



City Council - Non-Regular - Agenda

Date: Monday, March 10, 2025
Time: 1:30 p.m. - 9:00 p.m.
Location: Council Chamber, 2nd floor, City Hall

Call to Order: 1:30 p.m.
Recess: 3:30 p.m. - 3:45 p.m.
Dinner: 5 p.m. - 6 p.m.
Adjournment: 9 p.m.

Deputy Mayor: A. Salvador
Acting Mayor: A. Knack

Please note: Members of the public may choose to participate at Council and Committee meetings in person or remotely. You can request to speak up until your item has been dealt with. The public is invited to view in-progress meetings online via the Agenda, Council on the Web or City Council's YouTube Channel.

For additional information, contact the Office of the City Clerk at (780) 496-8178.

Pages

1. **Call to Order and Related Business**
 - 1.1 Call to Order and Land Acknowledgement
 - 1.2 Roll Call
 - 1.3 Adoption of Agenda
 - 1.4 Protocol Items
2. **Items for Discussion and Related Business**
 - 2.1 Select Items for Debate
 - 2.2 Vote on Reports not Selected for Debate
 - 2.3 Requests to Speak
Refer to Summary of Agenda Changes
 - 2.4 Requests for Specific Time on Agenda
Refer to Summary of Agenda Changes
 - 2.5 Vote on Bylaws not Selected for Debate

3.	Reports to be Dealt with at a Different Meeting	
	None	
4.	Requests to Reschedule Reports	
	None	
5.	Public Reports	
5.1	Edmonton Historical Board - 2024 Annual Report and 2025 Work Plan	3
5.2	Naming Committee - 2024 Annual Report and 2025 Work Plan	27
5.3	Edmonton Salutes Committee - 2024 Annual Report and 2025 Work Plan	51
5.4	Edmonton Design Committee - 2024 Annual Report and 2025 Work Plan	69
5.5	Community Services Advisory Board - 2024 Annual Report and 2025 Work Plan	99
5.6	Accessibility Advisory Committee - 2024 Annual Report and 2025 Work Plan	125
5.7	Energy Transition Climate Resilience Committee - 2024 Annual Report and 2025 Work Plan	151
5.8	Edmonton Transit Service Advisory Board - 2024 Annual Report and 2025 Work Plan Addendum - Attachment 2	173
5.9	City of Edmonton Youth Council - 2024 Annual Report and 2025 Work Plan	197
5.10	Women's Advisory Voice of Edmonton Committee - 2024 Annual Report and 2025 Work Plan	247
5.11	Edmonton Combative Sports Commission - 2024 Annual Report and 2025 Work Plan	289
6.	Bylaws	
	None	
7.	Private Reports	
	None	
8.	Motions Pending	
	None	
9.	Notices of Motion and Motions without Customary Notice	
10.	Adjournment	



EDMONTON HISTORICAL BOARD - 2024 ANNUAL REPORT AND 2025 WORK PLAN

RECOMMENDATION

That the Edmonton Historical Board's request to establish four sub-committees for the 2025 Work Plan, as outlined in Attachment 3 of the March 10, 2025, Office of the City Clerk report OCC02861, be approved.

Report Purpose

Decision required

REPORT

In accordance with Bylaw 18156, Council Committees Bylaw, this report provides the Edmonton Historical Board (EHB)'s annual update, including the previous year's work plan, resource allocations, and the proposed work plan for the upcoming year.

2024 Annual Report

The 2024 Annual Report provides a summary of EHB's work over the past year, including:

- Goals and Accomplishments - key results and progress
- Meeting Summary - key topics and motions addressed during meetings
- Reports and Communications to Council - formal submissions and recommendations

2024-2025 Resource Information

The 2024-2025 Resource Information outlines the fiscal and human resources used in 2024 and projects the resource requirements for 2025.

2025 Work Plan

The 2025 Work Plan provides goals for 2025, which align with EHB's mandate and Council's strategic objectives. It includes:

- 2025 Goals and Action Items - key focus areas and steps required to achieve each goal
- Expected Outcomes - anticipated impacts and benefits of the planned work

EDMONTON HISTORICAL BOARD - 2024 ANNUAL REPORT AND 2025 WORK PLAN

- Collaborating Partners/Stakeholder - other groups and stakeholders involved in achieving the goals

Sub-Committee Request

EHB is seeking Council's approval to establish four sub-committees to support its 2025 goals. The sub-committee will focus on Historic Resources, Historic Plaques, Policy and Planning, and Engagement Committee. The sub-committees are meant to ensure focused expertise and to streamline Committee activities.

Further details are provided in the 2025 Work Plan (Attachment 3).

The Community Recreation and Culture branch, which provides administrative support to EHB, supports the request to establish the four sub-committees.

ATTACHMENTS

1. Edmonton Historical Board - 2024 Annual Report
2. Edmonton Historical Board - 2024-2025 Resource Information
3. Edmonton Historical Board - 2025 Work Plan

Edmonton Historical Board - 2024 Annual Report

Message from the Chair

Dear Mayor Sohi, Councillors, and Citizens of Edmonton,

On behalf of the Edmonton Historical Board, I am pleased to submit our 2024 Annual Report. Included in the report, you'll find a summary of this past year's activities of the Board and our work to deliver on our mandate to promote and advocate for the preservation of Edmonton's heritage.

The Edmonton Historical Board (EHB) is established as a Council Committee under the Edmonton Historical Board Bylaw (Bylaw 20674). The mandate of the EHB is to:

- provide advice to Council regarding matters relating to City of Edmonton historical issues and civic heritage policies; and
- encourage and promote the preservation and safeguarding of historical properties, resources, communities, and documentary heritage.

The EHB has a strong connection to the history of this city. The Board's timeline stretches back to 1947 with the creation of the Archives & Landmarks Committee then renamed the Edmonton Historical Board in 1966. In our 75-year history, we have been at the forefront of preserving the history and memories of our city. From the first register of historic resources in 1984 to the present, the City has now identified over 1,000 historic properties, landmarks, and features across the city, and has protected over 160 Municipal Historic Resources. For our part, the Board has been pleased to support this process, recommending unique properties for the Inventory of Historic Resources, those then becoming eligible for designation as Municipal Historic Resources. While our focus on conservation only grows with the passage of time, the pressures threatening the preservation of heritage resources remain the same.

This was the fourth year since the re-organization of the Board's committees and their areas of focus. This streamlining of work is realizing success with an enhanced emphasis on Council's mandate for the Board to provide advice on historical issues and the city's-built heritage. Most of the Board started their appointments in 2021 in the deepest part of the pandemic and we have four new members that started their two-year term this past year. I feel that the Board now has a better understanding of the issues, the processes that we utilize, the challenges that we face and the opportunities in front of us. The Board is

Attachment 1

mindful of the vast diversity of stories and heritage that are woven through thousands of years of history in Edmonton. Over the past several years we have taken several positive steps forward, including engagement with the broader community and experts to provide us with advice and meaningful recommendations on the path forward. We are currently working with the Edmonton Heritage Council and the City of Edmonton in looking at ways we can work together more effectively.

In this past year, our sub-committees have worked diligently to meet our mandate. We continue to build our relationship with Council, Administration and heritage partners including the Edmonton Heritage Council and Edmonton & District Historical Society. I am particularly excited about our Planning and Policy Committee's work on a number of new ideas and our Historical Plaques Committee's work on our website rebuild.

We also have a new Historian Laureate, Donna Coombs-Montrose who is involved in a number of projects and we look forward to working with in the future.

In July 2024, we held the Historical Plaques Presentation in unison with the Edmonton and District Historical Society's Historic Festival and Doors Open Event. The celebration was held at the newly designated St. Luke's Anglican Church and highlighted the presentation of eight new plaques to newly designated buildings. There were also presentations that explained the mandate of the Edmonton Historical Board, its rich history and the process of having a heritage building designated as a Municipal Historic Resource. It was exciting to see the well attended event go extremely well.

In the coming year, we expect to refine our processes and structure, create new pathways for citizen engagement, increase the collaboration with the Edmonton Heritage Council and other stakeholders, and launch several initiatives to better support and advise Council on the conservation of Edmonton's heritage. Our heritage is our legacy. Protecting that legacy is our responsibility to you and the citizens of Edmonton. I thank my Board colleagues for their dedication to this task, and as always, we look forward to future engagement with you to fulfill that mandate.

Respectfully yours,

A handwritten signature in dark ink, appearing to read 'S. Lee' or similar, written in a cursive style.

Stephen Rees
Chair, Edmonton Historical Board

Purpose of the Annual Report

This annual report has been developed to meet the requirements of Bylaw 18156 - Council Committees Bylaw, which sets out the annual reporting requirements for Council Committees. Under Bylaw 18156, all Council Committees will:

- Report to Council at least annually.
- Approve a work plan that aligns with Council's strategic objectives and the Council Committee's mandate, including a reporting of what resources were provided in the previous year and the anticipated resource requirements for the upcoming year.
- During its annual report to Council, present the work plan as well as a summary of the status of the previous year's work plan.

Report on 2024 Work Plan Goals and Accomplishments

Goals and Results	
Goal 1	Advising Council on historic resources that should be added to the Inventory as well as building greater awareness of City of Edmonton historical issues and civic heritage policies while communicating about emergent issues and priorities with Council.
Key Results	<ul style="list-style-type: none">• Increased awareness among the Board's members on good governance and the Board's role in supporting Council to achieve its key priorities.• HRRP evaluated and then added six historic buildings and one landscape to the Inventory.• The Board also advised Council on five other heritage preservation issues through letters to Council members and discussions with our Council Advisor(s)
Summary of Progress	<ul style="list-style-type: none">• The Board held two meetings to discuss alignment of heritage interests with the Edmonton Heritage Council (EHC) with City and EHC Council representatives on how to best meet the needs of the

Attachment 1

	<p>community and provide significant insights to Council.</p> <ul style="list-style-type: none"> • The Board submitted six letters to Council advising on the preservation of different properties.
Goal 2	<ul style="list-style-type: none"> • Supporting the preservation and promotion of built heritage in Edmonton.
Key Results	<ul style="list-style-type: none"> • Distributed at the recognition ceremony eight historic plaques for owners of designated properties. • Completed the nomination process for the next year's plaques. • Held an information session on the preservation of historic buildings and the designation process as part of the Open Doors festival.
Summary of Progress	<ul style="list-style-type: none"> • Researched, wrote in collaboration with the owners, produced, and coordinated the installation of eight historic plaques around Edmonton. • Planned for and facilitated the annual Historic Plaque Presentation Ceremony (47 ceremonies to date) with City Councillors and Alberta MLAs in attendance.
Goal 3	Promoting Edmonton's history.
Key Results	<ul style="list-style-type: none"> • Added content to the Board's website detailing structures, neighbourhood, and architectural styles found in Edmonton's Historic Resources. • Policy and Planning Committee has been working on two new projects: one to map Edmonton's hidden histories and another to build a network of heritage organizations to meet and share experiences.
Summary of Progress	<ul style="list-style-type: none"> • Four additional structures were added to the website (two structures and two neighbourhoods) and the Board has planned for future additions. • Policy and Planning Committee has identified stakeholders to be included in the network meeting to be undertaken in 2025. • Research on IT resources and consultants has been undertaken for the mapping project.
Goal 4	Support for the Historian Laureate
Key Results	<ul style="list-style-type: none"> • Successfully ran a nomination process and held interviews with three candidates before selecting Donna Coombs-Montrose as the 2024-2026 Historian Laureate.

Attachment 1

	<ul style="list-style-type: none">• Completed an orientation and work plan for the first year term.• Received two quarterly reports from Donna on her activities.
Summary of progress	<ul style="list-style-type: none">• Held two public events as well as the Council protocol item (August 20, 2024).• Smaller events with presentations on local history held for various community and social clubs and business learning activities including the Alberta Labour History Institute, Edmonton Public Library, local schools, and teaching at City Hall School.• Participation and then leading public trivia events sponsored by the Edmonton Heritage Council's ECAMP: Edmonton: City as Museum Project - the second focusing on black history as a precursor to Black History month activities she will be leading and participating in.• Made presentations to the Board and Edmonton Heritage Council (EHC).• Attending conferences and political meetings and summits like the Building Inclusive Communities a Common Vision (in Edmonton).• Planning for Black History Month activities at Royal Alberta Museum (RAM) and served as Adjudicator for Black History Month oversight committee.

In addition, the following was also completed by EHB:

- The EHB took part in the Doors Open Historic Edmonton Festival event in July sponsored by the Edmonton and District Historical Society with over 50 heritage and community partners.

Attachment 1

2024 Meeting Summary – Key Topics and Motions Meeting Summary

Meeting	Summary - Key Topics and Motions
January	<ul style="list-style-type: none"> - Heritage Conservation Unit Report was presented. - The eight 2023 Designations were presented and discussed. <ul style="list-style-type: none"> - Magrath Mansion (6240 Ada Boulevard) - The Boardwalk (10310 - 102 Avenue) - Revillon Building (10310 - 102 Avenue) - Hawrelak Park Pavilions (9330 Groat Road): <ul style="list-style-type: none"> - Main Pavillion - Boat House - Picnic Shelter 1 - Picnic Shelter 2 - Picnic Shelter 3 - Mitchell Norenberg hired and introduced as the new EHB Coordinator. - Motion passed: that the Gilpin Residence (10525 - 129 Street) be added to the inventory of Historic Resources in Edmonton. - Motion passed: The EHB to work with EDHS to have one evening during the Doors Open Event to present the plaques which will include a presentation on historic designation.
February	<ul style="list-style-type: none"> - The City decided to terminate the current Strathcona Public Market building (10325 - 83 Avenue) tenant's lease due to conditions with the structural components of the building. EHB unanimously agreed that it will draft and send a letter to City Council identifying concerns and advising the preservation of the building. - 2023 Annual Report submitted to City Council.
March	<ul style="list-style-type: none"> - Harrison Sheremeta reported on the two City Council meetings he attended on March 5 and 6. Council inquired about the Board's thoughts on the potential EHB/Edmonton Heritage Council alignment - Harrison answered that it was nothing the Board fully supported right now as more investigation is required. - Discussed Council decision not to defund the EHC due to community support. - Recruitment efforts for Historian Laureate.
April	<ul style="list-style-type: none"> - Hangar 11 April 22, 2024 fire - historic plaque manufacture placed on hold. - Historian laureate Interviews were conducted on April 2, 2024 - Donna Coombs-Montrose successful candidate.
May	<ul style="list-style-type: none"> - Welcome was made for new members: Michael Aytenfis, Mark Minenko,

Attachment 1

	<p>Kyle Schole, and Vanessa Zembal.</p> <ul style="list-style-type: none"> - Motion passed: recommend Alexander Circle (13301 - 103 Avenue) be added to the Inventory of Historic Resources in Edmonton and that consideration be given to including the trees bordering the park space in the road right of way in the property description prior to designation.
June	<ul style="list-style-type: none"> - Field Log House (11305 - 68 Street): designated as a Municipal Historic Resource by Council on June 11. - Motion passed: to recommend having the Nonnecke Residence (9402 - 95 Street) be added to the Inventory of Historic Resources.
August	<ul style="list-style-type: none"> - Former Royal Alberta Museum Demolition Letter asking Council to again contact the Alberta infrastructure minister and request them to rethink the demolition discussed. - Motion passed: recommendation letter to designate the Archbishop's Palace (10044 - 113 Street NW) as a Municipal Historical Resource under Part 3, Section 26 of the <i>Alberta Historical Resources Act</i> as the financial compensation required under Part 3, Section 28(1) may be limited given the permitted uses in the existing Urban Facilities Zone. - Motion passed: the Policy and Planning Committee make a recommendation to the Board's next meeting to send a letter of support for the River Valley Planning Modernization Initiative. Motion passed: that the Policy and Planning Committee recommend that the Edmonton Historical Board establish a working group with City Administration to explore the option of realigning its work into that of the Edmonton Heritage Council. - Two ghost plaque nominations received and approved: Edmonton International Speedway (between 14416 - 130 Street and 14420 - 130 Street) and Campbell's Furniture Exchange (10135 - 100A Street). - Updating the EHB's land acknowledgment.
September	<ul style="list-style-type: none"> - Request for acknowledgement of receipt of the Former Royal Alberta Museum Building Letter (August 30, 2024) submitted to the Mayor and City Council. - Behrends manufactured historic plaques received and installation being coordinated.
October	<ul style="list-style-type: none"> - Councillor Sarah Hamilton appointed as the new Councillor Liaison to the EHB - replacing Councillor Anne Stevenson. Motion passed: that the Tusor Residence (10965 - 125 Street NW) be added to the Inventory of Historic Resources. - Motion passed: that Harcourt House (10215 - 112 Street NW) be added to the Inventory of Historic Resources.

Attachment 1

	<ul style="list-style-type: none"> - Motion passed: Approval of \$12,500 USD for David Panzarella, President of Devenio, to work on and complete his Discovery and Backend Migration recommendations for the EHB website by the end of 2024. - Donna Coombs-Montrose, Historian Laureate, provided a report on her recent Halifax conference as well as an update on other projects she is working on.
November	<ul style="list-style-type: none"> - The updated 2024 EHB budget report was presented and discussed. - Motion passed: motion: that the Board Chair and Chair of the Policy and Planning Committee initiate discussions with the MacLab Development Group to determine the group's future plans for the site and potentially sponsor and fund the development of a permanent location to house Edmonton's historical groups on the current Gold Mark Bar site farm house and surrounding area. - Motion passed: that the administration donate the EHB records to the City of Edmonton Archives as per the record retention schedule, of administrative minutes, reports, and other material dated between 2005-2022 ready for archiving.

Membership and Appointment Information

Edmonton Historical Board (EHB) 2024-25 Membership List			
Name	Appointed	Term Ends	Max Term
Michael Aytenfisu	May 1, 2024	Apr 30, 2026	2032
John Beamish	May 1, 2022	Apr 30, 2026	2030
Joshua Budinski	May 1, 2022	Apr 30, 2026	2030
Elizabeth Cytko	May 1, 2021	Apr 30, 2026	2029
James McTague	May 1, 2019	Apr 30, 2024	2027
Mark Minenko	May 1, 2024	Apr 30, 2026	2032
Stephen Rees - Chair	May 1, 2021	Apr 30, 2024	2029
Kyle Schole	May 1, 2024	Apr 30, 2026	2032
Harrison Sheremeta - Vice Chair	May 1, 2021	Apr 30, 2024	2029
Darren Wagner	May 1, 2023	Apr 30, 2025	2031
Vanessa Zembal	May 1, 2024	Apr 30, 2026	2032

Reports and Communications

Reports by EHB to Council:

1. Not applicable.

Correspondence submitted to Council:

1. OP12 Heritage Grant Program Cancellation Option Letter - February 2, 2024.
2. 1909 Strathcona Public Market Building Letter - March 11, 2024.
3. Joint District Planning Letter - June 22, 2024.
4. Former Royal Alberta Museum Building Letter - August 30, 2024.
5. Archbishop's Palace Designation Recommendation Letter - August 30, 2024.
6. River Valley Planning Modernization (RVMP) - September 1, 2024.
7. Former Royal Alberta Museum Building Letter (August 30, 2024) request for acknowledgment of receipt - September 26, 2024.

EHB requests to speak to a Standing Committee of Council:

1. Attendance with Edmonton Heritage Council at City Council (EHC) meeting around the alignment of the mandates and functions of the Board and EHC. - March 5, 6, 2024.
2. Elizabeth Cytco represented the EHB at the Council protocol item recognizing the appointment of the new Historian laureate. - August 20, 2024.

Edmonton Historical Board - 2024-2025 Resource Information

Administration's support of the Edmonton Historical Board is funded from the Community Recreation and Culture Branch operating budget.

Resources	2024 Projected	2024 Actual	2025 Projected
Expenditures			
Honorarium	\$11,000.00	\$12,600.00	\$12,600.00
Meetings and Events			
- Board meetings	\$500.00	\$250.00	\$ 250.00
- Plaque reception	\$2,000.00	\$135.00	\$ 2,000.00
- Elder honorarium for reception	\$500.00	\$ 0.00	\$ 500.00
- Program design and invitation for event	\$500.00	\$0.00	\$ 500.00
- Printing and distribution of invitations, programs	\$1,000.00	\$770.00	\$1,000.00
Travel/Parking	\$50.00	\$25.00	\$50.00
Conferences/Training	\$1,500.00	\$0.00	\$1,500.00
Child, Elder and Special Needs Care for dependents	\$0	\$0.00	\$100.00
Recognition (including gifts and donations)	\$0	\$0.00	\$110.00
Office and Maintenance	\$3,000.00	\$1798.00	\$3,000.00

Attachment 2

Advertising/Publicity	\$1000.00	\$0.00	\$500.00
Community Engagement			
- Strategic planning	\$7,000	\$0.00	\$5,000.00
- Social Media	\$510.00	\$0.00	\$0.00
- Production of promotional materials	\$1020.00	\$0.00	\$500.00
Other: Plaque manufacture (includes pedestals)	\$12,500	\$25,133.00*	\$12,500.00
Other: Plaque installation	\$9,130.00	\$7,984.00	\$8,500.00
Other: Architectural Heritage Website			
- Hosting and maintenance	\$1,500.00	\$933.97	\$1,000.00
- Website refresh	\$6,225.00	\$11,846.00**	\$15,000.00
- Content creation	\$500.00	\$3,000.00	\$500.00
Other: Historian Laureate			
- Honorarium	\$7,500.00	\$7,500.00	\$7,500.00
- Program costs	\$2,500.00	\$100.00	\$2,500.00
- Travel/conferences	\$0		\$1,000.00
- Recruitment (promotion)	\$250.00	\$50.00	\$0.00
Total	\$71,125.00	\$72,124.97	\$ 76,110.00

*This amount includes deferred payments from 2023 for those plaques, as well as 2024.

