that the other grants are for nonprofit organizations, both volunteer driven and those with staff
- **Question** from Beverly Heights about counting participants when reporting for clog and if they should be looking at unique participants or counting repeats across programs. J. Thompson clarified that they should count unique participants.



- **Question** from Glastonbury regarding what year the population data be from. J. Thompson responded that it will be the most current census data to which Glastonbury followed up by asking if fast growing Leagues were at a disadvantage. L. Cunningham-Shpeley explained that the formula looks more at expenses compared to population. S. Gaudet added that there will possibly be a reduction to those Leagues' funding that some of those big Leagues were the ones getting more than they could spend.
- **Question** from Highlands about whether counting unique participants would be cumbersome with events like festivals. L. Cunningham-Shpeley acknowledged that that would be difficult, and that what is considered a program and an event will be clarified. She added that the priority would be the operating expenses and therefore could be more around the number of programs and events.
- **Question** from Secord regarding how this helps Leagues that are either very large with high expenses or smaller with no facilities and lower expenses, will Leagues be tempted to spend more in order to weight the new CLOG formula in there favour? J. Parsonage added that even without amenities, things like storage units are part of operating expenses. She then added that under the current formula, Leagues with big populations were getting more money and ones with less people but with facilities that cost money not getting enough and potentially needing to close down. By considering more than just population, this formula aims to increase equity and allows Leagues to stay open and engaged with their communities.
- **Question** from Cumberland regarding stability and how Leagues can budget from year to year if things like expenses fluctuate. J. Parsonage agreed that the new formula will take some getting used to and that Leagues should budget conservatively based on last year's expectations and they you get more they can use it to do additional work. S. Guadet added that it's going to be made clear what expenses are eligible and that question is why there is the proposed \$12000 floor to smooth things out. With a higher floor it reduces the weight of other factors. S. Svendsen reminded participants that the current formula currently isn't in line with other grant programs through the city.
- **Comment** from Fulton Place that they think this will be more equitable, saying that last year they got close to \$12000 and their utilities are around \$16000. They have zero flex money so this will be helpful.
- **Comment** from Oak Hills regarding thinking that grouping Community Leagues with nonprofits isn't equitable as nonprofits have paid staff resulting in a



difference in expertise and time. so there's a difference in expertise and time. L. Cunningham-Shpeley clarified for participants that the CLOG is just for Community Leagues. J. Thompson added the City's other operating grants are based on formulas that are similar to what is being discussed for 2026 but with much smaller amounts than the CLOG. One of the things identified through the auditor is the municipal funding arrangement requires consistency.

- Question from Spruce Ave about whether revenue, such as Community Leagues that are more profitable or get more bookings or sponsorship are taken into account. L. Cunningham-Shpeley clarified that this is about what is being spent on operating expenses, the costs to run your hall and do your programs and events, not the revenue side. J. Thompson agreed and explained that the revenue side isn't factored in as that can't be done without making it extremely cumbersome on Leagues for reporting and too time consuming to report with enough detail.
- **Question** from Edgmont about how sponsorship affects the CLOG. L. Cunningham-Shpeley reiterated that revenue isn't being factored in.
- **Question** from Cumberland about what the amounts for Leagues are estimated to be. L. Cunningham-Shpeley explained that when Leagues get their CLOG award it will also say how much they would have received under the new formula.

11.0 Notice of Motion: Approval of the Community League Code of Conduct

11.1 Breakout Rooms for Code of Conduct Conversation

J. Parsonage provided some background on the Code of Conduct process and reasoning beginning with the importance of listing obligations that all Leagues need to undertake in order to operate effectively, cooperate with each other, and maintain trust. Additionally, the Code is meant to uphold the dignity and integrity of all Community Leagues and the League movement. Despite updates over time, the Code has not been amended since 2012. J. Parsonage then clarified that the Code applies to Leagues as governed by boards, not to individuals, and will be administered by EFCL on behalf of Leagues. She then explained how the breakout rooms would work and participants broke off for discussion.

12.0 Termination 9:00pm

J. Parsonage called the meeting to a close at 8:57pm.



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