**This amount is part of a three year website refresh project and an extra phase was accomplished in the first year unbudgeted.

Human Resources	2024 Actual	2025 Projected
Staff Support		
Number of FTE(s) supporting the Committee: 1	Monthly Hours of Work Low Estimate: 60 High Estimate: 80	Monthly Hours of Work Low Estimate: 60 High Estimate: 80
Total FTE(s): 1	Total Average Hours: 62	Total Average Hours: 62

Edmonton Historical Board - 2025 Work Plan

Mandate of Edmonton Historical Board (EHB)

The mandate of the Edmonton Historical Board (EHB) is to:

- (a) provide advice to Council regarding matters relating to City of Edmonton historical issues and civic heritage policies;
and
- (b) encourage and promote the preservation and safeguarding of historical properties, resources, communities, and documentary heritage.

EHB Goals for 2025

1. Goal 1: Advising Council on historic resources that should be added to the inventory as well as building greater awareness of City of Edmonton historical issues and civic heritage policies while communicating about emergent issues and priorities with Council.
2. Goal 2: Supporting the preservation and promotion of built heritage in Edmonton.
3. Goal 3: Promoting Edmonton's history.

Work Plan

Goals	Timeline	Action Items	Expected Outcomes	Partners/ Stakeholders
<p>Goal 1: Advising Council on historic resources that should be added to the Inventory as well as building greater awareness of City of Edmonton historical issues and civic heritage policies while communicating about emergent issues and priorities with Council.</p>	<ul style="list-style-type: none"> Ongoing from May 1, 2025 - April 30, 2026. 	<ul style="list-style-type: none"> Attending Council meetings where items related to Edmonton’s heritage are being discussed. Contributing to the discussion via letters to Councillors prior to the agenda item or requests to speak at Council meetings. 	<ul style="list-style-type: none"> Ensuring that the perspective of heritage preservation is represented in Council debates. Successful preservation efforts are achieved. 	<ul style="list-style-type: none"> Historian Laureate. Edmonton and District Historical Society, neighborhood / conservation / heritage organizations. Edmonton Heritage Council. Local museums and archives and their umbrella organizations (AMA and ASA). Urban Planning and Economy. Community Services.
<p>Goal 2: Supporting the preservation and promotion of built heritage in Edmonton.</p>	<ul style="list-style-type: none"> Add to the Inventory is ongoing throughout the year. Historic Plaques 	<ul style="list-style-type: none"> HRRP will continue to add to the inventory. The Historic Plaques will continue to 	<ul style="list-style-type: none"> Successfully adding items to the Inventory will be a metric. Holding a successful event 	<ul style="list-style-type: none"> Heritage planners (UPE). Owners of designated properties.

	<p>event will be July 9, 2025.</p> <ul style="list-style-type: none"> • Make nominations when appropriate will be ongoing depending on their nomination deadlines. 	<p>promote preservation via plaque programs and recognition event.</p> <ul style="list-style-type: none"> • The Board will make nominations where appropriate to recognition programs for individuals and groups who have facilitated built heritage preservation. 	<p>with plaques for designations being presented.</p> <ul style="list-style-type: none"> • Having a nomination successfully achieve the award. 	
<p>Goal 3: Promoting Edmonton's history.</p>	<ul style="list-style-type: none"> • Ongoing. 	<ul style="list-style-type: none"> • Holding stakeholder meeting with community partners in heritage preservation. • Phase one of mapping Edmonton's hidden history will be complete by year end. • Content added to 	<ul style="list-style-type: none"> • The meeting takes place and members form and strengthen the heritage network in the City. • A free online resource provided for the public. • New content added to the website, which will drive up participation on 	<ul style="list-style-type: none"> • Various heritage groups in Edmonton. • City of Edmonton Archives. • MacEwan University - Department of Humanities. • MacEwan University Careers & Experience Office.

		the EHB website. Planning on adding two structures, four neighbourhoods, two architect bios, and one architectural style, and updating Alberta Avenue and Wihkwêntôwin (formerly Oliver).	the website.	
--	--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------	--

Sub-Committees for Council's Consideration

Row	Name of the Sub-Committee	Rationale	Composition of the Sub-Committee
1	Historic Resources Review Panel	<p>The Historic Resources Review Panel (HRRP) supports the goal of reviewing applications to the Municipal Inventory of Historic Places. The sub-committee meets monthly for approximately two hours, and makes recommendations for the Board to pass at regular meetings. The sub-committee frees up time at regular Board meetings to allow the Board to focus on other priorities. Resources from administration to run these meetings include the EBH coordinator, the City Archivist, and a representative from the City Heritage Planning Unit. The HRRP grew out of the Heritage Sites Selection Committee (established in 1977), and has operated in its current configuration since the mid-1990s.</p> <ul style="list-style-type: none"> • Identify potentially viable properties for review and recommendation onto the City of Edmonton's Inventory of Historic Resources. • Support the update of the Heritage Places Strategy. 	<ul style="list-style-type: none"> • Seven subcommittee members that included three Board members. • Experts including an architect, a historian, a member of the Provincial assessment panel for heritage resources. • Two community members who are former EHB members.
2	Historic Plaques Committee	<p>The Historic Plaques Committee supports the goal of plaques creation. Since 1974, the EHB has prepared and installed interpretive plaques on buildings, building fragments, and sites of historic significance</p>	<ul style="list-style-type: none"> • Five sub-committee members and the Board Chair - no externals.

		<p>the land on which the City of Edmonton resides.</p> <p>The Historic Plaques Committee oversees the work required to complete the EHB's plaques. They met 12 times in 2024 - the frequency and length of meetings determined by the number of municipal designations which occur in any given year.</p> <p>The sub-committee frees up time at regular Board meetings to allow the Board to focus on other priorities. Resources from administration to run these meetings include the EBH Coordinator and the City Archivist.</p> <ul style="list-style-type: none"> ● Continue updating the website (www.edmontonhistoricalboard.com). ● Write text for and manufacture / install historic plaques. ● Participate in the Doors Open Historic Edmonton Festival by hosting the annual Historic Plaque Presentation Ceremony. 	
3	Policy and Planning Committee	<p>The Policy and Planning Committee (PPC) was established in 2021 to actively support the EHB's advisory role to City Council. The Committee's primary focus is to assist the EHB in coordinating and</p>	<ul style="list-style-type: none"> ● One community member with a background in Planning. ● Four Board members,

		<p>conducting research, synthesizing and articulating a proactive policy agenda and platform of recommendations on heritage policy and planning Matters.</p> <p>The Committee also:</p> <ul style="list-style-type: none"> • Assesses city planning and policy reports for alignment to the Heritage Resource Management Plan (HRMP), • Develops and maintains an EHB Heritage Policy Agenda and platform of recommendations, • Coordinates policy research activities and engagement with heritage partners and other stakeholders, as needed. <p>The PPC meets monthly for up to two hours, and brings recommendations to the Board. The sub-committee frees up time at regular Board meetings to allow the Board to focus on other priorities. Resources from administration to run these meetings include the EBH Coordinator and the City Archivist.</p> <ul style="list-style-type: none"> • ID Edmonton’s hidden historical treasures (e.g. underground streetcar ties) and map sites on a publicly available digital map. 	<p>including the Board Chair.</p>
--	--	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------

		<ul style="list-style-type: none"> Recognize the efforts of various Edmonton groups and organizations through the Stakeholder Information Working Group 	
4	Engagement Committee	<p>The Engagement Committee was established in 2021, after the Edmonton Historical Board (EHB) completed an extensive review of the mandate, activities, and committees.</p> <p>The Committee’s primary focus is for communicating Board positions, recommendations, feedback, and coordinating formal advice to City Council, Council Committees and City of Edmonton Administration, as well as coordinating communications and engagement with stakeholders and the media when required.</p> <ul style="list-style-type: none"> Coordinate the work of the Board. Establish agenda. Monitoring budget. 	<ul style="list-style-type: none"> Four members - Chairs of the sub-committees and EHB Chair.



NAMING COMMITTEE - 2024 ANNUAL REPORT AND 2025 WORK PLAN

RECOMMENDATION

That the March 10, 2025, Office of the City Clerk report OCC02867, be received for information.

Report Purpose

Information only

REPORT

In accordance with Bylaw 18156, Council Committees Bylaw, this report provides the Naming Committee (NC)'s annual update, including the previous year's work plan, resource allocations, and the proposed work plan for the upcoming year.

2024 Annual Report

The 2024 Annual Report provides a summary of NC's work over the past year, including:

- Goals and Accomplishments - key results and progress
- Meeting Summary - key topics and motions addressed during meetings
- Reports and Communications to Council - formal submissions and recommendations

2024-2025 Resource Information

The 2024-2025 Resource Information outlines the fiscal and human resources used in 2024 and projects the resource requirements for 2025.

2025 Work Plan

The 2025 Work Plan provides goals for 2025, which align with NC's mandate and Council's strategic objectives. It includes:

- 2025 Goals and Action Items - key focus areas and steps required to achieve each goal
- Expected Outcomes - anticipated impacts and benefits of the planned work
- Collaborating Partners/Stakeholder - other groups and stakeholders involved in achieving the goals

NAMING COMMITTEE - 2024 ANNUAL REPORT AND 2025 WORK PLAN

ATTACHMENTS

1. Naming Committee - 2024 Annual Report
2. Naming Committee - 2024-2025 Resource Information
3. Naming Committee - 2025 Work Plan

Naming Committee - 2024 Annual Report

Message from the Chair

Dear City Council,

I am writing to highlight the contributions that the Naming Committee have made in shaping Edmonton's urban landscape through the thoughtful and inclusive naming of Edmonton's public assets. Our work has been dedicated to fostering a sense of place that reflects Edmonton's rich ecological and cultural diversity, local Indigenous histories, and evolving identity as a vibrant metropolitan center.

Over the past year we have collaborated with municipal officials, community organizations, and Indigenous leaders to ensure that Edmonton's public spaces tell the stories of those who have shaped and continue to shape our city. Names such as Wîhkwêntôwin and Bhai Jagir Singh Ji Park reflect the cultures and peoples that influence Edmonton while names like Elderberry Close and Elk Crescent represent local flora and fauna. This combination of approaches, naming places for people and cultures combined with flora and fauna, is a reflection of a strong naming policy focused on reflecting the immense diversity of Edmonton through the weaving of a mosaic of place names.

This approach to place naming, through policy and practice, highlights the importance of collaboration, community engagement, and working towards reconciliation. By working closely with Indigenous and other community leaders, and through the development of naming policies and processes that support community engagement, culturally-sensitive, community-involved re-naming and Indigenous naming processes, we are ensuring the future success of the naming committee.

As Edmonton continues to grow and evolve, we remain committed to supporting initiatives that further our city's dedication to diversity, reconciliation, and meaningful representation in place naming. We welcome the opportunity to continue collaborating with the City Council and the broader Edmonton community to ensure that Edmonton's public spaces honour its history while embracing its future.

Sincerely,

Matthew Dance

Purpose of the Annual Report

This annual report has been developed to meet the requirements of Bylaw 18156 - Council Committees Bylaw, which sets out the annual reporting requirements for Council Committees. Under Bylaw 18156, all Council Committees will:

- Report to Council at least annually.
- Approve a work plan that aligns with Council's strategic objectives and the Council Committee's mandate, including a reporting of what resources were provided in the previous year and the anticipated resource requirements for the upcoming year.
- During its annual report to Council, present the work plan as well as a summary of the status of the previous year's work plan.

Mandate of Naming Committee (NC)

The mandate of the Committee is to name the City's development areas, parks, municipal facilities, roads, honorary roads, and wards, in accordance with, and subject to any exemptions or restrictions imposed by City Policy.

Report on 2024 Work Plan Goals and Accomplishments

1. Support and promote the new neighbourhood name of Wîhkwêntôwin
2. Government Centre LRT Station renaming
3. Complete the City of Edmonton Place Name Dataset and publish the data on the City of Edmonton's Open Data Portal
4. Review all the names once the Names dataset is complete for metadata accuracy and appropriateness
5. Develop a culturally-sensitive, community-involved re-naming process
6. Develop a mechanism to offer ongoing community engagement tied to outreach and education
7. Conduct an assessment to formally identify barriers to citizens' access to the naming process
8. Severing the relationship between the Naming Municipal Assets Policy C509C and the Facility Name Sale Policy C477A
9. Develop an Indigenous naming process
10. Review the structure of the Names Reserve List

Goal 1	Support the renaming of Wîhkwêntôwin Neighbourhood
Key Results	<ul style="list-style-type: none"> • The Naming Committee with the Oliver Community League presented its recommendation of renaming Oliver to Wîhkwêntôwin to Urban Planning Committee on February 7, 2024 • During City Council's February 21, 2024 meeting, City Council approved the renaming recommendation
Summary of Progress	<ul style="list-style-type: none"> • The renaming approval was the end result of four years of consultation by the Oliver Community League and its Renaming Circle • The renaming process was supported by Indigenous Elders in consultation with the Renaming Circle, which together discovered a new name for the neighbourhood. • The renaming approval also includes the renaming of the Arena, Pool, Park and future LRT Stop at 116 Street and 104 Avenue • Oliver School was later renamed to Wîhkwêntôwin School • Edmonton Transit System (ETS) buses and maps made changes effective September 1, 2024 • All internal systems and maps were officially updated on October 30, 2024

Goal 2	Government Centre LRT Station renaming
Key Results	<ul style="list-style-type: none"> • The Government Centre LRT Station renaming process continues to engage with Elders and leaders in the Indigenous Community
Summary of Progress	<ul style="list-style-type: none"> • The Indigenous Relations Office hosted a conference in July 2024 with Indigenous leaders • The lead consultant engaged with various community leaders, Indigenous Elders, residents, and members of Administration

Goal 3	Complete the City of Edmonton Place Name Dataset and publish the data on the City of Edmonton's Open Data Portal
Key Results	<ul style="list-style-type: none"> • The completion of the Place Name Dataset is ongoing
Summary of Progress	<ul style="list-style-type: none"> • Most names between 2003 and 2024 have been geocoded with locatable coordinates

Goal 4	Review all the names once the Names dataset is complete for metadata accuracy and appropriateness
Key Results	<ul style="list-style-type: none"> • The completion of the Place Name Dataset is ongoing
Summary of Progress	<ul style="list-style-type: none"> • Most names' biographies or write-ups between 2003 and 2024 have been reviewed • The Naming Edmonton book process had reviewed City of Edmonton names between Edmonton's early history and 2003 during a 10 year period prior to the book's publication in 2004

Goal 5	Develop a culturally-sensitive, community-involved re-naming process
Key Results	<ul style="list-style-type: none"> • The Naming Committee and Administration have engaged with Indigenous leaders and diverse members of the community
Summary of Progress	<ul style="list-style-type: none"> • The Naming Committee met with Confederacy of Treaty Six Administration's Indigenous Relations Office hosted a conference with Indigenous Elders and leaders in which several workshops and sessions focused on renamings • The lead consultant engaged with various community leaders, Indigenous Elders, residents, and members of Administration • Members of the Administration and the Indigenous Relations Office met with the Métis Nation of Alberta

Goal 6	Develop a mechanism to offer ongoing community engagement tied to outreach and education
Key Results	<ul style="list-style-type: none"> • The Naming Committee and Administration continues to engage with community leaders, Indigenous leaders, organizations and diverse members of the community
Summary of Progress	<ul style="list-style-type: none"> • The City of Edmonton Archives hosted the Naming Committee and provided a tour by the Community Archivist • Administration and the Naming Committee presented to and engaged with the MacEwan University Policy Class • The MacEwan University Policy students worked on a final class project to enhance the Naming Policy and process and presented their recommendations to the Naming Committee • Naming Committee Chair presented to the Rotary Club

Goal 7	Conduct an assessment to formally identify barriers to citizens' access to the naming process
Key Results	<ul style="list-style-type: none"> The Naming Committee and Administration continues to engage with community leaders, Indigenous leaders, University students and diverse members of the community
Summary of Progress	<ul style="list-style-type: none"> Administration and the Naming Committee presented to and engaged with the MacEwan University Policy Class The MacEwan University Policy students worked on a final class project to enhance the Naming Policy and process and presented their recommendations to the Naming Committee

Goal 8	Severing the relationship between the Naming Municipal Assets Policy C509C and the Facility Name Sale Policy C477A
Key Results	<ul style="list-style-type: none"> The Naming Municipal Assets Policy C509C and Facility Name Sales Policy C477A will be updated to remove the relationship and processes regarding selling the naming rights to City of Edmonton facilities
Summary of Progress	<ul style="list-style-type: none"> The Facility Name Sale Policy C477A will be updated in 2025 The Naming Municipal Assets Policy C509C will be updated in 2026

Goal 9	Develop an Indigenous naming process
Key Results	<ul style="list-style-type: none"> The Naming Committee and Administration continues to engage with Indigenous leaders and Elders and various Indigenous Nations
Summary of Progress	<ul style="list-style-type: none"> The Naming Committee met with Confederacy of Treaty Six Administration's Indigenous Relations Office hosted a conference with Indigenous Elders and leaders in which several workshops and sessions focused on an Indigenous naming process. Administration's Indigenous Relations Office engaged with various community leaders and Indigenous Elders Members of the Administration and the Indigenous Relations Office met with the Métis Nation of Alberta

Goal 10	Review the structure of the Names Reserve List
Key Results	<ul style="list-style-type: none"> The Naming Committee has paused the use of the Names Reserve List
Summary of Progress	<ul style="list-style-type: none"> The Naming Committee and Administration continue to research best practices from other municipalities, naming policies, and naming processes to determine the future structure of the Names Reserve List

2024 Meeting Summary – Key Topics and Motions Meeting Summary

Meeting	Summary - Key Topics and Motions
January	<p>One road name approved in the Hays Ridge Neighbourhood</p> <p>Updates regarding the Grandin LRT Station renaming</p> <p>Discussions regarding the Oliver renaming Council Report, Chair Membership Report, Annual and Activities Report, and Policy to Action Plan</p>
February	<p>Six road names approved in the Edgemont and Starling neighbourhoods</p> <p>Discussion about a proposed neighbourhood name in the Horse Hill Area</p> <p>Discussion regarding a request to adjust the name of a Constrable Ezio Faraone Park</p> <p>Request to sell the naming rights of Terwillegar Recreation Community Centre is not supported by the Naming Committee</p> <p>Discussion regarding the Oliver renaming report to Executive Committee</p> <p>Update on the Chair Membership Report and Recruitment process</p>
March	<p>Okiskow Way is approved as a permanent name replacing 101a Avenue NW in the Boyle Street Neighbourhood</p> <p>One neighbourhood name is approved in the Horse Hill Area</p> <p>One park name and one road name are approved in the Alces Neighbourhood</p>

Attachment 1

	<p>Further consultation is requested to adjust the name of Constable Ezio Faraone Park</p> <p>Update regarding the Administration report to Urban Planning Committee regarding the Policy to Action Plan</p>
April	<p>Four road names approved in the Keswick Neighbourhood</p> <p>The Committee bids farewell to Maryanne Wiebe who served on the committee for six years</p>
May	<p>The Committee welcomes two new members</p> <p>The Committee recommends three naming options for the name adjustment to Constable Ezio Faraone Park in honour of fallen EPS members</p> <p>Update regarding Administration's report to Urban Planning Committee regarding the Policy to Action Plan</p> <p>Update regarding the Grandin LRT Station renaming</p>
June	<p>Six road names are approved within the Chappelle and Edgemont neighbourhoods</p> <p>A name is not supported for use in the Edgemont Neighbourhood and the Committee recommends the use of a name rooted in flora, fauna, or geography</p> <p>Discussion with the Confederacy of Treaty Six First Nations</p> <p>Discussion about the Naming Committee's 2024 Work Plan</p>
August	<p>Three road names are approved within the Edgemont Neighbourhood</p> <p>Update on the Grandin LRT Station renaming project</p> <p>Discussion about the Naming Committee's 2024 Work Plan</p>
September	<p>One park name is approved in the Garneau Neighbourhood</p> <p>One road name is approved in the Desrochers Neighbourhood</p>

Attachment 1

	<p>A name is not supported for a skateboard park in the Terrace Heights Neighbourhood and the Committee recommends different approaches of engagement to discover an ideal name for the skateboard park</p> <p>Presentation tour with City of Edmonton Archives Community Archivist</p> <p>Discussion about MacEwan University AGAD 301 Student work plan</p>
October	<p>Discussion about Renamings</p> <p>Administration and Naming Committee member present to and discuss a policy project with MacEwan University AGAD 301 Students</p> <p>Discussion about the Naming Committee's 2024 Work Plan</p>
December	<p>Eight road names are approved within the Edgemont, Pintail Landing, and River's Edge neighbourhoods</p> <p>Request to sell the naming rights of the field within the Commonwealth Stadium in the McCauley Neighbourhood is not supported by the Naming Committee</p> <p>The Committee receives a group presentation by MacEwan University AGAD 301 class students with recommendations to enhance the Naming Policy and naming process</p>

Membership and Appointment Information

Naming Committee (NC) 2024-25 Membership List			
Name	Appointed	Term Ends	Max Term
Debra Ayling	May 25, 2020	Apr 30, 2025	2026
Matt Dance - Chair	May 1, 2021	Apr 30, 2025	2027
Soni Dasmohapatra	May 1, 2024	Apr 30, 2025	2030
Erin McDonald	May 25, 2020	Apr 30, 2025	2026
Harrison Sheremeta - Edmonton Historical Board Representative	May 1, 2023	Apr 30, 2025	2029
Sara Sierko	May 1, 2022	Apr 30, 2025	2028
Shariq Wani	May 1, 2024	Apr 30, 2025	2030

Reports and Communications

Reports by NC to Council:

1. February 21, 2024 City Council, 7.6, EXT02205, Naming Committee Renaming Recommendation

Reports by NC to a Standing Committee of Council:

1. February 7, 2024 Urban Planning Committee, 7.2, EXT02205, Naming Committee Renaming Recommendation

Concluding Remarks

The Naming Committee remains committed to the principals reflected in the Naming Municipal Assets Policy. Specifically, the principles of engagement and inclusion underpinned by robust processes thus ensuring that every decision is made with thorough deliberation and community, aligning our work with your vision for our city.

Looking ahead, we are excited to continue advancing our efforts to align naming in Edmonton with City Policy C509C, and through the development of robust processes that ensure citizen access to equitable naming practices.

Appendix 1: 2024 Highlights and Approvals

2024 Highlights

Wîhkwêntôwin

In February 2024, City Council voted to approve the Naming Committee's recommendation to support the Community League's request to change their neighbourhood name from Oliver to Wîhkwêntôwin ᐃᐱᐱᐱᐱᐱᐱ. The new name translates to 'Circle of Friends' in nêhiyawêwin (Cree language). The name was chosen after an almost three-year process started by the Wîhkwêntôwin Community League and led by a working circle made of diverse members of the community including Elders and representatives from different backgrounds. The Renaming Circle included many Indigenous community leaders and representatives and was guided by two Indigenous Elders. The renaming is an important part of Edmonton's commitment to Truth and Reconciliation. Council's motion also includes the renaming of the Arena, Pool, Park, and future LRT Stop at 116 Street. The Edmonton Public School Board also renamed Oliver School to Wîhkwêntôwin School.

Okisikow (Angel) Way

In March 2024, the Naming Committee unanimously approved the name change of 101A Avenue, between 96 Street and 97 Street, from the honorary name "Okîsikow (Angel) Way" to "Okisikow Way NW", an official street name and civic address. This name reminds Edmontonians that victims of violence and their families need safe spaces that provide shelter, support, and services.

Okîsikow (Angel) Way is a collaboration between Elders, Stolen Sisters & Brothers Action Movement, CEASE - Centre to Empower All Survivors of Exploitation & Trafficking, MacKintosh Consulting, The Butterfly Project, and Ayana Communications, with the support from the City of Edmonton.

Elderberry Roads in Edgemont

In 2024, the Naming Committee continued its approval of road names rooted in flora, fauna, and geography. Native to the region, elderberries symbolize both resilience and adaptability, while holding significance in many Indigenous cultures for their medicinal and spiritual properties. Using "Elderberry" as road names would emphasize the importance of biodiversity in urban areas and help foster a connection between the community and the land's rich Indigenous history.

2024 Naming Approvals

Renamings	
<i>Location/Neighbourhood</i>	<i>Approved Names</i>
Wihkwêntôwin	Wihkwêntôwin (formerly Oliver Neighbourhood)
Boyle Street	Okisikow Way (formerly 101a Avenue NW)
Leger / Terwillegar Heights Area	Booster Juice Recreation Centre (formerly Terwillegar Community Recreation Centre) - Facility Name Sale Policy

Neighbourhood	
<i>Location/Neighbourhood</i>	<i>Approved Names</i>
Horse Hill Area	Quarry Ridge Neighbourhood

Park and Open Space Names	
<i>Location/Neighbourhood</i>	<i>Approved Names</i>
Alces	Bhai Jagir Singh Ji Park
Garneau	Eleanor Thomas Park

Road Names	
<i>Location/Neighbourhood</i>	<i>Approved Names</i>
Alces	Alces Link
Chappelle	Callihoo Bend
Chappelle	Callihoo Lane
Chappelle	Callihoo Link
Chappelle	Callihoo Loop
Desrochers	Dant Landing

Attachment 1

Edgemont	Eaton Link
Edgemont	Eaton Road
Edgemont	Edgemont Green
Edgemont	Egret Drive
Edgemont	Egret Loop
Edgemont	Egret Way
Edgemont	Elderberry Close
Edgemont	Elderberry Court
Edgemont	Elderberry Landing
Edgemont	Elk Crescent
Edgemont	Elk Lane
Edgemont	Elk Link
Edgemont	Elk Place
Edgemont	Elk Way
Hays Ridge	Hays Ridge Place
Keswick	Kimiwan Crescent
Keswick	Kipnes Link
Keswick	Kipnes Wynd
Keswick	Kossowan Place
Pintail Landing	Pintail Drive
River's Edge	River's Edge Link
River's Edge	River's Edge Road
Starling	Redpoll Close
Starling	Redpoll Place

Naming Committee - 2024-2025 Resource Information

Administration’s support to the Naming Committee is funded from the Planning and Environment Services Branch operating budget.

Resources	2024 Projected	2024 Actual	2025 Projected
Honorarium	\$5800	\$4025	\$5250
Meetings and Events	n/a	n/a	\$0
Travel/Parking	n/a	n/a	\$0
Conferences/Training	n/a	n/a	\$0
Child, Elder and Special Needs Care for dependents	n/a	n/a	\$0
Recognition (including gifts and donations)	\$800	\$367	\$400
Office and Maintenance	n/a	n/a	\$0
Advertising/Publicity	n/a	n/a	\$0
Community Engagement	n/a	n/a	\$0
Total	\$6600	\$4392	\$5650

Human Resources	2024 Actual	2025 Projected
Number of FTE(s) supporting the Committee: 2	Monthly Hours of Work Low Estimate: 40 High Estimate: 120	Monthly Hours of Work Low Estimate: 40 High Estimate: 120
Total FTE(s): 2	Total Average Hours: 70	Total Average Hours: 70

Naming Committee - 2025 Work Plan

Mandate of Naming Committee

The mandate of the Committee is to name the City's development areas, parks, municipal facilities, roads, honorary roads, and wards, in accordance with, and subject to any exemptions or restrictions imposed by City Policy.

Naming Committee Goals for 2025

The Naming Committee is committed to supporting the Government Centre LRT Station renaming initiative which aligns with its Naming Policy principles of enhancing partnerships with Indigenous communities, celebrating Indigenous histories, and honouring Edmonton's diverse communities. The Committee continues to work on the eight recommendations shared and presented to Council's Urban Planning Committee on October 11, 2023. In Q3 2024, the Naming Committee engaged with MacEwan University Policy students in support of enhancing the Naming Policy and naming process. These goals align with its Policy's principles, City Plan and the City's Indigenous framework.

1. Government Centre LRT Station renaming
2. Complete the City of Edmonton Place Name Dataset and publish the data on the City of Edmonton's Open Data Portal
3. Review all the names once the Names dataset is complete for metadata accuracy and appropriateness
4. Develop a culturally-sensitive, community-involved re-naming process
5. Develop a mechanism to offer ongoing community engagement tied to outreach and education
6. Conduct an assessment to formally identify barriers to citizens' access to the naming process
7. Severing the relationship between the Naming Policy C509C and the Facility Name Sale Policy
8. Develop an Indigenous naming process
9. Review the structure of the Names Reserve List
10. Incorporate recommendations by the MacEwan University AGAD 301 Policy Project

Work Plan

Goals	Timeline	Action Items	Expected Outcomes	Partners/ Stakeholders
Government Centre LRT Station renaming	<p>Start Date: June 2024</p> <p>Completion Date: Q1 2026</p>	<ul style="list-style-type: none"> Consult with Indigenous leaders and Elders 	<ul style="list-style-type: none"> Establish a new name for the former Grandin (Government Centre) LRT Station that support Truth and Reconciliation 	<ul style="list-style-type: none"> Administration's Indigenous Relations Office and Edmonton Transit Service (ETS) representing the LRT Operations Indigenous leaders and Elders
Complete the City of Edmonton Place Name Dataset and publish the data on the City of Edmonton's Open Data Portal	<p>Start Date: June 2023</p> <p>Completion Date: July 2025</p>	<ul style="list-style-type: none"> Format the 2003 to 2023 names to match the current Open Data dataset Add spatial coordinates to each name so they can be located on maps Format the descriptions to maintain consistency with the current dataset 	<ul style="list-style-type: none"> A live dataset that is accurately mapped featuring all approved names Establish a standard operating procedure to regularly maintain the dataset and stay current 	<ul style="list-style-type: none"> Administration's Urban Planning and Economy Department and Service Innovation and Performance Branch
Review all the names once the Names	<p>Start Date:</p>	<ul style="list-style-type: none"> The names reflected in the place name data 	<ul style="list-style-type: none"> Each place name should be assessed 	<ul style="list-style-type: none"> Administration's Urban Planning

<p>dataset is complete for metadata accuracy and appropriateness</p>	<p>July 2024</p> <p>Completion Date:</p> <p>TBD</p>	<p>set should have accurate metadata, including but not limited to name description, origin, year assigned.</p> <ul style="list-style-type: none"> Determine what resources are required to complete this work 	<p>by a committee reflective of Edmonton's diversity and considering the new Naming Policy.</p>	<p>and Economy Department, Indigenous Relations Office, City Archives, and other Civic Committees of Council</p>
<p>Develop a culturally-sensitive, community-involved re-naming process</p>	<p>Start Date:</p> <p>March 2024</p> <p>Completion Date:</p> <p>Q4 2026</p>	<ul style="list-style-type: none"> Learn from the Oliver and Grandin renaming processes Review Canadian municipalities, provincial and federal jurisdictions for best practices 	<ul style="list-style-type: none"> Develop a re-naming process that is responsive and supports community led renaming applications 	<ul style="list-style-type: none"> MOU partners including Confederacy of Treaty Six, Enoch Cree Nation, and Métis Nation of Alberta Community leagues and community leaders Administration's Urban Planning and Economy Department, Indigenous Relations Office, City Archives, and Community

				<p>Services</p> <ul style="list-style-type: none"> • Consultants and members from the Government Centre (Grandin) renaming circle
<p>Develop a mechanism to offer ongoing community engagement tied to outreach and education</p>	<p>Start Date: March 2024</p> <p>Completion Date: TBD</p>	<ul style="list-style-type: none"> • Meet with community groups and leaders • Enhance the Naming Committee webpage to feature more naming approvals and naming activities 	<ul style="list-style-type: none"> • Establish an engaging and comprehensive process that showcases the Naming Committee’s role within the City of Edmonton • Enhance the recruitment process to ensure the opportunity for more diverse applicants onto the Naming Committee 	<ul style="list-style-type: none"> • Administration’s Urban Planning and Economy Department and Public Engagement and Communications • Office of the City Clerk
<p>Conduct an assessment to formally identify barriers to citizens’ access</p>	<p>Start Date: March 2024</p> <p>Completion Date:</p>	<ul style="list-style-type: none"> • Meet with community groups and leaders • Enhance the Naming Committee webpage to feature more 	<ul style="list-style-type: none"> • Establish relationships with members of diverse communities to 	<ul style="list-style-type: none"> • Administration’s Urban Planning and Economy Department and Public

	TBD	<p>naming approvals of diverse names and activities</p> <ul style="list-style-type: none"> • Conduct jurisdictional scan to understand measures adopted in other Canadian municipalities to address diversity through their naming processes 	<p>allow for sharing of information between the Committee and diverse communities.</p> <ul style="list-style-type: none"> • Design an enhanced Naming Application form and process that supports more diverse naming applications 	Engagement and Communications
Severing the relationship between the Naming Policy C509C and the facility name sale policy as not to interfere with the sale of sponsorship names	<p>Start Date: November 2023</p> <p>Completion Date: Q4 2026</p>	<ul style="list-style-type: none"> • Amend the current Naming Policy C509C to remove the relationship to the Name Sale Policy • Amend the Name Sale Policy to remove the need to consult with the Naming Committee 	<ul style="list-style-type: none"> • Updated Naming Policy and Name Sale Policy which provides clarity regarding the selling of facility names 	<ul style="list-style-type: none"> • Administration's Urban Planning and Economy Department and Sponsorship and Marketing within the Community Services Department
Develop an Indigenous naming process	<p>Start Date: July 2024</p> <p>Completion Date:</p>	<ul style="list-style-type: none"> • Meet with Indigenous leaders and Elders • Conduct jurisdictional scan across Canada for best practices 	<ul style="list-style-type: none"> • Establish relationships with Indigenous leaders and Elders to allow for sharing of 	<ul style="list-style-type: none"> • Administration's Indigenous Relations Office • The City's Indigenous

	TBD		<p>information between the Committee and Indigenous communities</p> <ul style="list-style-type: none"> • Establish protocols to empower communities, developers, and civic departments when considering Indigenous naming opportunities 	<p>partners such as Enoch Cree Nation, Treaty 6, and Métis Nation of Alberta</p> <ul style="list-style-type: none"> • Indigenous community leaders and Elder
Review the structure of the Names Reserve List	<p>Start Date: April 2025</p> <p>Completion Date: Q4 2026</p>	<ul style="list-style-type: none"> • Review the remaining names on the Names Reserve List • Conduct jurisdictional scan across Canada to understand how other naming processes include a Names Reserve List 	<ul style="list-style-type: none"> • Develop a Names Reserve List Policy that will stipulate the name requirements, and who may access the names on the Names Reserve List. • Establish a method to guide developers and communities when naming civic assets within a 	<ul style="list-style-type: none"> • Administration's Urban Planning and Economy Department

			themed area	
Incorporate recommendations by the MacEwan University AGAD 301 Policy Project	<p>Start Date: February 2025</p> <p>Completion Date: Q4 2026</p>	<ul style="list-style-type: none"> Review the recommendations by each student's final paper assignment Review the AGAD 301 joint class presentation 	<ul style="list-style-type: none"> Enhance the Naming Policy and naming process by incorporating recommendations as presented by the AGAD 301 Policy Project 	<ul style="list-style-type: none"> Administration's Urban Planning and Economy Department MacEwan University AGAD 301 Class



EDMONTON SALUTES COMMITTEE - 2024 ANNUAL REPORT AND 2025 WORK PLAN

RECOMMENDATION

That the March 10, 2025, Office of the City Clerk report OCC02866, be received for information.

Report Purpose

Information only

REPORT

In accordance with Bylaw 18156, Council Committees Bylaw, this report provides the Edmonton Salutes Committee (ESC)'s annual update, including the previous year's work plan, resource allocations, and the proposed work plan for the upcoming year.

2024 Annual Report

The 2024 Annual Report provides a summary of ESC's work over the past year, including:

- Goals and Accomplishments - key results and progress
- Meeting Summary - key topics and motions addressed during meetings
- Reports and Communications to Council - formal submissions and recommendations

2024-2025 Resource Information

The 2024-2025 Resource Information outlines the fiscal and human resources used in 2024 and projects the resource requirements for 2025.

2025 Work Plan

The 2025 Work Plan provides goals for 2025, which align with ESC's mandate and Council's strategic objectives. It includes:

- 2025 Goals and Action Items - key focus areas and steps required to achieve each goal
- Expected Outcomes - anticipated impacts and benefits of the planned work
- Collaborating Partners/Stakeholder - other groups and stakeholders involved in achieving the goals

EDMONTON SALUTES COMMITTEE - 2024 ANNUAL REPORT AND 2025 WORK PLAN

ATTACHMENTS

1. Edmonton Salutes Committee - 2024 Annual Report
2. Edmonton Salutes Committee - 2024-2025 Resource Information
3. Edmonton Salutes Committee - 2025 Work Plan

Edmonton Salutes Committee - 2024 Annual Report

Purpose of the Annual Report

This annual report fulfills the requirements of Bylaw 18156 - Council Committees Bylaw, which outlines the annual reporting requirements for Council Committees. Under Bylaw 18156, all Council Committees will:

- Report to Council at least annually.
- Approve a work plan that aligns with Council's strategic objectives and the Council Committee's mandate, including a reporting of what resources were provided in the previous year and the anticipated resource requirements for the upcoming year.
- During its annual report to Council, present the work plan as well as a summary of the status of the previous year's work plan.

Mandate of the Edmonton Salutes Committee (ESC)

The mandate of the Edmonton Salutes Committee (ESC) is to:

- (a) provide advice to Council regarding appropriate official civic recognition initiatives for the military, veterans, and their families;
- (b) provide leadership as champions of the military, veterans, and their families; and
- (c) provide recognition of military members and veterans, and their families, by championing causes and sustaining meaningful collaborations with public, private, and non-profit organizations.

Report on 2024 Work Plan Goals and Accomplishments

The primary 2024 goals of the ESC were to:

- Provide recognition and support to military members, veterans, and their families.
- Foster positive relationships within the military and civilian communities.
- Maintain effective governance.

Throughout 2024, the ESC:

- Sponsored numerous military and community events.
- Approved funding for commemorative activities.
- Strengthened relationships through joint events and expanded membership.
- Hosted guest speakers from various military organizations and municipalities to share insights and foster collaboration.

The four subcommittees (1. Strategic Action; 2. Membership and Orientation; 3. Budget; and 4. Bylaw and Policy) of the ESC focused on ensuring the successful fulfillment of the Committee's mandate.

Goals Accomplished in 2024	
Goal 1	Recognition and Support
Key Results	<ul style="list-style-type: none"> ● Sponsored over 20 military and community events that provide valuable services to members of the military and veterans community, including active or retired military personnel and/or family. ● Approved \$15,000+ in funding for commemorative activities, including No Stone Left Alone, Royal Canadian Air Force (RCAF) 100th Anniversary and the Veterans Food Bank.
Summary of Progress	Achieved notable engagement with military and veteran communities through commemorative initiatives and funding contributions.
Goal 2	Community and Military Relations
Key Results	<ul style="list-style-type: none"> ● Strengthened relationships through joint events such as Royal Canadian Air Force (RCAF) Centennial Parade, Military Luncheons and Military Family Resource Centre (MFRC) Yellow Ribbon Gala. ● Expanded membership with the addition of the Town of Morinville. ● Invited guest speakers (listed below) to select ESC meetings throughout the year. By allowing members from the community to join and share with the Committee, members were able to learn about local military initiatives and provide support where they could. Guest Speakers in 2024 included: <ul style="list-style-type: none"> ○ March: Captain Aaron Niles, Royal Canadian Air Force (RCAF); and Tom Sand, Royal Canadian Air Force (RCAF) 700 Wing. ○ April: Lt. Col Darryn Gray, Lord Strathcona Horse (Royal Canadians). ○ May: Kevin Cole, Director of Transportation Engineering and Operations and Ryan Wilson, Manager of Transportation Operations both with Strathcona County. ○ November: Amber Gagnon, Marketing and

	Communications Lead, Military Family Resource Centre (MFRC).
Summary of Progress	Fostered collaboration with military sectors, municipalities and community partners while increasing outreach through events, communications and guest speakers.
Goal 3	Effective Governance
Key Results (by Subcommittee)	<ul style="list-style-type: none"> • Strategic Action Subcommittee: Focused on events, funding, and partnership opportunities that support alignment with ESC goals. • Membership and Orientation Subcommittee: Focused on the addition of the Town of Morinville to membership and hosted a new member orientation. • Budget Subcommittee: Reviewed 10 funding requests and recommended the committee approve nine of 10 requests. In addition, the Budget Subcommittee began to review current funding processes and develop a new funding request form. • Bylaw and Policy Subcommittee: Updated the Subcommittee's Terms of References, reviewed the committee's current policies and bylaws, and initiated the development of communications guidelines and meeting procedure reference documents for members.
Summary of Progress	ESC successfully fulfilled their mandate in 2024 through the work of the four subcommittees, which met eight times last year.

2024 Meeting Summary – Key Topics and Motions Meeting Summary

Meeting	Summary - Key Topics and Motions
January 26, 2024	<ul style="list-style-type: none"> • The ESC Chair outlined the vision for strategic planning (2021-2024). • Re-appointment of members; no new additions. • \$5,000 approved for the RCAF 100th Anniversary. • Acknowledged veteran contributions (e.g., City Hall incident).
February 23, 2024	<ul style="list-style-type: none"> • \$600 approved to purchase tickets for Edmonton United Services Institute (EUSI) Seminar Dinner. • \$15,000 approved to support the MFRC Yellow Ribbon Gala • Updated bylaws to include Morinville as a member. • Highlighted participation in key events like the MFRC Yellow

	Ribbon Gala and the Battle of Moreuil Wood.
March 22, 2024	<ul style="list-style-type: none"> ● RCAF Centennial plans presented by military representatives. ● High-Level Bridge lighting event for RCAF Centennial. ● Strategic plan and work plan submission timeline confirmed. <p>Guest Speakers:</p> <ul style="list-style-type: none"> ● Captain Aaron Niles (RCAF): Presented initiatives related to the RCAF Centennial, including Trees for Life and Illuminations. ● Tom Sand (RCAF 700 Wing): Shared updates about the Wing's activities, membership, and plans for the RCAF 100th Anniversary Dinner on April 13, 2024.
April 26, 2024	<ul style="list-style-type: none"> ● \$1,000 approved for a military charity golf tournament. ● Discussion on youth-oriented military engagement events. <p>Guest Speaker:</p> <ul style="list-style-type: none"> ● Lt. Col Darryn Gray, Lord Strathcona's Horse (Royal Canadians) [LdSH (RC)], Canadian Armed Forces (CAF) presentation on the Canadian Army Podcast
May 24, 2024	<ul style="list-style-type: none"> ● Events: RCAF Centennial Parade (Aug 16) and returning deployment greetings are key focuses. ● Military deployment staffing updates. ● Projects: Hangar 14 historical designation, ESC website updates, and Korean Veteran funding request. <p>Guest Speaker:</p> <ul style="list-style-type: none"> ● Kevin Cole and Ryan Wilson of Strathcona County: Discussed ideas for commemorative infrastructure, including Poppy crosswalks, utility boxes, cenotaph lighting, murals, memorial parks, and more.
June 28, 2024	<ul style="list-style-type: none"> ● \$2,500 approved for the Korean War Memorial. ● Deployment readiness updates from Military representatives. ● Progress on strategic action and membership efforts.
September 27, 2024	<ul style="list-style-type: none"> ● Military deployment updates. ● \$20,490 approved for tickets to A Christmas Carol for Serving CAF and Veterans and families. ● \$2,300 approved for the No Stone Left Alone event - in Beechmount. ● Updates on cenotaph and remembrance projects.
October 25,	<ul style="list-style-type: none"> ● \$7,500 approved for No Stone Left Alone "Dance to Remember."

<p>2024</p>	<ul style="list-style-type: none"> Youth engagement concerns were raised for Remembrance Day scheduling.
<p>November 22, 2024</p>	<ul style="list-style-type: none"> Veteran support initiatives funded: <ul style="list-style-type: none"> \$1,175.95 approved for the Veterans Food Bank. \$2,500 approved for Loyal Edmonton Regiment Museum. Military deployments and reunions were discussed. \$3,000 approved for RCA Band holiday concert. Preparations for 2025 events and funding deadlines. <p>Guest Speaker:</p> <ul style="list-style-type: none"> Presentation by MFRC - Highlighted support services for military families, including relocation, wellness, and transitions. Anticipates a 10-20% funding reduction due to Department of National Defence (DND) budget cuts.

Membership and Appointments Information

One City of Edmonton Councillor Appointed by Council

<p style="text-align: center;">Edmonton Salutes Committee (ESC) 2024-25 Membership List: City Councillor Representative Appointed</p>		
Name	Appointed	Current Term Ends
Councillor Karen Principe	Nov 10, 2021	November 2025

Eight Members Appointed by Council

<p style="text-align: center;">Edmonton Salutes Committee (ESC) 2024-25 Membership List: Council Appointed Members</p>		
Name	Appointed	Current Term Ends
Kaetlyn Corbould	May 1, 2022	Apr 30, 2026
Nicole Goehring	Oct 26, 2021	Apr 30, 2025
Laurie Hackett	Oct 26, 2021	Apr 30, 2025
Brian Hodgson - Chair	Oct 26, 2021	Apr 30, 2025
Darren Krill	Oct 26, 2021	Apr 30, 2025
Scott Lundy	May 1, 2022	Apr 30, 2026
Rick Palfrey	May 1, 2023	Apr 30, 2025
Lorne Strachan	Oct 26, 2021	Apr 30, 2025

Eight Organizational Representatives

Note: Many Organizational Representatives have been serving as members prior to the update of the Bylaw, so their original appointment date is unknown.

Edmonton Salutes Committee (ESC) 2024-25 Membership List: Organizational Members	
Name	Organization
Georgette L'Hirondelle	Canada Lands Company
Mark Humphreys	Canadian Forces Liaison Council
To be Determined	Edmonton Chamber of Commerce
Dean Ervin	Edmonton Regional Airports Authority
Alexander Tsang (2024) Jon Dziadyk (2025)	Edmonton United Services Institute
Justin Wright	GofA Liaison to the Canadian Armed Forces
Roza Parlin - Vice Chair	Military Family Resource Society
Mac Torrie	Royal Canadian Legion

Nine Municipal Members

Note: Municipal Members are appointed by their respective organizations which are determined typically at an organizational review meeting. Their processes and review timelines differ.

Edmonton Salutes Committee (ESC) 2024-25 Membership List: Municipal Members		
Name	Title	Organization
Lacey Laing	Clr	Town of Bon Accord
Jibs Abitoye	Clr	City of Fort Saskatchewan
Willis Kozak	Clr	Town of Gibbons
Fred Malott	Clr	Town of Legal
Rebecca Balanko	Clr	Town of Morinville
Dave McRae	Mayor	Town of Redwater
Mike Killick	Clr	City of St. Albert
Katie Berghofer	Clr	Strathcona County
Dan Derouin	Clr	Sturgeon County

Reports and Communications

Reports by ESC to Council:

1. ESC reported to Council the Annual report and Work Plan on May 14, 2024.

Correspondence submitted to Council:

1. There was no correspondence submitted to the Council from ESC in 2024.

ESC Requests to Speak to Council and/or to the Standing Committee of Council:

1. ESC had no requests to Speak to Council and/or Standing Committees of Council in 2024.

Edmonton Salutes Committee - 2024-2025 Resource Information

Administration’s support to the Edmonton Salutes Committee is funded from the Office of the City Clerk operating budget.

Edmonton Salutes Committee approves their yearly detailed budget (Appendix I) each January based on its Workplan Goals.

Resources	2024 Projected	2024 Actual	2025 Projected
Expenditures			
Recognition for the Military Community	\$21,000	\$20,329	\$21,000
Community and Military Relations	\$35,800	\$37,747	\$35,500
Committee Expenses	\$3,200	\$1,233	\$3,500
Honorarium	\$4,000	\$4,300	\$4,000
Total	\$64,000	\$64,729	\$64,000

Human Resources	2024 Actual	2025 Projected
Number of FTE(s) supporting the Committee: 0.5 Senior Advisor + 0.5 Office Administrator	Monthly Hours of Work Low Estimate: 45 hrs High Estimate: 160 hrs	Monthly Hours of Work Low Estimate: 60 hrs High Estimate: 160 hrs
Total FTE(s): 1	Total Average Hours: 102.5 hrs Senior Advisor: 51.25 hrs Office Administrator: 51.25 hrs	Total Average Hours: 102.5 hrs Senior Advisor: 41 hrs Office Administrator: 61.5 hrs

**Staff support is under review by City Administration and may be subject to change.*

Appendix I

**Edmonton Salutes Detailed Budget
January 1, 2025 to December 31, 2025**

Event / Item	2024 Actuals	2025 Budget	Frequency	ESC Goal
Edmonton Salutes Committee				
Annual Budget		64,000		
Events				
Citadel Theater Christmas Event - Military Family Resource Centre (MFRC)	19,672	21,000	Yearly	Recognition
Winspear Royal Canadian Artillery (RCA) Band Christmas Concert	3,000	3,000	Yearly	Community and Military Relations
Yellow Ribbon Galla - Military Family Resource Centre (MFRC)	15,000	15,000	Yearly	Community and Military Relations
Military Community Events	447	500	Ad hoc	Community and Military Relations
Community Grants				
Community Grants	19,691	16,000	Ad hoc	Community and Military Relations
Committee Expenses				
Volunteer/Board Recognition and Planning	1,233	1,500	Yearly	Effective Governance
Hosting Meetings	0	1,000	Ad hoc	Community and Military Relations
Transportation and Business Travel (parking, mileage, meals)	0	500	Ad hoc	Community and Military Relations
Committee Admin (ex. business cards, name tags, courier services)	0	500	Ad hoc	Community and Military Relations
Publicity/Advertising (Merchandise, Ads, Marketing)	657	1,000	Ad hoc	Recognition

Attachment 2

Honorariums and expenses	4,300	4,000	Yearly	Effective Governance
Total projects to date - ESC	64,000	64,000		
Remaining Budget	0	0		

Regional Municipal Partner Contributions to Edmonton Salutes 2017 - 2024	
Balance:	17,250

Edmonton Salutes Committee - 2025 Work Plan

Mandate

The mandate of the Edmonton Salutes Committee (ESC) is to:

- (a) provide advice to Council regarding appropriate official civic recognition initiatives for the military, veterans, and their families;
- (b) provide leadership as champions of the military, veterans, and their families; and
- (c) provide recognition of military members and veterans, and their families, by championing causes and sustaining meaningful collaborations with public, private, and non-profit organizations.

2025 Goals

1. **Goal 1: Recognition:** To acknowledge and celebrate the contributions made by the military, veterans, and military members’ families.
2. **Goal 2: Community and Military Relations:** To create and foster connections that promote the importance and value of the military, veterans, and their families to the region.
3. **Goal 3: Effective Governance:** To demonstrate accountability and collaboration through efficient Committee operations.

Detailed 2025 Work Plan

Goals	Timeline	Action Items	Expected Outcomes	Partners/ Stakeholders
Goal 1: Recognition <i>To acknowledge and celebrate the contributions made by the military,</i>	Start Date: January 1, 2025 Completion Date: December 31, 2025	Attend and support civic events recognizing military achievements, such as Veterans’ Week and Remembrance Day initiatives.	Increased public awareness and higher participation in recognition events. Enhanced visibility and	Local military bases and organizations such as Military Family Resource Centre (MFRC), No Stone Left Alone (NSLA), Canadian Forces,

<p><i>veterans, and military members' families.</i></p>		<p>Support the 80th anniversary of the liberation of the Netherlands and the 80th anniversary of WWII.</p> <p>Identify and assess current civic recognition initiatives for the military and veterans.</p> <p>Promote and showcase recognition initiatives through the committee and committee networks.</p>	<p>appreciation for military contributions in Edmonton.</p>	<p>Edmonton United Services Institute (EUSI), Royal Canadian Legion, Royal Canadian Artillery Band, The Citadel and Bergen op Zoom, Netherland (Bond of Friendship with the City of Edmonton)</p>
<p>Goal 2: Community and Military Relations</p> <p><i>To create and foster connections that promote the importance and value of the military, veterans, and their families to the region.</i></p>	<p>Start Date: January 1, 2025</p> <p>Completion Date: December 31, 2025</p>	<p>Support Committee members to attend networking events for military and veteran-focused organizations.</p> <p>Support and connect military members, veterans, and their families with available support programs.</p>	<p>Increased collaboration among organizations as evidenced by joint initiatives.</p> <p>Improved access to resources for military families.</p> <p>Strengthened relationships with organizations that</p>	<p>Community organizations supporting veterans and their families (e.g., The Royal Canadian Legion and Military Family Resources Center).</p> <p>Local business associations and philanthropic groups.</p>

			support military members, veterans and their families.	
<p>Goal 3: Effective Governance</p> <p><i>To demonstrate accountability and collaboration through efficient Committee operations.</i></p>	<p>Start Date: January 1, 2025</p> <p>Completion Date: December 31, 2025</p>	<p>The ESC will continue to review and improve policies and processes of the committee and subcommittees.</p>	<p>Enhanced committee operations, improved governance structures and administrative effectiveness.</p>	<p>Civic Agencies and other City Departments as required.</p>



EDMONTON DESIGN COMMITTEE - 2024 ANNUAL REPORT AND 2025 WORK PLAN

RECOMMENDATION

That the Edmonton Design Committee's request to establish one sub-committee for the 2025 Work Plan, as outlined in Attachment 3 of the March 10, 2025, Office of the City Clerk report OCC02860, be approved.

Report Purpose

Decision required

REPORT

In accordance with Bylaw 18156, Council Committees Bylaw, this report provides the Edmonton Design Committee (EDC)'s annual update, including the previous year's work plan, resource allocations, and the proposed work plan for the upcoming year.

2024 Annual Report

The 2024 Annual Report provides a summary of EDC's work over the past year, including:

- Goals and Accomplishments - key results and progress
- Meeting Summary - key topics and motions addressed during meetings
- Reports and Communications to Council - formal submissions and recommendations

2024-2025 Resource Information

The 2024-2025 Resource Information outlines the fiscal and human resources used in 2024 and projects the resource requirements for 2025.

2025 Work Plan

The 2025 Work Plan provides goals for 2025, which align with EDC's mandate and Council's strategic objectives. It includes:

- 2025 Goals and Action Items - key focus areas and steps required to achieve each goal
- Expected Outcomes - anticipated impacts and benefits of the planned work

EDMONTON DESIGN COMMITTEE - 2024 ANNUAL REPORT AND 2025 WORK PLAN

- Collaborating Partners/Stakeholder - other groups and stakeholders involved in achieving the goals

Sub-Committee Request

EDC is seeking Council's approval to establish one sub-committee to support its 2025 goals. The sub-committee will focus on the EDC 2025 Work Plan, as its present workload and composition do not allow this work to be undertaken in an efficient manner. The sub-committee will allow these actions to be undertaken in a much more focused and expedient manner.

Further details are provided in the 2025 Work Plan (Attachment 3).

The Planning and Environment Services branch, which provides administrative support to EDC, supports the request to establish the sub-committee.

ATTACHMENTS

1. Edmonton Design Committee - 2024 Annual Report
2. Edmonton Design Committee - 2024-2025 Resource Information
3. Edmonton Design Committee - 2025 Work Plan

Edmonton Design Committee - 2024 Annual Report

Message from the Chair

Design is often called upon to resolve competing interests and priorities and a key issue in design review is creating space through the approval process for creative and meaningful solutions, to elevate design quality by championing good design, and to balance between the design values and interest in tension. Through the work of the Committee (EDC), we continue to elevate the standard of urban design within Edmonton and positively impact the built landscape - supporting inclusive, vibrant and durable spaces for all.

Purpose of the Annual Report

This annual report has been developed to meet the requirements of Bylaw 18156 - Council Committees Bylaw, which sets out the annual reporting requirements for Council Committees. Under Bylaw 18156, all Council Committees will:

- Report to Council at least annually.
- Approve a work plan that aligns with Council's strategic objectives and the Council Committee's mandate, including a reporting of what resources were provided in the previous year and the anticipated resource requirements for the upcoming year.
- During its annual report to Council, present the work plan as well as a summary of the status of the previous year's work plan.

Mandate of Edmonton Design Committee (EDC)

The mandate of EDC is to improve the quality of the City's urban design by providing:

- (a) recommendations regarding development applications; and
- (b) advice regarding urban design policies and principles.

Report on 2024 Work Plan Goals and Accomplishments

Goal 1	Reviewing Development Applications (Ongoing)
Key Results	<ul style="list-style-type: none"> In 2024 EDC reviewed 4 Rezoning (2 Formal, 2 Informal) and 27 Development Permits (17 Formal, 10 Informal) In 2024 EDC reviewed 7 City Project submissions: Garneau Affordable Housing; Ambleside Integrated Site; Walker Fire Hall; Old Strathcona Public Realm Strategy (OSPRS); Mary Burlie Park; Southeast Transit Bus Garage
Summary of Progress	<ul style="list-style-type: none"> EDC meets twice monthly to review these submissions EDC and Administration continually identify potential refinements to the EDC Standards and Procedures to improve the efficiency of the Committee and the effectiveness of its recommendations Standards and Procedures review to be undertaken in 2025. Refer to Attachment 3 - EDC 2025 Work Plan for additional information.
Goal 2	Updating EDC Standards and Procedures
Key Results	<ul style="list-style-type: none"> Communication with key stakeholders¹ Engagement with 25+ members of the design and development industry through online survey and one-on-one interviews Updated EDC Standards and Procedures (final draft form)
Summary of Progress	<ul style="list-style-type: none"> Two rounds of stakeholder engagement Final draft of updated EDC Standards and Procedures
Goal 3	Updating the EDC Principles of Urban Design
Key Results	<ul style="list-style-type: none"> Communication with key stakeholders¹ Engagement with 25+ members of the design and development industry through an online survey and one-on-one interviews. New EDC Principles of Urban Design (final draft form) To complement these new Principles, the Committee has also developed a new EDC Submission Guide (final draft form) that includes improved submission and evaluation processes.
Summary of Progress	<ul style="list-style-type: none"> Two rounds of stakeholder engagement Final draft of new EDC Submission Guide, including new Principles of Urban Design

Goal 4	Initiating a Review of the EDC Boundary
<p>Key Results</p>	<ul style="list-style-type: none"> • Communication with key stakeholders¹ • Engagement with 25+ members of the design and development industry through an online survey and one-on-one interviews. • Four potential changes to the EDC boundary (i.e. Bylaw 20673) and scope of review identified: <ul style="list-style-type: none"> • Realigning the EDC boundary to that of Centre City Node and Primary Corridors • Reviewing projects adjacent to major transportation corridors • Reviewing all large site rezonings (regardless of proximity to a transit centre) • General improvements to the process for exempting projects from EDC review
<p>Summary of Progress</p>	<ul style="list-style-type: none"> • Two rounds of stakeholder engagement • Various geographies / methodologies identified and evaluated • Four potential changes to the EDC boundary (i.e. Bylaw 20673) and scope of review identified • <i>Finalizing these changes and recommending a Bylaw amendment will be the focus of the Committee's 2025-26 Work Plan (see also Attachment 3)</i>

Note 1

External stakeholder groups included the Alberta Association of Architects (AAA), Alberta Association of Landscape Architects (AALA), Alberta Professional Planners Institute (APPI), Association of Professional Engineers and Geoscientists of Alberta (APEGA), BILD Edmonton Metro, Building Owners and Managers Association (BOMA), Canadian Home Builders Association (CHBA), Commercial Real Estate Development Association (NAIOP), Edmonton Construction Association, Media Art Design Edmonton (MADE), and the Royal Architectural Institute of Canada (RAIC).

In addition, during the 2024-25 term the Edmonton Design Committee:

- Continued to improve its onboarding process, creating additional resources for new Committee members; and
- Made a presentation to the Energy Transition and Climate Resilience Committee (ETCRC) in the interests of furthering an understanding of the respective Committees and promoting potential coordination and collaboration in the future.

2024 Meeting Summary – Key Topics and Motions Meeting Summary

Meeting	Summary - Key Topics and Motions
January	<ul style="list-style-type: none"> • 2 Informal reviews, 2 Formal reviews • Subcommittee provided an update on the 2024 EDC Work Plan
February	<ul style="list-style-type: none"> • 1 Informal review
March	<ul style="list-style-type: none"> • 3 Formal reviews
April	<ul style="list-style-type: none"> • 1 Formal review • Discussion on the updates to the Standards and Procedures (Apr 16)
May	<ul style="list-style-type: none"> • 2 Informal reviews, 2 Formal reviews • Onboarding and training session with new members (May 7) • 2024/25 Elections for Chair and Vice-Chairs (May 21)
June	<ul style="list-style-type: none"> • 1 Informal review, 5 Formal reviews • Special Meeting to discuss the Mandate and Permanency Review, and the EDC 2024/25 Work Plan and Industry engagement extension (Jun 17)
July	<ul style="list-style-type: none"> • 2 Formal reviews • Committee reviewed the draft Principles of Urban Design (Jul 16)
August	<ul style="list-style-type: none"> • 2 Informal reviews, 2 Formal reviews • Committee discussed the EDC boundary/scope of review (Aug 6) • Special meeting to review the What We Heard Report (Aug 20)
September	<ul style="list-style-type: none"> • 5 Informal reviews • Presentation by S. Caryle on DC1/rezoning applications (Sep 3)
October	<ul style="list-style-type: none"> • 3 Informal reviews, 2 Formal reviews • J. Mills provided the Committee with an update on her presentation to the Energy Transition Climate Resilience Committee (ETCRC) (Oct 1) • Special Meeting to review the EDC Work Plan Appendices A, B & C (Oct 29)
November	<ul style="list-style-type: none"> • 1 Formal review • Phase 2 EDC Work Plan engagement began (Nov 4)
December	<ul style="list-style-type: none"> • 1 Informal review, 3 Formal reviews • EDC representation on 2025 Edmonton Urban Design Awards (Dec 3)

Membership and Appointment Information

Edmonton Design Committee (EDC) 2024-25 Current Membership List			
Name	Appointed	Term Ends	Max Term
Craig Dorward - Architect (Vice-Chair)	May 1, 2023	Apr 30, 2026	2031
Greg Freer - Architect	May 1, 2024	Apr 30, 2026	2032
Neal LaMontagne - Post-Secondary Faculty (Vice Chair)	May 1, 2022	Apr 30, 2026	2030
Jonathan Monfries - Development Industry	May 1, 2023	Apr 30, 2026	2031
Melinda Tindall - Member at Large	May 1, 2022	Apr 30, 2026	2030
David Brown - Alberta Association of Landscape Architects (AALA)	May 1, 2018	Apr 30, 2026	2026
Kevin Dieterman - Alberta Association of Landscape Architects (AALA)	May 1, 2021	Apr 30, 2026	2029
Janice Mills - Edmonton Arts Council (Chair)	May 1, 2018	Apr 30, 2026	2026
Karen Oxley - Alberta Professional Planners Institute (APPI)	May 1, 2024	Apr 30, 2026	2032
Nick Pryce - Alberta Professional Planners Institute	May 1, 2022	Apr 30, 2026	2030
Raj Subramanian - The Association of Professional Engineers and Geoscientists of Alberta (APEGA)	May 1, 2024	Apr 30, 2026	2032

Reports and Communications

Correspondence submitted to Council:

For formal rezoning submissions, copies of EDC recommendations are typically attached to Council Reports provided to Council by Administration. In 2024, Council received copies of EDC recommendations attached to the following Council Reports:

1. Brentwood Townhomes Redevelopment- LDA23-0254 - Public Hearing April 2, 2024
2. Varsity-LDA24-0112-Public Hearing September 9, 2024

Concluding Remarks

The current composition of the Committee generally provides an interdisciplinary perspective on the review of projects from an urban design perspective.

In the day-to-day activities, the Committee as a whole has functioned efficiently and effectively, making meaningful recommendations to Administration and Council.

The EDC Sub-Committee further enhances the ability of EDC to deliver on its Council mandate, while responding to industry feedback and creating alignment with current best practices, ConnectEdmonton, The City Plan Big City Moves, and Council Priorities (i.e. Community Safety and Well-being, Arts and Culture, 15 Minute Districts, Mobility Network, Economic Growth, Climate Action and Energy Transition).

Edmonton Design Committee - 2024-2025 Resource Information

Administration’s support to the Edmonton Design Committee is funded from the Planning and Environment Services Branch operating budget.

Resources	2024 Projected	2024 Actual	2025 Projected
Expenditures			
Honoraria	\$30,000.00	\$24,075.00	\$30,000.00
Hosting (meetings) ¹	\$5,000.00	\$560.71	\$5,000
Volunteer Recognition	\$500.00	\$0	\$500.00
Total	\$35,500.00	\$15,400.00	\$35,500.00²

Human Resources	2024 Actual	2025 Projected
Staff Support		
Number of FTE(s) supporting the Committee: 3 positions, 0.70 total	Monthly Hours of Work Low Estimate: 20.0 High Estimate: 50.0	Monthly Hours of Work Low Estimate: 20.0 High Estimate: 50.0
Total FTE(s): 0.70	Total Average Hours: 35.0	Total Average Hours: 35.0

¹The Committee only elected to have two in-person meetings last year and this accounted for the low number for the actual.

²Projections to be finalized as part of Planning and Environment Services 2025 budget

Edmonton Design Committee - 2025 Work Plan

Mandate of Edmonton Design Committee (EDC)

The mandate of EDC will be to improve the quality of the City's urban design by providing:

- (a) recommendations regarding development applications; and
- (b) advice regarding urban design policies and principles.

EDC Goals for 2025

Goal 1: Reviewing development applications (ongoing)

The ongoing review of development applications (rezoning applications, development permits and City projects) is central to the mandate of EDC as set out by Council. EDC conducts its work in accordance with EDC Bylaw 20673 and other applicable City policies and procedures, with the goal of ensuring the efficiency, effectiveness and relevance of the Committee.

Goal 2: Finalizing changes to the EDC boundary and scope of review

The scope of the previous EDC work plan was limited to identifying *potential* realignments of the current EDC boundary, as well as other changes to its scope of review. The 2025-26 work plan will focus on further examining and analysing these potential changes to identify a set of specific recommendations for Council consideration, as well as amendments to EDC Bylaw 20673, as needed.

Goal 3: Implementing new Committee resources including updated Standards and Procedures, New Submission Guide and Principles of Urban Design

Updating the EDC Standards and Procedures, and preparing a new Submission Guide and Principles of Urban Design was a key focus of the 2024-25 EDC work plan. The 2025-26 work plan will focus on incorporating these new resources into the day-to-day function of the Committee. To support a successful implementation and use of these new resources, the Committee is looking to:

- Identify specific training needs (e.g., GBA+ training) to support the new Principles of Urban Design;
- Develop tools (e.g., webinars) to educate the design and development industry on these new resources;
- Introduce rapid feedback mechanisms (e.g., exit surveys), to allow the Committee to more readily adapt to change; and
- Introduce more opportunities for self-assessment (both collectively and individually) to support future recruitment, ensure member engagement and satisfaction, and maximize overall Committee performance.

Goal 4: Interacting with Council

In order to familiarize the new Council with the Committee and its mandate and function, the EDC is proposing to hold either a Council Luncheon or Council information Session, likely in Q1 2026.

Goal 5: Undertaking a review of recent projects to inform the Committee's work

This is a new initiative that has previously been identified by the Committee as a necessary exercise to identify the impact of the Committee's recommendations on the development approval process, to inform continual improvement of the Committee's processes and procedures.

This task would require Administration to select a representative number of recent rezoning and development permit projects, and conduct an analysis of each project before and after EDC review. This analysis can identify the types of projects in which

EDC recommendations are most impactful, and how the recommendations themselves can be best articulated to provide the most effective and relevant guidance for Development Planners.

In addition, during the 2025-26 term the Edmonton Design Committee will continue to:

- Improve its onboarding process, creating additional resources for new Committee members; and
- Seek opportunities to coordinate and collaborate with other Council Committees

Work Plan

Please note: The work plan presented below is subject to further project planning and refinement; however, the various action items have been scheduled to allow the committee to update Council on the progress of the work plan as part of the 2025 EDC Annual Report. This schedule has also been developed in a manner that responds to the capacities of both the committee and administration; action items will be accelerated wherever possible.

Goals	Timeline	Action Items	Expected Outcomes	Partners/ Stakeholders
<p>Goal 1: Reviewing Development Applications</p>	<p>Ongoing EDC meets twice monthly</p>	<ul style="list-style-type: none"> • Conduct the work of the Committee in accordance with applicable bylaws, policies and procedures • Identify minor improvements and adjust processes as necessary 	<ul style="list-style-type: none"> • Projects are reviewed in accordance with the EDC Bylaw and, updated EDC standards and procedures and new submission guide 	<ul style="list-style-type: none"> • Administrative support provided by Urban Planning and Economy (Urban Design)

<p>Goal 2: Finalizing changes to the EDC boundary</p>	<p>Start Date: May 2025</p> <p>Additional modelling Q3 2025</p> <p>Industry engagement + refinement Q4 2025</p> <p>Bylaw amendment Q1 2026</p>	<ul style="list-style-type: none"> • Undertake additional modelling as needed to further refine potential changes • Finalize recommended boundary changes • Engage with internal and external stakeholders on recommended boundary changes • Report back to Council as part of 2025 Annual Report • Prepare bylaw amendment for consideration by Council 	<ul style="list-style-type: none"> • Recommended boundary changes identified • Bylaw amendment for consideration by Council 	<ul style="list-style-type: none"> • Administrative support provided by Urban Planning and Economy (Urban Design) • Internal Stakeholders include COE Development Services • External Stakeholders include AAA, AALA, APPI, UDI, BILD, ULI, CHBA, IDEA. • Internal project support will be required from COE Communications and Engagement • Support may be required from COE Planning and Environment Services (testing and mapping)
<p>Goal 3: Implementing new Committee resources</p>	<p>Start Date: May 2025</p> <p>Identifying training needs Ongoing</p> <p>Development of communication, industry feedback and committee</p>	<ul style="list-style-type: none"> • Identify training needs and deliver / arrange training • Develop communications tools (e.g., updated websites, webinars), industry feedback tools (e.g., exit surveys), committee 	<ul style="list-style-type: none"> • Training identified and delivered • Communications tools developed and delivered 	<ul style="list-style-type: none"> • Administrative support provided by Urban Planning and Economy (Urban Design) • Internal project support will be required from COE Communications and Engagement

	<p>self-assessment tools Q3 2025</p> <p>Rollout of committee self-assessment tools Q4 2025</p> <p>Rollout of communication and industry feedback tools Q1 2026 (or sooner)</p>	<p>self-assessment tools (in addition to C575)</p> <ul style="list-style-type: none"> • Rollout of committee self-assessment tools • Report back to Council as part of 2025 Annual Report • Rollout of communications and industry feedback tools 		
Goal 4: Interacting with Council	<p>Anticipated date: Q1 2026</p>	<ul style="list-style-type: none"> • Plan and host a session (type to be determined) to improve awareness of the EDC 	<ul style="list-style-type: none"> • Improved awareness of the EDC • Recognition of outgoing EDC members (TBD) 	<ul style="list-style-type: none"> • Administrative support provided by Urban Planning and Economy (Urban Design)
Goal 5: Undertaking a review of recent projects	<p>Start Date: May 2025</p> <p>Identification and analysis of projects (by Administration) Q4 2025</p>	<ul style="list-style-type: none"> • Identify projects to be reviewed • Undertake analysis of the impact of committee recommendations • Provide summary to Committee for review • Incorporate as appropriate into the 2025 Annual Report 	<ul style="list-style-type: none"> • Summary report prepared by Administration, can be appended to 2025 Annual Report. 	<ul style="list-style-type: none"> • Internal project support will be required from COE Development Services

Sub-Committees for Council's Consideration

Name of the Sub-Committee	<i>Rationale</i>	<i>Composition of the Sub-Committee</i>
<p>EDC Work Plan Sub-committee</p>	<p>The EDC work plan sub-committee is required to complete the action items listed under Goals 2-5 (above).</p> <p>The present workload and composition (i.e. size) of the Committee does not allow this work to be undertaken in an efficient manner; establishing the sub-committee allows these actions to be undertaken in a much more focused and expedient manner.</p> <p>This work of the sub-committee will further enhance the ability of EDC to deliver on its Council mandate of providing recommendations on development approvals.</p> <p>This work is anticipated to take approximately 200 hours (40 hours x 5 sub-committee members), with members of the sub-committee meeting with Administration on a monthly basis. Members of the sub-committee will provide strategic direction to the work undertaken by Administration. Project management, engagement and other support of 0.1 -</p>	<p>The work plan sub-committee is envisioned to include up to 5 Committee members. The Committee may allow former EDC members - particularly those experienced with recent work planning - to join or otherwise contribute to the sub-committee.</p>

	0.2 FTE will be provided by City Administration (Planning and Environment Services, Communications and Engagement) using existing resources.	
--	----------------------------------------------------------------------------------------------------------------------------------------------	--

Edmonton Design Committee

EDC 2024 Annual Report

Edmonton

March 10, 2025

Janice Mills, EDC Chair
edmonton.ca/edc

The mandate of the Edmonton Design Committee will be to improve the quality of the City's urban design by providing recommendations regarding development applications; and advice regarding urban design policies and principles.

City of Edmonton Bylaw 20673

2024-25 Goals and Accomplishments - Overview

- **Goal 1:** Reviewing Development Applications
- **Goal 2:** Updating the Standards and Procedures
- **Goal 3:** Updating the Principles of Urban Design
- **Goal 4:** Initiating a review of the EDC boundary

Reviewing Development Applications

- **27 development permits**
- **4 rezonings** including 2 projects presented to Council at Public Hearing
- **7 City projects** including Garneau Affordable Housing, Walker Fire Hall, Mary Burlie Park and the Old Strathcona Public Realm Strategy

Updating the Standards and Procedures

- **Introducing a mission statement** to better communicate the purpose and value of the Committee
- **Exploring a new approach to informal submissions** that gives the Committee the ability to exempt projects from formal review
- **Providing new guidance on Committee recommendations** to better focus the scope of review

Updating the Principles of Urban Design

- **Articulating six principles** that better reflect best practice and align with both Connect(Ed)monton and The City Plan.
- **Creating a submission guide** that includes a simpler and less onerous submission process, and a clearer and more impactful evaluation process.

New Principles of Urban Design



Authentic and meaningful

Celebrating people and place, cultures, and natural and built heritage while promoting the evolution of culture for generations to come.



Healthy and inclusive

Creating safe and welcoming places for people of all cultures, incomes, ages, abilities and genders.

New Principles of Urban Design



Attractive and human-scaled

Creating comfortable, well-scaled public spaces that support walkability and create a memorable city image.



Connected and walkable

Integrating the movement of people within sites and public spaces across a multitude of modes, systems and scales, with a focus on walking and wheeling.

New Principles of Urban Design



Resilient and sustainable

Facilitating urbanization that supports energy transition and climate resilience and reduces our ecological footprint .



Vibrant and thriving

Enabling diverse activities, amenities and uses that contribute to lively, people-focused places.

Review of the EDC Boundary and Scope of Review

- **Aligning the EDC boundary to nodes and corridors**
- **Reviewing projects adjacent to major transportation corridors**
- **Reviewing all large site rezonings** regardless of their proximity to transit centres
- **Improving the project exemption process** with clearer principles for when existing criteria do not readily apply

Proposed 2025-26 Work Plan

- **Finalizing Changes to the EDC Boundary and Scope of Review** with amendments to the EDC Bylaw as needed
- **Implementing New Standards and Procedures, Principles of Urban Design and Submission Guide** including:
 - ◆ New committee training + industry education
 - ◆ Improved industry feedback + Committee self-assessment
- **Interacting with Council** through a Luncheon or Information Session
- **Undertaking a Review of Recent EDC Projects** to inform continual improvements to the Committee

Thank you.

Janice Mills, Chair
edmonton.ca/edc

The logo for the City of Edmonton, featuring the word "Edmonton" in white text on a dark blue square background.



COMMUNITY SERVICES ADVISORY BOARD - 2024 ANNUAL REPORT AND 2025 WORK PLAN

RECOMMENDATION

That the Community Services Advisory Board's request to establish one sub-committee for the 2025 Work Plan, as outlined in Attachment 3 of the March 10, 2025, Office of the City Clerk report OCC02859, be approved.

Report Purpose

Decision required

REPORT

In accordance with Bylaw 18156, Council Committees Bylaw, this report provides the Community Services Advisory Board (CSAB)'s annual update, including the previous year's work plan, resource allocations, and the proposed work plan for the upcoming year.

2024 Annual Report

The 2024 Annual Report provides a summary of CSAB's work over the past year, including:

- Goals and Accomplishments - key results and progress
- Meeting Summary - key topics and motions addressed during meetings
- Reports and Communications to Council - formal submissions and recommendations

2024-2025 Resource Information

The 2024-2025 Resource Information outlines the fiscal and human resources used in 2024 and projects the resource requirements for 2025.

2025 Work Plan

The 2025 Work Plan provides goals for 2025, which align with CSAB's mandate and Council's strategic objectives. It includes:

- 2025 Goals and Action Items - key focus areas and steps required to achieve each goal
- Expected Outcomes - anticipated impacts and benefits of the planned work

COMMUNITY SERVICES ADVISORY BOARD - 2024 ANNUAL REPORT AND 2025 WORK PLAN

- Collaborating Partners/Stakeholder - other groups and stakeholders involved in achieving the goals

Sub-Committee Request

CSAB is seeking Council's approval to establish one sub-committee to support its 2025 goals. The sub-committee will provide advice to CSAB about the allocation of funds as required under the Family and Community Support Services (FCSS) legislation, support the monitoring and evaluation of the programs and provide advice and knowledge of the social environment in Edmonton as required. This sub-committee ensures the ongoing support for the substantial workload of the FCSS program, while providing time in Committee meetings to focus on discussing other priorities of the Committee.

Further details are provided in the 2025 Work Plan (Attachment 3).

The Social Development Branch supports the request to establish the sub-committee.

ATTACHMENTS

1. Community Services Advisory Board - 2024 Annual Report
2. Community Services Advisory Board - 2024-2025 Resource Information
3. Community Services Advisory Board - 2025 Work Plan

Community Services Advisory Board - 2024 Annual Report

Message from the Chair

It has been a wonderful year for the Community Services Advisory Board! The board of 13 members has provided advice to City Council and Administration on priorities for community services, while providing recommendations for the Family and Community Support Services (FCSS) and Community Investment Operating Grant (CIOG) programs.

The board welcomed three new board members in the spring who have been eager to learn and provide recommendations on community services in Edmonton. To welcome new members and thank outgoing members, a volunteer appreciation event was hosted at the Yorath House for both CSAB members and FCSS committee members to recognize all their contributions and achievements. We would also like to thank our previous board members for all their passion, hard work and dedication provided to CSAB over the years.

CSAB also hosted its inaugural Edmonton FCSS Board Chair Networking Event with 39 Board Chairs from agencies funded to provide FCSS programs and services. The event was a great success as it provided an opportunity to learn, connect and build relationships with Board Chairs, while engaging in discussion about current issues with their boards and community services in Edmonton.

On behalf of the Community Services Advisory Board, I would like to extend our gratitude and appreciation to City leaders and staff from the Community Services department for their ongoing willingness to engage, collaborate and be receptive to the recommendations from board members about the future of community services. I would also like to extend our appreciation to Councillor Wright for her guidance and continued support.

It has been a pleasure to lead, empower and provide board governance to the Community Services Advisory Board. I would like to thank all our board members for their continued dedication to improving community services in Edmonton.

- Jenny Albers, Chair Community Services Advisory Board

Purpose of the Annual Report

This annual report has been developed to meet the requirements of Bylaw 18156 - Council Committees Bylaw, which sets out the annual reporting requirements for Council Committees. Under Bylaw 18156, all Council Committees will:

- Report to Council at least annually.
- Approve a work plan that aligns with Council's strategic objectives and the Council Committee's mandate, including a reporting of what resources were provided in the previous year and the anticipated resource requirements for the upcoming year.
- During its annual report to Council, present the work plan as well as a summary of the status of the previous year's work plan.

Mandate of Community Services Advisory Board (CSAB)

The mandate of CSAB is to provide advice regarding grant funding allocations and to have a key role in developing a long term plan for community services in the City.

Report on 2024 Work Plan Goals and Accomplishments

Goal 1	Affordable Housing and Prevention of Homelessness
Key Results	<ul style="list-style-type: none"> • Increased understanding of the priorities and current work of the City's Affordable Housing and Prevention of Homelessness Strategy. • Engaged and provided feedback on future strategies for affordable housing, while shared connections and impacts to the local community.
Summary of Progress	<ul style="list-style-type: none"> • One meeting (June) was focused on this topic. Rachael Putt and Caitlin Beaton from the City provided a presentation to the board and answered questions.

Goal 2	Community Safety and Wellbeing
Key Results	<ul style="list-style-type: none"> • Increased understanding of the City's Community Safety and Wellbeing Strategy, while engaging and sharing feedback on the strategy.

	<ul style="list-style-type: none"> • Developed an understanding of the priorities and current work of the Community Services department and other Administration areas, specific to community safety and wellbeing. • Learned from community organizations about the importance and impacts of community safety and wellbeing to their clients and local community.
Summary of Progress	<ul style="list-style-type: none"> • Three meetings (January, April and November) were focused on this topic. • Matthew Cheung and Nancy Jacobsen from Administration presented on the Safe and Inclusive Spaces Report. The board provided feedback on the approach and importance of connection with the community. • Kelta Coomber from the Community Services Strategy Team presented on the Community Safety and Wellbeing Strategy. • Boyle Street Community Services program presented on digital platforms and how they support community efforts to connect individuals to community services and increase their wellbeing. • Edmonton Age Friendly Alliance presented on the importance of building communities for seniors and ensuring they are represented in community services in Edmonton.

Goal 3	Family and Community Support Services (FCSS)
Key Results	<ul style="list-style-type: none"> • Provided recommendations on the Edmonton Family and Community Support Services (FCSS) program to increase social inclusion and equity by funding programs and services, community development initiatives and social infrastructure. • Supported the FCSS program’s focus on the strategic priority areas identified below and funded programs will report on the identified outcomes as part of their annual reporting. <ul style="list-style-type: none"> ○ Healthy Social Emotional Development ○ Healthy Relationships ○ Positive Mental Health ○ Poverty Reduction and Homelessness • The Edmonton FCSS Report will be shared in Spring 2025 with more information about the key results of the program.
Summary of Progress	A 2024 Edmonton FCSS Board Chair Networking Event was held in November at the Prince of Wales Armouries.

	<ul style="list-style-type: none">• 39 Board Chairs from agencies funded to provide FCSS programs and services attended the event to engage with other Board Chairs, CSAB members and Administration.• The event provided an opportunity to learn, connect and build relationships and discuss specific issues related to the role of a Board Chair.• An overview of the FCSS program was provided, along with current social services research and current trends.• Board Chairs engaged in active discussion on current issues within their boards and community services in Edmonton.• Edmonton Chamber of Voluntary Organizations (ECVO) was in attendance and provided information to Board Chairs about available resources for their board members and volunteers. <p>The following changes were recommended by the FCSS subcommittee and approved by CSAB:</p> <ul style="list-style-type: none">• A one year extension of funding to the seven organizations whose funding within the Social Infrastructure / Strong Sector stream was expiring at the end of 2024. This stream supports collaborations, sector support and coordination, research, innovation, learning opportunities and addressing emerging needs and issues.• Supporting the funding of two organizations that approached Edmonton FCSS for funding in 2025 due to changes in funding from another community funder. Both programs advanced belonging and inclusion, as well as community development and collaborative approaches aligned with FCSS priorities and theory of change.
--	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

FCSS Sub-committee Members 2024	
CSAB Members	Community Members
Azumme Degun	Ashton Raeyr
Bette Gray	Bonnie Chan Maier
Francisco Yu	Sarah Barber (United Way representative)
Luke Statt (Chair)	Victoria Smith
Samuel Mammen	
Shaun Percival	
Sheineen Nathoo	

Goal 4	Community Investment Operating Grant (CIOG)
Key Results	<ul style="list-style-type: none"> • Provided recommendations on the Community Investment Operating Grant, which provides operating assistance to not-for-profit organizations to help them provide programs, services and activities benefiting the residents of Edmonton. • The budget for the 2024 program is \$968,500 with \$484,250 allocated to the Social Services sector and \$484,250 allocated to the Amateur Sport and Active Recreation sector.
Summary of Progress	<ul style="list-style-type: none"> • Three meetings (January, April and September) were focused on this topic. <p>Provided approval of the 2024 CIOG award recommendations provided by Administration.</p> <ul style="list-style-type: none"> • For the 2024 program, there was a maximum award of \$15,000 and a minimum award of \$500. • 145 organizations whose primary mandates include Social Services (73 organizations) or Amateur Sport and Active Recreation (72 organizations) sector received operating grants.

	<p>The following changes for the 2025 CIOG program were recommended by Administration and approved by CSAB:</p> <ul style="list-style-type: none"> • The appeal process will be removed, commencing in 2025. • The grant launched in November 2024 and closed at the end of January 2025, which will result in organizations receiving funds earlier in the year. • The minimum award of \$500 and maximum award of \$15,000 would remain the same for 2025. • An update to the application scoring matrix, specifically for the governance and equity and inclusion sections of the scoring. A matrix specific to each sector will be implemented to ensure the scoring adequately addresses the different ways that the sectors demonstrate governance, equity and inclusion. • A review of Social Services eligibility was conducted and an additional question for the Social Services sector applicants will be added where they can identify their focus area.
--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

In addition, the following was also completed by CSAB:

- Provided feedback to Edmonton Elections on the proposed accessibility and inclusion strategies to increase engagement in the 2025 Edmonton Election.
- Engaged in a presentation with Edmonton Police Commission member, Shazia Amiri, to learn about the Edmonton Police Commission role and responsibilities.
- Celebrated CSAB and FCSS committee members in a volunteer appreciation event at Yorath House, while building board relations and community connections.

2024 Meeting Summary – Key Topics and Motions Meeting Summary

Meeting	Summary - Key Topics and Motions
<p>January 23, 2024</p>	<ul style="list-style-type: none"> • Discussion: Public Spaces Bylaw 20700 Council Report • Motion: Draft and submit a letter to City Council regarding Public Spaces Bylaw 50700 • Motion: Request that Council approve to retain the FCSS subcommittee as a subcommittee of CSAB • Motion: 2024CAAB001 - 2024 Community Investment Operating Grant (CIOG) Recommendations
<p>February 27, 2024</p>	<ul style="list-style-type: none"> • Presentation: Safe & Inclusive Public Spaces Report (M. Cheung, N. Jacobsen)

Attachment 1

	<ul style="list-style-type: none"> ● Chair Presentation: Annual Report, Work Plan and FCSS subcommittee request
March 26, 2024	<ul style="list-style-type: none"> ● Admin Presentation: Affordable Housing & Prevention of Homelessness (R. Putt)
April 23, 2024	<ul style="list-style-type: none"> ● Community Presentation: How Digital Platforms Support Community Efforts to Connect Individuals to Services (Boyle Street Community Services) ● Motion: 2024CAAB002 - 2024 Community Investment Operating Grant (CIOG) Recommendations
May 28, 2024	<ul style="list-style-type: none"> ● Admin Presentation: Edmonton Elections - Engagement Regarding Accessibility and Inclusion Strategies (C. Heywood) ● Admin Presentation: Family and Community Support Services (FCSS) 2023 Annual Report (J. Smith) ● Board Learning Opportunity: Orientation and welcome new board members
June 25, 2024	<ul style="list-style-type: none"> ● Admin Presentation: City Plan to End Homelessness (R. Putt and C. Beaton) ● Board Discussion: Review of CSAB's mandate, as per the Office of the City Clerk ● Motion: 2024CAAB003 - Social Infrastructure Funding Update and Recommendations ● Motion: 2024CAAB004 - FCSS Committee Membership 2024/2025
September 24, 2024	<ul style="list-style-type: none"> ● Community Presentation: Edmonton Police Commission (S. Amiri) ● Board Discussion: Meeting Norms and Structures ● Motion: 2024CAA005 - Social Infrastructure Funding Recommendation ● Motion: 2024CAAB006 - CIOG Program Recommendations
October 22, 2024	<ul style="list-style-type: none"> ● Board Learning Opportunity: Appreciation event at Yorath House ● Motion: 2024CAAB007 - FCSS Funding Recommendation - Community Programs
November 26, 2024	<ul style="list-style-type: none"> ● Admin Presentation: Community Safety and Wellbeing Strategy (K. Coomber) ● Community Presentation: Edmonton Age Friendly Alliance (S. Hallett and K. Schreiner)

Membership and Appointment Information

Community Services Advisory Board (CSAB) 2024-25 Membership List			
Name	Appointed	Term Ends	Max Term
Jenny Albers - Chair	May 1, 2022	Apr 30, 2026	2030
Azumme Degun	May 1, 2023	Apr 30, 2026	2031
Kanwal Lali	May 1, 2017	Apr 30, 2026	2026
Elizabeth LoPresti	May 1, 2024	Apr 30, 2026	2032
Samuel Mammen	May 1, 2023	Apr 30, 2026	2031
Sheineen Nathoo	May 1, 2024	Apr 30, 2026	2032
Shaun Percival	May 1, 2023	Apr 30, 2026	2031
Ahmed Rana	May 1, 2023	Apr 30, 2026	2031
Bronwyn Reeves	May 1, 2024	Apr 30, 2026	2032
Shane Scott	May 1, 2022	Apr 30, 2026	2030
Luke Statt - Vice Chair	Jul 4, 2022	Apr 30, 2026	2030
Francisco Yu	May 1, 2022	Apr 30, 2026	2030

Reports and Communications

Reports by CSAB to Council:

1. March 5, 2024, City Council, 5.2, OCC02275, Community Services Advisory Board - 2023 Annual Report and 2024 Work Plan
2. March 6, 2024, Community and Public Services Committee, 6.7, Community Services Advisory Board - 2024 Recruitment

Correspondence submitted to Council:

1. Public Spaces Bylaw 20700 - Community Services Advisory Board - February 7, 2024

Concluding Remarks

The Community Services Advisory Board is looking forward to supporting the future of community services in Edmonton. For 2025, the board is excited to continue to focus on City Council's priorities for community services in Edmonton, while allocating community grant funding to support organizations who are supporting our community with preventative programs and services, community development initiatives and social infrastructure. We thank both City Council and Administration for their continued support and dedication for community services in Edmonton.

Community Services Advisory Board - 2024-2025 Resource Information

Administration’s support to the Community Services Advisory Board is funded from the Social Development Branch operating budget.

Resources	2024 Projected	2024 Actual	Comments
Expenditures			
Honorarium	\$13,250	\$8,800	Honorarium was budgeted to include all members attending a total of 10 meetings annually. The shortfall is as a result of members either not attending a meeting or not taking honorarium.
Hosting / Facilities (e.g., room rentals, food and Board Chair event)	\$3,250	\$1,854	Budgeted for in-person meetings, however many meetings were held virtually in 2024.
Transportation (e.g., travel, parking)	\$500	\$600	
Learning Opportunities / Training	\$2,000	\$901	Two members attended the Family and Community Support Services (FCSS) Conference.
Child, Elder and Special Needs Care for Dependents	\$500	\$0	Budgeted for in-person meetings, however many meetings were held virtually in 2024.
Volunteer Recognition (e.g., gifts, FCSS recognition)	\$4,000	\$286	CSAB planned to provide more recognition for board members and Family and Community Support Services (FCSS) Sub-Committee members in 2024 but spent minimally.
Communications / Print Materials (e.g., FCSS Annual Report)	\$1,000	\$0	Unable to utilize the budget in 2024.
Program Expenses / General Services Costs	\$6,000	\$37	While CSAB intended to fully utilize the allocated budget; substantial in-kind support from the City and its funded partners resulted in low utilization of those funds.

(e.g., community engagement, professional services)			
Total	\$30,500	\$12,478	

2025 Budget

For 2025, Administration will have a dedicated team to provide ongoing support to CSAB to effectively manage their budgets and fulfill their mandate. Expenditure lines have been realigned to simplify financial tracking and reporting with clear categories for expenses. Several outdated or redundant expenditure categories have been merged for clarity and efficiency. The 2025 projections are as follows:

Resources	2025 Projected
Expenditures	
Honorarium	\$13,250
Hosting / Facilities¹ (e.g., room rentals, food and Board Chair event)	\$5,000
Transportation (e.g., travel, parking)	\$1,000
Learning Opportunities / Training (e.g., FCSS conference, speakers)	\$4,000
Child, Elder and Special Needs Care for Dependents	\$500
Volunteer Recognition² (e.g., gifts, FCSS recognition)	\$5,000
Program Expenses / General Services Costs (e.g., community engagement, professional services)	\$2,000
Total	\$30,750

¹CSAB is encouraging more in-person meetings in 2025 (and will be providing food).

²For 2025, due to the FCSS funding cycle and the increased workload for FCSS subcommittee members (whose work on the sub-committee is not eligible for honorariums), additional funds have been allocated for proper recognition.

Human Resource Requirements

Human Resources	2024 Actual	2025 Projected
Staff Support		
Number of FTE(s) supporting the Committee: 0.75 (0.5 Facilitator, 0.25 Coordinator)	Monthly Hours of Work Low Estimate: 25 High Estimate: 35	Monthly Hours of Work Low Estimate: 68 High Estimate: 100
Total FTE(s): 0.75	Total Average Hours: 30	Total Average Hours: 84

Community Services Advisory Board - 2025 Work Plan

Mandate of Community Services Advisory Board (CSAB)

The mandate of CSAB is to provide advice regarding grant funding allocations and to have a key role in developing a long term plan for community services in the City.

CSAB Goals for 2025

Priority 1	Family and Community Support Services (FCSS): Work continues throughout the year, visits to funded programs, presentation and strategic discussions on the next funding cycle (2026-2028).
Priority 2	Community Services: Advise Council and City administration on community services in Edmonton
Priority 3	Community Investment Operating Grant: Support with review of implementation and grant applications for 2025 cycle.

Work Plan

DATES	DISCUSSION TOPIC	OUTCOME	TIMELINE ITEMS
January 28	Council Report Presentation & Discussion: <ul style="list-style-type: none"> Public Spaces Bylaw (J. Lema, M. Gunther) 	Learn about the Council Report and changes from the previous iteration of the Bylaw proposal. Decision on whether to advise Council.	<ul style="list-style-type: none"> Bylaw 20700 - Public Spaces Bylaw - Additional Information (CPSC, February 10)
	FCSS: <ul style="list-style-type: none"> 2026-2028 Funding Cycle 	Review proposed plan for next funding cycle. Review priorities identified by Board	

	<ul style="list-style-type: none"> Board Chair Event debrief 	Chairs and reflect into the 2025 work plan.	
	<p>Strategic Planning:</p> <ul style="list-style-type: none"> Work plan development Identify learning opportunities 	Identify priority work to finalize the 2025 work plan.	
February 25	<p>City Presentation (Presenter TBD):</p> <ul style="list-style-type: none"> FCSS priorities for the 2026-2028 funding cycle Homeless Prevention & Mental Health Community Plan 	Gain an understanding of the funding priorities, to support the assessment process of FCSS applications. Learn about current strategies on homeless prevention and mental health.	<ul style="list-style-type: none"> FCSS program application opens (February / March)
March 26	<p>FCSS:</p> <ul style="list-style-type: none"> 2026-2028 funding cycle orientation for assessment Spring Board Chair event planning 	<p>Understand the process for assessing FCSS applications, expectations, checking biases and conflict of interest.</p> <p>Community engagement. Opportunity for FCSS funded agency Board Chairs to build relationships with each other, as well as to discuss issues and concerns facing the not for profit sector to CSAB.</p>	<ul style="list-style-type: none"> CS02082: Violence Prevention Action Plan - Update (CSPC, March 3) CS02575: Transition Strategy for Homelessness Related Services (CPSC, March 31) Annual Report presentation at Council (March 10)
April 22	<p>FCSS:</p> <ul style="list-style-type: none"> 2026-2028 funding cycle applications Spring Board Chair event planning 	Support and review of 2026-2028 funding cycle applications, throughout the month of April	

May 27	Board Development: <ul style="list-style-type: none"> • New board member orientation • Board learning opportunity 	Provide information to new board members and a refresher to current members. An opportunity to meet and engage with other board members.	<ul style="list-style-type: none"> • New board member starts
May (Date TBD)	Board Chair Event <ul style="list-style-type: none"> • Event for FCSS Board Chairs: Opportunity for relationship building, issue and trend identification. Partner with ECVO. 		
June 24	FCSS: <ul style="list-style-type: none"> • Support and review of 2026-2028 funding cycle applications 		<ul style="list-style-type: none"> • CS02840: Connections & Exchanges Annual Update (CPSC, June 16)
July	No Meeting (Summer Break)		
August 26	City / Community Presentation: <ul style="list-style-type: none"> • TBD 		
September 23	Community Presentation & Discussion: <ul style="list-style-type: none"> • Edmonton Chamber of Voluntary Organization (ECVO) 	Learn about the non-profit sector in Edmonton and how ECVO is supporting organizations working better together.	
October 28	Board & FCSS Subcommittee Recognition	Opportunity to recognize board and subcommittee members.	<ul style="list-style-type: none"> • Municipal Election (October 20)
November 25	City / Community Presentation: <ul style="list-style-type: none"> • TBD 		
December	No Meeting (Holiday Break)		

er	
----	--

*This plan will be adjusted as topics of interest, or CSAB perspective is required throughout the year.

Sub-Committees for Council’s Consideration

Name of the Sub-Committee	Rationale	Composition of the Sub-Committee
<p>Family and Community Support Services (FCSS) Sub-Committee</p>	<p>This sub-committee is required to complete the action items listed under Priority 1: Family and Community Support Services (FCSS) Program. The sub-committee will provide advice to the CSAB about the allocation of funds as required under the Family and Community Support Services (FCSS) legislation, support the monitoring and evaluation of the programs and provide advice and knowledge of the social environment in Edmonton as required.</p> <p>As well, the FCSS sub-committee will bring recommendations on funding allocations to CSAB before the final recommendations are approved.</p> <p>A FCSS sub-committee has existed for the past 19 years of the Community Services Advisory Board. This sub-committee ensures the ongoing support for the substantial workload of the FCSS program, while providing time in Committee meetings to focus on discussing other priorities of the Committee.</p>	<p>The sub-committee must consist of a minimum of six members that will be responsible for the goal and action items of this sub-committee. A minimum of four Council appointed CSAB members will be required on the sub-committee. Additionally, the Committee would like to invite non-board members to join the sub-committee to support the work.</p> <p>Currently, the majority of all community members on the FCSS sub-committee are past CSAB board members. Whereas, the other sub-committee members were included for their specific community expertise and funder representation.</p>

Community Services Advisory Board (CSAB)

Edmonton

2024 Annual Report & 2025 Work Plan

City Council
March 10, 2025

Jenny Albers
Chair, Community Services Advisory Board (CSAB)

Board Overview

Provide advice regarding grant funding allocations and have a key role in developing a long term plan for community services in the City of Edmonton

- 13 board members
- Family and Community Support Services (FCSS) subcommittee



2024 Annual Report

2024 Goals

1. Affordable Housing and Prevention of Homelessness
2. Community Safety and Wellbeing
3. Family and Community Support Services (FCSS)
4. Community Investment Operating Grant (CIOG)

Additional Engagement

- 2025 Edmonton Election
- Edmonton Police Commission
- Volunteer appreciation event

2025 Work Plan & Resource Allocation

2025 Goals

1. Family and Community Support Services (FCSS)
2. Community Services
3. Community Investment Operating Grant (CIOG)

Sub-Committee Request

- Family and Community Support Services (FCSS)

Budget and Resource Allocation

- Board Chair event
- Increase recognition and training opportunities

Questions

Jenny Albers

Chair, Community Services Advisory Board (CSAB)

Page 123 of 305

Edmonton



ACCESSIBILITY ADVISORY COMMITTEE - 2024 ANNUAL REPORT AND 2025 WORK PLAN

RECOMMENDATION

That the Accessibility Advisory Committee's request to establish two sub-committees for the 2025 Work Plan, as outlined in Attachment 3 of the March 10, 2025, Office of the City Clerk report OCC02857, be approved.

Report Purpose

Decision required

REPORT

In accordance with Bylaw 18156, Council Committees Bylaw, this report provides the Accessibility Advisory Committee (AAC)'s annual update, including the previous year's work plan, resource allocations, and the proposed work plan for the upcoming year.

2024 Annual Report

The 2024 Annual Report provides a summary of AAC's work over the past year, including:

- Goals and Accomplishments - key results and progress
- Meeting Summary - key topics and motions addressed during meetings
- Reports and Communications to Council - formal submissions and recommendations

2024-2025 Resource Information

The 2024-2025 Resource Information outlines the fiscal and human resources used in 2024 and projects the resource requirements for 2025.

2025 Work Plan

The 2025 Work Plan provides goals for 2025, which align with AAC's mandate and Council's strategic objectives. It includes:

- 2025 Goals and Action Items - key focus areas and steps required to achieve each goal
- Expected Outcomes - anticipated impacts and benefits of the planned work

ACCESSIBILITY ADVISORY COMMITTEE - 2024 ANNUAL REPORT AND 2025 WORK PLAN

- Collaborating Partners/Stakeholder - other groups and stakeholders involved in achieving the goals

Sub-Committee Request

AAC is seeking Council's approval to establish two sub-committees to support its 2025 goals. The sub-committees will focus on policy review and community engagement. Due to time constraints in main meetings, these sub-committees will facilitate deeper discussions and working sessions. Administration has historically supported similar subcommittees.

Further details are provided in the 2025 Work Plan (Attachment 3).

The Social Development branch, which provides administrative support to AAC, supports the request to establish the two sub-committees.

ATTACHMENTS

1. Accessibility Advisory Committee - 2024 Annual Report
2. Accessibility Advisory Committee - 2024-2025 Resource Information
3. Accessibility Advisory Committee - 2025 Work Plan

Accessibility Advisory Committee - 2024 Annual Report

Message from the Chair

First and foremost, I would like to acknowledge the contributions of each committee member; all bring diverse knowledge and experience to the table with the common goal of improving accessibility for all who live and visit our city.

We were pleased to see more advancements in accessibility in 2024. Our long-standing priorities of affordable and accessible housing, snow and ice control, transportation, and a reliable para-transit system remained the same.

We spoke at the spring 2024 budget deliberations with the Edmonton Seniors Coordinating Council and the Edmonton Federation of Community Leagues in support of an Assisted Snow Shovelling Pilot, which was approved and launched. This will assist those who do not have the support and ability to meet the city standards of snow removal on residential sidewalks, have access to safe walkways, and avoid penalties.

We have continued to correspond with Vehicle for Hire (VFH). In June of 2023, City Council voted to amend the VFH bylaws to mandate training for all VFH drivers; the training is aimed to standardize driver knowledge of accessibility, customer service and safety, and bylaws and driver requirements. Thank you to all who have contributed to that work! There is still a lack of accessible vehicles on the roads; as part of the work plan for 2025-26, VFH will be seeking stakeholder feedback to inform the degree to which administration should regulate, incentive, subsidize, and/ or operate Vehicle For Hire services where gaps in service exist. Of course, we will continue to advise on the essential need for incentives and/or subsidies to get more accessible vehicles on the road.

In 2019, City Council passed Policy C602, Accessibility for People With Disabilities. We met regularly with the Co-chairs of the Corporate Accessibility Committee and had the opportunity to provide input on the next round of corporate actions for the 2025-29 action plan; public engagement will be in March 2025, and we encourage all to participate.

Accessible housing will always be a key priority for this committee - we continue to meet with administration and stakeholders of city-owned housing programs, as these fall into the municipal jurisdiction. The primary concern is accessibility standards are not defined, nor do they need to be enforced; that said, we are seeing a will and improvements to some city-owned housing developments.

The AAC receives tremendous support from city administration, and the needle moves on accessibility in our city with their support. A very special thank you to Allyson Szafranski for her foundational support of the AAC, and the Office of the City Clerk for their support and guidance.

Thank you to our Council Representatives, Councillor Keren Tang, and Councillor Jo-Anne Wright; we are thankful for their guidance and contributions. Councillor Tang will continue to fill the role, and we are grateful.

It is a privilege to be a member of the AAC; this is my last year as Chair, as I have met the term limit. Chairing this committee has been the most rewarding professional experience to date. I am so grateful for all I have learned and the friendships that developed along the way - together, we are removing barriers. Thank you to everyone who has respected our collective advisory voice and responded in kind and progress.

Purpose of the Annual Report

This annual report has been developed to meet the requirements of Bylaw 18156 - Council Committees Bylaw, which sets out the annual reporting requirements for Council Committees. Under Bylaw 18156, all Council Committees will:

- Report to Council at least annually.
- Approve a work plan that aligns with Council's strategic objectives and the Council Committee's mandate, including a reporting of what resources were provided in the previous year and the anticipated resource requirements for the upcoming year.
- During its annual report to Council, present the work plan as well as a summary of the status of the previous year's work plan.

Mandate of Accessibility Advisory Committee (AAC)

The mandate of AAC is to provide advice and recommendations to Council about facilities and other infrastructure, programs, services, activities and policies, for the purpose of improving the City's liveability, inclusiveness and accessibility for individuals with disabilities.

Report on 2024 Work Plan Goals and Accomplishments

<p>Goal 1</p>	<p>Transportation - To support a mobility system that provides different ways to move around the City and evolves as the City evolves</p>
<p>Key Results</p>	<ul style="list-style-type: none"> ● Provided feedback on the 'LRT Communication Tools on Safety' Presentation - Roberta Farion/Julia Molaro ● Valley Line LRT and Snow Removal on Platforms - Letter to Council ● CBC Interview re: e-bikes/e-scooters ● Assisted Snow Removal Program - consulted ● Valley Line West LRV Seating arrangements at Policy Sub Committee ● City of Edmonton Service Dog Guidelines Presentation - Chad Nelson ● Review the 'Rider Experience on Paratransit' Report - letter sent to Council ● Arc Card Tapless Exemption Presentation - Vicki Gudelj ● E-Park New App - letter to Parking Services regarding lack of information about 2 hour courtesy parking available to placard holders ● The AAC collects Accessible Parking Placard data for Edmonton, as well as enforcement of Accessible Parking ticketed infractions year over year. The situation is not improving. 2024 Enforcement Teams wrote 4,046 tickets, up from 3,006 in 2023.
<p>Summary of Progress</p>	<ul style="list-style-type: none"> ● The Vehicle for Hire Section currently shares updates with key stakeholders like the AAC through a quarterly newsletter. All revised driver education curriculum has been completed and is to be implemented by April 2025. ● Vehicle for Hire will be invited to come and discuss their next workplan activity around fare reviews with the AAC in 2025. ● AAC engaged in issues around LRT Platform Snow Removal practices. ● AAC will review 2024 data on Disabled Parking Placards issues; Accessible Parking stall ticket violations; parking stall requirements, etc. ● AAC engaged with parking services as the new app does not indicate that Disabled Parking Placard Holders may park for free for the first 2 hours in City of Edmonton metered parking spots. ● AAC consulted with Edmonton Transit Services on 'tapless exemptions' for people who are not physically able to tap the Arc

	<p>Card.</p> <ul style="list-style-type: none"> • AAC is monitoring Edmonton Transit Services initiatives around the new practice of blue curb paint at Transit Centres. • A member of the Edmonton Transit Service Advisory Board has been regularly attending the AAC Meetings.
--	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<p>Goal 2</p>	<p>Accessible Housing - Nobody is in core housing need</p>
<p>Key Results</p>	<ul style="list-style-type: none"> • Priority Growth Areas - Jordan McAurther at Policy Review Sub-Committee • Amnesty International, 'Housing Is a Human Right' Panel discussion - Tonia as a panelist • Housing Task Force Letter sent to Council • Excel Society at Community Engagement - Tyler North • Affordable Housing Guidebook - Affordable Housing Plan - Rionel Comia/Scott Ashe/Carleen Etmanski/Lara Pinchbeck • Community Safety and Well Being Pillars - Wesley Andreas/Kelta Coomber • Policy C601 - Affordable Housing Policy Engagement
<p>Summary of Progress</p>	<p>The AAC sent a letter to Council indicating the ways the City can impact affordable/accessible housing:</p> <ol style="list-style-type: none"> 1. Approve the Zoning Bylaw Renewal Initiative that offers incentives for builders to build accessible properties. 2. Through the City's Affordable Housing Tax Grant (approved January 2023). Offer further tax incentives to developers who prioritize accessibility/affordability beyond minimum standards. 3. Create a consolidated list of resources and educational opportunities for developers (both market and non-market) to use to build their understanding of the benefit of, and need for accessible/affordable housing; and how to achieve accessible buildings. <ol style="list-style-type: none"> a. Clear definitions of what makes a home/unit accessible. b. Breakdown resistance to new design approaches. c. Support knowledge building around accessibility. 4. Use the City's communications channels to build Edmontonians' understanding of the value of accessible/affordable housing, not just for the disability community but for everyone. 5. Through the Affordable Housing Investment Program, continue to prioritize accessibility in the construction grants for non-market housing providers. In city-led Affordable Housing

	<p>Projects, the City should lead by surpassing minimum accessible unit requirements.</p> <ol style="list-style-type: none"> 6. Use the City's influence to advocate for Provincial Accessibility Legislation to improve regulatory requirements. 7. Create (or in partnership) a centralized system that would help in determining accessible housing supply and demand, while streamlining the housing process. <p>AAC Members participated in the Affordable Housing Sections Engagement sessions on Policy C601 - Affordable Housing.</p>
--	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<p>Goal 3</p>	<p>Policy C602: Corporate Accessibility Policy & Corporate Actions - To create a culture of acceptance and inclusion to enable full participation of Edmontonians.</p>
<p>Key Results</p>	<ul style="list-style-type: none"> • Policy C602 Accessibility for People with Disabilities Final Report for 2021- 2024 - Yogi Subramonian/Heather Craig • C602 Public Engagement Session- Yogi Subramonian/Heather Craig • C602 Accessibility for People with Disabilities - Final Report/What We Heard Report
<p>Summary of Progress</p>	<p>The AAC continues to be involved in updates, public engagement and 'What We Heard' Reports related to the City's Policy C602 Corporate Accessibility Policy and the upcoming Corporate Actions related to the Policy. This is a key policy and actions to improve accessibility for all Edmontonians through internal actions at the City of Edmonton.</p>

<p>Goal 4</p>	<p>Community Engagement: To intentionally interact with members of the disability community through partnerships; listening to individuals and through research communities.</p>
<p>Key Results</p>	<ul style="list-style-type: none"> • The Disability Advocates Office and Voices for Albertans with Disabilities provided a presentation on their respective roles in advocacy for people with disabilities. • Gateway Association @ Community Engagement - Jamie Thiessen • Ryan Popplestone/Greg McMeekin - Office of the Provincial Advocate for People with Disabilities • Interagency for Inclusive Recreation Meeting (February/June/November)

	<ul style="list-style-type: none"> ● Excel Society at Community Engagement - Tyler North ● AAC Annual Report Shared with the disability community ● Treat Accessibly - promoted and attended by members ● Barrier Free Alberta Rally - promoted and attended by members ● International Day of Persons with Disabilities, NDP Caucus Reception - promoted and attended by members
<p>Summary of Progress</p>	<p>The AAC was successful in hosting meetings that included key members of the disability advocacy community to glean understanding of each other's priorities and roles. In addition, community organizations were invited for informal presentation and information sharing to build connection and understanding. One large communication was sent out in 2024 sharing the work of the AAC. AAC has maintained three social media channels (X (1,003 followers), Facebook (1,315 followers) and Instagram (315 followers) in 2024.</p>

In addition, the following was also completed by AAC:

- Indigenous Allyship Training with Bent Arrow Healing Society (9 members participated)
- Mayor's Dinner and Fall Budget Adjustments (2 members participated)
- Community Safety and Well Being discussion and feedback - Main Meeting
- Presentation from Commonwealth Stadium Rehabilitation Project Team as well as the Holyrood Supportive Housing Project Team. These presentations were part of the agreed list of projects with the Integrated Infrastructure Services Section for the current Capital Budget Cycle.

2024 Meeting Summary – Key Topics and Motions Meeting Summary

Meeting	Summary - Key Topics and Motions
January	<ul style="list-style-type: none"> • The Disability Advocates Office and Voices for Albertans with Disabilities provided a presentation on their respective roles in advocacy for people with disabilities. • 'Accessible Meeting and Events Guide' was circulated to Council.
February	<ul style="list-style-type: none"> • LRT Communication Tools on Safety Presentation - Roberta Farion/Julia Molaro • Valley Line LRT and Snow Removal on Platforms - Letter to Council • Public Engagement Accessible Actions - Maral Hamayell/Olivia Howard/Jody Wood • Strategic Planning/Workplan/Review work. • Public Spaces Bylaw - Wrote/spoke at Public Hearings to Council • MapMission Day with Access Now - March 24, 2024 • Indigenous Teachings & Allyship - Bent Arrow Feb 10
March	<ul style="list-style-type: none"> • Commonwealth Stadium Rehabilitation Presentation • Executive Elections
April	<ul style="list-style-type: none"> • Old Strathcona Public Realm Presentation • Warehouse Park Presentation - Pavilion Feedback • Gateway Association @ Community Engagement - Jamie Theissen • AAC Annual Report shared with the disability community • City of Edmonton Service Dog Guidelines Presentation - Chad Nelson
May	<ul style="list-style-type: none"> • Ryan Popplestone/Greg McMeekin - Office of the Provincial Advocate for People with Disabilities • Universal Design - Janes Walk May 3rd • CNIB Presenting to Community Engagement • Priority Growth Areas - Jordan McAurther at Policy • CBC Interview re: e-bikes/e-scooters • Housing Is A Human Right Panel discussion - Tonia as a panelist • Housing Task Force Letter sent to Council
June	<ul style="list-style-type: none"> • Policy C602 Accessibility for People with Disabilities - Yogi Subramonian/Heather Craig • Atlas - With Us - Tonia with Clr. Tang • LRV Seating arrangements at Policy Review Sub-Committee • Interagency for Inclusive Recreation Meeting
July	<ul style="list-style-type: none"> • Excel Society at Community Engagement - Tyler North • Assisted Snow Removal Program

Attachment 1

	<ul style="list-style-type: none"> ● C602 Public Engagement - Yogi Subramonian/Heather Craig
August	Summer Break
September	<ul style="list-style-type: none"> ● Affordable Housing Guidebook - Affordable Housing Plan - Rionel Comia/Scott Ashe/Carleen Etmanski/Lara Pinchbeck ● Review the 'Rider Experience on Paratransit' Report - letter sent to Council
October	<ul style="list-style-type: none"> ● Community Safety and Well Being Pillars - Wesley Andreas/Kelta Coomber ● Assisted Snow Removal Program Launched ● Single Use Item Bylaw - letter sent to Council ● Treat Accessibly - promoted and attended by members ● Arc Card Tapless Exemption Presentation - Vicki Gudelj ● E-Park New App - letter to Parking Service
November	<ul style="list-style-type: none"> ● C602 Accessibility for People with Disabilities - Final Report/What We Heard Report ● Waste Services Single use Item bylaw - Daniel Kielback ● Mayor's Dinner - budget conversation Tonia/Dana attended November 22nd. ● Interagency for Inclusive Recreation Meeting
December	<ul style="list-style-type: none"> ● Social Gathering ● Workplan Review and Priorities for 2025

Membership and Appointment Information

Accessibility Advisory Committee (AAC) 2024-25 Membership List			
Name	Appointed	Term Ends	Max Term
David Achuroa	May 1, 2022	Apr 30, 2026	2030
Dana Antaya-Moore - Vice-Chair	May 1, 2022	Apr 30, 2026	2030
Bobbi Belsek	May 1, 2022	Apr 30, 2026	2030
Carleen Brenneis	May 25, 2020	Apr 30, 2026	2028
Marie Dancsok	May 1, 2022	Apr 30, 2026	2030
Karima Ewig	May 1, 2023	Apr 30, 2026	2031
Tonia LaRiviere - Chair	May 1, 2018	Apr 30, 2026	2026
Samantha Mason	May 1, 2023	Apr 30, 2026	2031
Douglas Rudolph	May 1, 2022	Apr 30, 2026	2030
Katie Thomas	May 1, 2022	Apr 30, 2026	2030
Zachary Weeks - Vice-Chair	May 1, 2021	Apr 30, 2026	2029

Reports and Communications

Reports by AAC to Council:

1. No Reports were submitted.

Correspondence submitted to Council:

1. January 2024 - 'Accessible Meeting and Events Guide' shared with Council
2. February 2024 - Public Spaces Bylaw - Letter and spoke at the City Council Non-Statutory Public Hearing
3. May 2024 - 'Accessible and Affordable Housing' Letter to Council
4. September 2024 - DATS Rider Support Letter to Council
5. October 2024 - 'Single Use Bylaw' Letter to Council

AAC requests to speak to a Standing Committee of Council:

1. Public Spaces Bylaw - Public Hearing Feb 2024

Concluding Remarks

In 2022, we participated in a professional strategic planning and priority-setting session, which has proven very beneficial for the committee. With support from administration, we maintained our focus on those long-term priority issues that align with council priorities while addressing short-term concerns as well. Councillor Tang and Councillor Wright alerted us to items relevant to the committee, which we responded to via letter or by speaking to council. We welcomed guests from the city who shared the work of their departments; all respected our questions and advice; we participated in robust conversations, and each meeting ended with an open-door policy should we have further questions, concerns, or recommendations.

The AAC has deep concerns regarding the administrative support the AAC and other equity-seeking groups will receive with the new structure change, resulting in a deficit of support and progress for this committee. We understand Council has difficult economic decisions to make, and change is required; however, the AAC will receive reduced support than previously. We can not understate the importance of that administrative role to a committee that represents an underrepresented community. In addition to this internal structure change, the AAC has a greatly reduced social media budget. In a time where we feel our role has moved from advocacy to advisory, this is a significant setback. To ensure that AAC members give the best advice to Council, equity-deserving groups must receive appropriate administrative support.

Attachment 2

Accessibility Advisory Committee - 2024-2025 Resource Information

Administration's support to the Accessibility Advisory Committee is funded from the Social Development Branch operating budget.

Resources	2024 Actual	2025 Projected	Comments
Honorarium	\$18,055	\$12,450	
Transportation	\$0	\$233	
Hosting	\$10,000	\$1,366	Budgeted for in-person meetings, however many meetings were held virtually in 2024.
General Contract Work	\$0	\$75	
General Service Costs	\$10,600	\$240	
Volunteers/Boards/Partners Recognition	\$500	\$312	
Local Training	\$0	\$0	
Parking	\$0	\$916	Shifting towards more in-person meetings and will also be reflected in the 2025 budget.
Employee Recognition	\$0	\$0	
Direct Material	\$0	\$0	
General Professional Services	\$5,000	\$0	
Advertising	\$0	\$624	Amount utilized for Annual report design and canvas subscription renewal.

Attachment 2

Services - Miscellaneous	\$0	\$2,000	Cost resulting from cooking demonstration.
Communications Consulting Services	\$0	\$48,340	This cost reflects the social media contract with Parados for AAC and the Women's Advisory Voice of Edmonton Committee (WAVE), which was moved from the Social Development Branch budget to the appropriate Advisory Board budgets.
Total	\$44,155	\$66,556	

2025 Budget

For 2025, Administration will have a dedicated team to provide ongoing support to AAC to effectively manage their budgets and fulfill their mandate. Expenditure lines have been realigned to simplify financial tracking and reporting with clear categories for expenses. Several outdated or redundant expenditure categories have been merged for clarity and efficiency. The 2025 projections are as follows:

Resources	2025 Projected
General Contract Work ¹	\$10,000
General Service Costs ²	\$5,000
Volunteer/Board/Partners Recognition	\$500
Local Training	\$1,000
Parking	\$1,000

¹ General Contract Work amalgamated these 2024 expenditures: General Professional Services, Advertising, Communications Consulting Services, Management Consulting Services

² General Services Costs amalgamated these 2024 expenditures: Services-Miscellaneous, Total Labour Overhead, Facility Maintenance, Printing External, Program Expenses

Attachment 2

Employee Recognition	\$100
Direct Material	\$1,000
Total	\$44,500

Human Resource Requirements

Human Resources	2024 Actual	2025 Projected
Number of FTE(s) supporting the Committee: .75 (.5 Facilitator, .25 Coordinator)	Monthly Hours of Work Low Estimate: 80 High Estimate: 135	Monthly Hours of Work Low Estimate: 68 High Estimate: 100
Total FTE(s): .75	Total Average Hours: 107.5	Total Average Hours: 84

Accessibility Advisory Committee - 2025 Work Plan

Mandate

The mandate of AAC is to provide advice and recommendations to Council about facilities and other infrastructure, programs, services, activities and policies, for the purpose of improving the City's liveability, inclusiveness and accessibility for individuals with disabilities.

AAC Goals for 2025

- 1. Goal 1: Transportation
- 2. Goal 2: Housing
- 3. Goal 3: Policy C602
- 4. Goal 4: Community Engagement

Work Plan

Goals	Timeline	Action Items	Expected Outcomes	Partners/ Stakeholders
--------------	-----------------	---------------------	--------------------------	-----------------------------------

<p>Goal 1: TRANSPORTATION: To support a mobility system that provides different ways to move around the City and that evolves as the City evolves.</p>	<p>Ongoing</p>	<p><u>Public Transit:</u> Continue to engage on issues related to persons with disabilities within the Edmonton Transit System, buses, LRT/LRV, DATS, On Demand Transit. Action: <i>To invite ETS to the AAC to discuss the initiative to change paint colors at transit centres to blue.</i> Action: <i>Follow the admin response to the DATS Audit.</i> Action: <i>Follow the Arc Card roll out and response in the disability community.</i> <u>Vehicle for Hire:</u> Follow the advancements of the Vehicle for Hire Workplan, particularly the 2025 Fee and Fare Review Project; enforcement data. Action: <i>Invite Vehicle</i></p>	<p>Administration continues to be engaged and responsive to transportation issues and concerns brought forward through the AAC. Public transportation continues to improve access for people with disabilities.</p> <p>Long term goal of a sustainable model for Vehicle for Hire that improves the lives of those seeking accessible transportation.</p>	<p>Edmonton Transit Service Advisory Board DATS Advisory Group ETS Administration</p> <p>Vehicle for Hire Staff</p>
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------

		<p><i>for Hire staff to AAC Meeting for update Q1.</i></p> <p><u>Accessible Parking:</u> To continue to track data on accessible parking placards and parking violation trends in Edmonton. Action: <i>Explore opportunities to promote awareness of accessible parking bylaws.</i> Action: <i>Continue to follow changes in the E-Park App System related to accessible parking.</i></p> <p><u>Snow and Ice Control:</u> To continue to monitor snow and ice control as it relates to the AAC 5 priority areas. Action: <i>Follow the recommendations coming from the Assisted Snow Removal</i></p>	<p>There is a decrease in the misuse of accessible parking stalls through education and enforcement.</p> <p>Snow and ice control measures continue to improve so that barriers are reduced for people with disabilities during winter seasons. Assisted Snow Removal Program decreases the number</p>	<p>Community Standards/Service Alberta</p> <p>Parks and Road Operations</p> <p>Community Standards</p>
--	--	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------

		<p><i>Pilot.</i></p> <p><u>Complete Streets:</u> There will be a Complete Streets Policy update in June 2025. As well, Complete Streets Design and Construction Standards are being updated.</p> <p><i>Action:</i> Policy Lead to present at the AAC Main Meeting prior to June 2025.</p>	<p>of enforcement actions, and improves sidewalk clearing.</p> <p>To be informed and provide any feedback to the policy and construction standards proposed.</p>	<p>Integrated Infrastructure Services Section - Project Lead</p>
<p>Goal 2: ACCESSIBLE HOUSING: Nobody is in core housing need.</p>	<p>Ongoing</p>	<p>The AAC will continue to advise City Council to be a municipal leader and leverage that leadership to promote accessible housing, through zoning; tax grants; resources, education, legislation, centralized site matching supply</p>	<p>AAC will continue to advocate for accessible housing throughout the housing spectrum.</p>	<p>Affordable Housing and Homelessness Section</p> <p>Housing Action Team</p> <p>Mayors Task Force on Housing</p> <p>Zoning</p>

		<p>and demand; breaking down barriers to new ideas and understandings.</p> <p>Action: <i>Learn and participate in the renewal of Policy C601: Affordable Housing</i></p> <p>Action: <i>Review and promote the Accessible Housing Guidebook.</i></p> <p>Action: <i>To continue to look for ways to be part of the housing conversation.</i></p>		<p>Barrier Free Alberta</p> <p>Premiers Council for People with Disabilities</p>
<p>Goal 3: POLICY C602: Accessibility for People with Disabilities. Policy and Corporate Actions.</p>	<p>2024/25 will be the renewal of the Policy, Corporate Actions for the next 4 years.</p>	<p>To create a culture of acceptance and inclusion to enable full participation of Edmontonians.</p> <p>Action: <i>Members of the C602 team will come to an AAC meeting to share and validate the planned corporate actions.</i></p> <p>Action: <i>Policy C602 is presented to Council in May 2025. Provide</i></p>	<p>Actively engage in the development of Policy C602, and the accompanying Corporate Action Plan to ensure that City of Edmonton Policies, Programs and Infrastructure are accessible.</p>	<p>Corporate Accessibility Committee and associated staff</p>

		<i>support either by letter or in person to the Council.</i>		
<p>Goal 4: COMMUNITY ENGAGEMENT: To intentionally interact with members of the disability community through partnerships; listening to individuals and through research communities.</p>	Ongoing	<p>Action: <i>To maintain one Social Media Channel. Facebook has proven to have the best audience for the disability community.</i></p> <p>Action: <i>AAC members are to attend two community events during 2025 representing the AAC.</i></p> <p>Action: <i>To continue to invite disability serving organizations to the Community Engagement subcommittee meetings to have informal conversations.</i></p> <p>Action: <i>To promote the City of Edmonton Service Dogs Standards when publicly available.</i></p> <p>Action: <i>To host an online all candidates forum to provide</i></p>	<p>Provide strategic information to the disability community and receive feedback from the broader community. Each member participates and shares the work of the AAC in the larger community. Build relationships in the community and share the work of the AAC. Hear about triumphs and challenges in the community.</p> <p>To ensure that elected officials (and candidates) are</p>	<p>Third Party Service Provider</p> <p>AAC Members</p> <p>AAC Community Engagement Sub Committee</p>

Attachment 3

		<i>candidates with information about issues facing the disability community in Edmonton.</i>	informed and connected to disability matters and the AAC.	
--	--	----------------------------------------------------------------------------------------------	-----------------------------------------------------------	--

Sub-Committees for Council's Consideration

	Name of the Sub-Committee	Rationale <i>Why is this sub-committee required? What are the action items the sub-committee will be doing? What resources are required from the City of Edmonton/ Administration to run the sub-committee? Provide any other details regarding the need for the sub-committee.</i>	Composition of the Sub-Committee <i>Will the sub-committee membership include non-members (YES/NO)? If non-committee members will be on the sub-committee, include rationale as to what specialized expertise they will provide to the sub-committee. How many committee members will be on the sub-committee?</i>
1	Policy review Subcommittee	The Policy Subcommittee is necessary to support Goal 1,2,3 by being the initial review of many policy areas and bringing forward recommendations to the full AAC Membership. AAC Main meetings have rarely had time for full generative conversations, and the ability to be a 'working meeting'. City Administration has historically supported this subcommittee and our expectation is that this will continue.	AAC Members through the recruitment profile indicate an expectation to sit on one of the two subcommittees. Approximately ½ the AAC Membership will sit on the Policy Subcommittee.
2	Community Engagement Subcommittee	The Community Engagement Sub Committee will be used to support Goal #4 and actively engage with members of the community, organizations and research entities that support people with disabilities.	AAC Members through the recruitment profile indicate an expectation to sit on one of the two subcommittees.

Attachment 3

		<p>The AAC plan has multiple actions related to engagement, including inviting groups to present at Community Engagement; corresponding regularly with the community and planning and engaging in two way dialogue through social media. AAC Main meetings have rarely had time for generative conversations, and the ability to be a 'working meeting'. City administration has historically supported this subcommittee and our expectation is that this will continue.</p>	<p>Approximately ½ the AAC Membership will sit on the Community Engagement Subcommittee.</p>
--	--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------



ENERGY TRANSITION CLIMATE RESILIENCE COMMITTEE - 2024 ANNUAL REPORT AND 2025 WORK PLAN

RECOMMENDATION

That the Energy Transition Climate Resilience Committee's request to establish one sub-committee for the 2025 Work Plan, as outlined in Attachment 3 of the March 10, 2025, Office of the City Clerk report OCC02863, be approved.

Report Purpose

Decision required

REPORT

In accordance with Bylaw 18156, Council Committees Bylaw, this report provides the Energy Transition Climate Resilience Committee (ETCRC)'s annual update, including the previous year's work plan, resource allocations, and the proposed work plan for the upcoming year.

2024 Annual Report

The 2024 Annual Report provides a summary of ETCRC's work over the past year, including:

- Goals and Accomplishments - key results and progress
- Meeting Summary - key topics and motions addressed during meetings
- Reports and Communications to Council - formal submissions and recommendations

2024-2025 Resource Information

The 2024-2025 Resource Information outlines the fiscal and human resources used in 2024 and projects the resource requirements for 2025.

2025 Work Plan

The 2025 Work Plan provides goals for 2025, which align with ETCRC's mandate and Council's strategic objectives. It includes:

- 2025 Goals and Action Items - key focus areas and steps required to achieve each goal
- Expected Outcomes - anticipated impacts and benefits of the planned work

5.7

ROUTING - City Council - Non Regular | DELEGATION - M. Hoffman, J. Komar, Co-Chairs, Energy Transition Climate Resilience Committee | K. Snyder

March 10, 2025 - Office of the City Clerk OCC02863

ENERGY TRANSITION CLIMATE RESILIENCE COMMITTEE - 2024 ANNUAL REPORT AND 2025 WORK PLAN

- Collaborating Partners/Stakeholder - other groups and stakeholders involved in achieving the goals

Sub-Committee Request

ETCRC is seeking Council's approval to establish one sub-committee to support its 2025 goals. The sub-committee will focus on matters that require quick actions and response from the ETRC. Since not all ETCRC members are not able to attend meetings on short notice, a sub-committee would provide flexibility by allowing decisions with a minimum of six members.

Further details are provided in the 2025 Work Plan (Attachment 3).

The Planning and Environment Services branch, which provides administrative support to ETCRC, supports the request to establish the sub-committee.

ATTACHMENTS

1. Energy Transition Climate Resilience Committee - 2024 Annual Report
2. Energy Transition Climate Resilience Committee - 2024-2025 Resource Information
3. Energy Transition Climate Resilience Committee - 2025 Work Plan

Energy Transition Climate Resilience Committee - 2024 Annual Report

Message from the Co-Chairs

2024 was another year of highs and lows, for both Edmonton and the world at large. It was the hottest year on record, which culminated for us with the devastating wildfires in Jasper. The failure of COP24 showcased that local action has become even more important as federal governments continue to fail us.

Edmonton took some important steps for climate action, including work on substantial completion and priority growth areas. The Zoning Bylaw, which was passed by Council last year, is already showing signs of success with housing starts at record numbers and increased infill.

As we mentioned last year, with the breakdown of climate agreements and major action thwarted by fossil fuel interests, it is more imperative than ever for cities to lead on climate action. We continue to encourage Council to put budget dollars behind their commitments.

Purpose of the Annual Report

This annual report has been developed to meet the requirements of Bylaw 18156 - Council Committees Bylaw, which sets out the annual reporting requirements for Council Committees. Under Bylaw 18156, all Council Committees will:

- Report to Council at least annually.
- Approve a work plan that aligns with Council's strategic objectives and the Council Committee's mandate, including a reporting of what resources were provided in the previous year and the anticipated resource requirements for the upcoming year.
- During its annual report to Council, present the work plan as well as a summary of the status of the previous year's work plan.

Mandate of Energy Transition Climate Resilience Committee (ETCRC)

The mandate of ETCRC is to:

- (a) promote the City's climate change plans and energy transition strategy to each member's professional and community networks;
- (b) share with, and receive from the City Manager, information regarding the implementation of the City's climate change plans and energy transition strategy;
- (c) provide broad independent advice to Council about the City's climate change plans and energy transition strategy; and
- (d) assist Council in developing performance measures for the City's climate change plans and energy transition strategy.

Report on 2024 Work Plan Goals and Accomplishments

Goal 1: Ensuring Council is provided with the best and balanced information to make climate decisions

Key Results:

- Members wrote four memos to Council and registered to speak at six Committee meetings to provide expert advice and perspective on related items.
- In April 2024, the ETCRC hosted an expert webinar entitled Hydrogen - Separating #Hopium From Reality. Guest speaker Paul Martin from the Hydrogen Science Coalition provided data on the actual emissions cost of creating and using hydrogen, and offered context for both positive and negative uses in Alberta. The webinar was successful in that it provided factual information, and feedback suggests (anecdotally) that discussions resulted within industry and government.
- Over 2024, the ETCRC was asked to provide input relative to the City's climate targets, which are under development. The Committee received a presentation at the June 20 meeting and held a subcommittee meeting on August 20 to prepare recommendations.

Summary of Progress:

The ETCRC worked to ensure that Council was provided with the best fulsome and factual information to help them to make informed decisions relative to climate change. The ETCRC used memos on key issues, spoke at related reports at Committee, and brought in a speaker to provide information via a webinar. They

have also provided significant input to Administration regarding draft climate targets, which will increase data-based reporting at the City.

Goal 2: Continue to support culture change, both within City Administration and the Community

Key Results:

- The ETCRC met with the Climate Task Force, whose mandate includes climate culture change. More meetings and coordination would be ideal to enhance collaboration and outcomes.
- The ETCRC met with the City Manager and Deputy City Manager of Urban Planning and Economy to communicate our priorities and hopes for culture change relative to the changing climate.

Summary of Progress:

Members of the ETCRC recognize that culture change takes time. The Committee would like to see a chief climate officer hired as planned, as well as climate leadership and messaging coming from ELT to help push climate-related culture change forward.

Goal 3: Continue to provide feedback to Administration on energy and climate-related work

Key Results:

- The ETCRC hears presentations from Administration on climate-related work, and provides feedback and subject matter expertise. The Committee has been engaged on multiple occasions and provided significant input on the Climate Resilience Planning and Development Framework, now Action Plan, as well as the City's draft climate targets.
- The ETCRC has also been engaged at key times relative to work on substantial completion, priority growth areas, the urban canopy, district plans, and mass transit.

Summary of Progress:

Members of the ETCRC believe that using their expertise to help Administration bolster climate action projects leads to improved outcomes and increases the City's ability to reach its climate goals.

2024 Meeting Summary – Key Topics and Motions Summary

Meeting	Key Topics and Motions
<p>January 18 Regular meeting</p>	<ul style="list-style-type: none"> ● Climate decision-making framework ● Climate Resilience Planning and Development Framework ● Climate Task Force ● Energy code and labels ● Development of ETCRC priorities for 2024-2025
<p>March 7 Regular meeting</p>	<ul style="list-style-type: none"> ● Climate-related emergency management ● Climate governance and decision making ● Carbon accounting ● City purchase of diesel buses ● Climate Resilience Planning and Development Framework
<p>May 16 Regular meeting</p>	<ul style="list-style-type: none"> ● Urban canopy ● District Plans <ul style="list-style-type: none"> ○ Motion: That the ETCRC: <ul style="list-style-type: none"> ■ Write a memo of support on District Plans prior to Administration’s report, which will be heard at the City Council Public Hearing on May 28, 2024. ■ Send a member to represent the ETCRC at the May 28, 2024 City Council Public Hearing relative to District Plans. ● Substantial completion <ul style="list-style-type: none"> ○ Motion: That the ETCRC write a memo of support on substantial completion prior to Administration’s report, which will be heard at Urban Planning Committee on June 18, 2024. ● ETCRC election and introduction of new members
<p>June 13 Action & Response Subcommittee</p>	<ul style="list-style-type: none"> ● Development of ETCRC priorities for 2024-2025
<p>June 20 Regular meeting</p>	<ul style="list-style-type: none"> ● Draft actions for the Climate Resilience Planning and Development Framework ● City-initiated rezoning of priority growth areas ● Mass transit implementation ● Climate targets <p>Motion:</p> <ul style="list-style-type: none"> ● That all ETCRC memos and reports that are sent to City Council are

Attachment 1

	<p>posted on the ETCRC’s web page on edmonton.ca, and to request that the City consider engaging their social media services to promote these documents.</p>
<p>July 18 Action & Response Subcommittee</p>	<ul style="list-style-type: none"> ● Development of ETCRC priorities for 2024-2025 ● Draft actions for the Climate Resilience Planning and Development Framework
<p>August 20 Action & Response Subcommittee</p>	<ul style="list-style-type: none"> ● Climate targets
<p>September 12 Regular meeting</p>	<ul style="list-style-type: none"> ● Climate section in Council reports ● Edmonton Design Committee Principles ● River Valley planning modernization ● Blatchford update and discussion <ul style="list-style-type: none"> ○ Motion: <ul style="list-style-type: none"> ■ That the ETCRC write a memo to Council in support of Blatchford and district energy. <p>Motion:</p> <ul style="list-style-type: none"> ● That the ETCRC, possibly in partnership with the Edmonton Design Committee, write a memo to Council regarding methane with a vision zero approach and a focus on health.
<p>November 7 Regular meeting</p>	<ul style="list-style-type: none"> ● Status report card for climate strategy actions ● Annual climate strategies update 2024 ● Budget 2025 amendments and the Carbon Budget ● EPCOR Utilities (electric) <ul style="list-style-type: none"> ○ Motion: <ul style="list-style-type: none"> ■ That the ETCRC meet with EPCOR Utilities through a subcommittee meeting, for continued discussion.

Membership and Appointment Information

Energy Transition Climate Resilience Committee (ETCRC) 2024-25 Current Membership List			
Name	Appointed	Term Ends	Max Term
Jeff Birchall	May 1, 2023	Apr 30, 2025	2031
Dolly Cepeda Montufar	May 1, 2022	Apr 30, 2026	2030
Satya Das	May 1, 2022	Apr 30, 2026	2030
Mariam Djalili	May 1, 2024	Apr 30, 2026	2032
David Dodge	May 1, 2022	Apr 30, 2026	2030
Marieke Dube	May 1, 2023	Apr 30, 2025	2031
Daniel Grist	May 25, 2020	Apr 30, 2026	2028
Melanie Hoffman - Co-Chair	May 1, 2022	Apr 30, 2026	2030
Maya Kalogirou	May 1, 2022	Apr 30, 2026	2030
Jacob Komar - Co-Chair	May 1, 2018	Apr 30, 2026	2026
Alvin Law	May 1, 2023	Apr 30, 2025	2031
James Sandercock	May 1, 2023	Apr 30, 2025	2031
Sheena Wilson	May 1, 2018	Apr 30, 2026	2026

Reports and Communications

Correspondence submitted to Council:

1. Enforcing More Advanced Energy Codes, Energy Labelling and District Energy Strategy, February 26, 2024
2. Hydrogen as a Decarbonization Tool, May 2, 2024
3. District Plans, May 27, 2024
4. Substantial Completion Standard, June 17, 2024

ETCRC requests to speak to a Standing Committee of Council:

1. February 27, 2024 Urban Planning Committee
 - Item 7.1, UPE01754 Implementing and Enforcing More Advanced Energy Codes
 - Item 7.2, UPE01755 Implementing Mandatory Energy Labelling for New Construction
 - Item 7.3, IIS02148 Implementing Edmonton's District Energy Strategy
2. June 18, 2024 Urban Planning Committee
 - Item 7.1, UPE02083 Review and Updates to the Terms of Reference for Area and Neighbourhood Structure Plans to Incorporate City Priorities, Goals and Moves
 - Item 7.2, UPE02083 Growth Management Framework Update - Substantial Completion Standard - Metrics, Thresholds and Supporting Information
3. June 24, 2024 Utility Committee
 - Item 7.4, IIS01945 Blatchford Renewable Energy Utility - Annual Business Plan
4. July 3/4, 2024 Urban Planning Committee
 - Item 7.3, UPE02126 Growth Management Framework Update - Substantial Completion Standard
5. September 4, 2024 Audit Committee
 - Item 7.6, FCS02497 2025 Corporate Strategic Risks
6. November 27, 2024, Executive Committee
 - Item 7.2, IIS02537 Cost Benefit Analysis and Cost Drivers on Comparative Capital Projects

Other ETCRC Communications to Council:

1. April 5, 2024 Hosted a webinar for Council's information re: Hydrogen- Separating #Hopium From Reality, with guest speaker Paul Martin from the Hydrogen Science Coalition

Concluding Remarks

In this document we've shared our work from 2024. As Committee members, we're often unable to directly link an outcome to our advocacy, and we rely on feedback to help us understand our impact.

From Lisa Drury, Senior Planner, regarding priority growth areas

"Talking to the ETCRC allowed us to hear diverse perspectives on our project and consider it when planning our approach to area selection. It also allowed us to consider some of the statistics and considerations we should include in our future Q&A for our Public Hearing."

From Sarah Wilmot, General Supervisor, regarding substantial completion

The Urban Growth section "presented to ETCRC on substantial completion in both 2023 and 2024. I would say that in general their feedback on our work gave us more confidence that the proposed substantial completion standard would have climate benefits. They pushed us to do more with the proposed standard...".

We believe we have had a positive impact on Administration's work relative to the energy transition and climate resilience, and hope Council feels we have provided information that has helped move this work forward.

As you will see in our Work Plan for 2025 (Attachment 3), the ETCRC has large ambitions for this coming year, and we are looking forward to working with Council and Administration to achieve them. As we always say at the ETCRC, all decisions must be climate decisions - meaning that all decisions must be viewed through a climate lens. Members of ETCRC are experts in their fields, and we urge Council to continue to rely on our collective climate adaptation, mitigation and communication expertise as you continue to lead and make decisions that will impact Edmontonians for decades to come.

We are living through unprecedented times, and we urge the City of Edmonton to be unprecedented leaders in climate action among Canadian municipalities.

Energy Transition Climate Resilience Committee - 2024-2025 Resource Information

Administration’s support to the Energy Transition Climate Resilience Committee is funded from the Planning and Environment Services Branch operating budget.

Financial Resources	2024 Projected	2024 Actual	2025 Projected
Expenditures			
Honorarium	\$3,500	\$3,475	\$5200 ¹
Parking ²	\$2,340	\$226	\$500
Meeting refreshments	\$225	\$412	\$500
Total	\$6,065	\$4,113	\$4,500

Human Resources	2024 Actual	2025 Projected
Number of FTE(s) supporting the Committee: 2	Monthly Hours of Work Low Estimate: 35 High Estimate: 45	Monthly Hours of Work Low Estimate: 42 High Estimate: 52
Total FTE(s): 2	Total Monthly Average Hours: 40	Total Monthly Average Hours: 47³

¹ The ETCRC will have four new members in the next term and all may opt in to receive honoraria.

² The Chairs encouraged in-person attendance, however not everyone was able to attend in-person. Additionally, most members did not submit receipts for reimbursement.

³ ETCRC had three subcommittee meetings in 2024, but will likely have six in 2025 if approved.

Energy Transition Climate Resilience Committee - 2025 Work Plan

Mandate of Energy Transition Climate Resilience Committee (ETCRC)

The mandate of ETCRC is to:

- (a) promote the City's climate change plans and energy transition strategy to each member's professional and community networks;
- (b) share with, and receive from the City Manager, information regarding the implementation of the City's climate change plans and energy transition strategy;
- (c) provide broad independent advice to Council about the City's climate change plans and energy transition strategy; and
- (d) assist Council in developing performance measures for the City's climate change plans and energy transition strategy.

ETCRC Goals for 2025

The ETCRC helps Council meet one of its six priorities, as set out in the City of Edmonton 2023-2026 Operational Budget:

Climate Action and Energy Transition

Advancing the transition to a low carbon future, and enabling residents, organizations and businesses to take action to preserve the environment.

Committee members are experts in various fields related to the energy transition and climate adaptation. Collectively, their perspective is non-partisan and focused solely on the betterment of the city and the quality of life of its residents.

The Committee provides subject matter expertise to Council directly, as well as to Administration on work related to the actions laid out in Edmonton's Community Energy Transition Strategy and Climate Resilient Edmonton: Adaptation Strategy and Action Plan. Their work helps to ensure the city is reducing its carbon emissions, both in the community and the corporation, and increasing its resilience to the changes ahead.

The ETCRC's priorities for 2025 are as follows.

1. Support to Advance Climate Resilient Planning and Development: Substantial Completion

The Substantial Completion Standard determines how and where the City plans and allows growth outside currently developing areas. It will significantly affect emissions from transportation and buildings. Put simply, a new home in the core will produce 40-70 per cent fewer emissions than a new home in the suburbs¹, without adding to the very significant economic costs to the City and tax payers of developing in the suburbs. Substantial completion is critical to the success of the goals outlined in the City Plan and the Energy Transition Strategy, to reduce emissions and get on a pathway to net-zero.

2. Support to Advance Emissions-Free District Energy

Buildings account for 34 per cent of Edmonton's greenhouse gas emissions². The potential for emissions-free heating for buildings is substantial, affordable, and will help us avoid locking into long-term, significant emissions, depending on the infrastructure choices we make today.

District energy and distributed heating systems that can be connected into future district energy systems, alongside electrification via heat pumps and supported by distributed solar generation, are vital tools. The City is planning numerous new neighbourhoods, such as Exhibition Lands and River Crossing, and ought to invest in expanding downtown district energy as well.

The City can commit to emissions-free district energy through bylaws, and low carbon energy standards for future developments. Some funding is required for feasibility work and to run competitions for the private development of these new systems. It is very important to engage in all the steps required as soon as possible, since every new development with conventional energy locks us into significant emissions that are hard to reduce.

¹ Location Efficiency and Housing Type, United States Environmental Protection Agency

² Edmonton's 2023 Community Greenhouse Gas Inventory

3. Support the Development of a Report Card and Success Tracking on the Energy Transition

It is challenging to keep track of the City's goals and results around energy transition and climate resilience, and the community's access to information and awareness of this effort appears limited. It would be very helpful strategically for the ETCRC, Council and the Administration to prepare a report card on each of the four pathways and associated actions to track progress, highlight the best opportunities for improvement, and bring profile to the City's efforts to reduce emissions and build a sustainable future.

4. Support to Advance Emissions-Neutral Buildings

New buildings and neighbourhoods are being built every day that lock us into very costly-to-reduce emissions for long periods of time. This challenge is solvable with existing technologies and solutions at the neighbourhood or individual building level. The timing of our work will depend on capacity and our assessment of capacity relative to other priorities.

Work Plan

Goals	Timeline	Action Items	Expected Outcomes	Partners/ Stakeholders
Goal 1: Support to Advance Climate Resilient Planning and Development - Substantial Completion	Start date: January 2025 Completion date: December 2025	<ul style="list-style-type: none"> • Continue to request to speak at related Council Committee meetings and answer questions. • Provide data and information to Council on the impacts of development patterns, density and the style of development. • Look for additional opportunities for the ETCRC to provide input. 	Success will be measured by tangible limits to suburban growth.	City Council, Administration including Urban Planning and Economy
Goal 2: Support to Advance Emissions-Free District Energy	Start date: January 2025 Completion date: December 2025	<ul style="list-style-type: none"> • Write a memo (or more detailed report) to Council on the importance and benefits of this work, providing ideas on how to implement it. • Request to speak at related Council Committee meetings, Public Hearings, or bylaw proposals that can advance this file. • Host a presentation to discuss the ETCRC's position 	Success will be evident by increased support for Blatchford and its vision, as well as the fruition of other opportunities for district energy in the City.	City Council, Administration including Integrated Infrastructure Services and Urban Planning and Economy

		<p>with Council and Administration.</p> <ul style="list-style-type: none"> • Write a memo to Council recommending they explore a utility partnership that can fund and install district energy systems and distributed heat pumps. • Explore and facilitate distributed systems. 		
<p>Goal 3: Provide a Report Card and Success Tracking on the Energy Transition</p>	<p>Start date: January 2025</p> <p>Completion date: December 2025</p>	<ul style="list-style-type: none"> • Request a presentation from Administration re: progress on the Energy Transition Strategy pathways and actions. • Invite any required expertise to an ETCRC subcommittee meeting to grade progress and construct a report card, which includes grading equity, justice, and health and well being, and recommendations toward closing gaps. • Make recommendations on data requirements and reporting progress on the energy transition. 	<p>Success for this work will be a complete report card for the pathways and actions of the Energy Transition Strategy, which will help identify where more resources are needed and maximize opportunities for success.</p>	<p>City Council, Administration</p>

		<ul style="list-style-type: none"> ● Promote successes. For example, <ul style="list-style-type: none"> ○ Increase the profile of successful solutions and projects, ○ Celebrate the positive aspects of the energy transition, ○ Model the actions that citizens, businesses, and the City are taking to inspire others. ● The ETCRC will assess its information needs and the benefits of the strategic timing of the release of this work to determine a timeline (Fall 2024 might be a logical target due to the timing of the 2025 municipal election). 		
<p>Goal 4: Support to Advance Emissions-neutral buildings</p>	<p>Start date: January 2025</p> <p>Completion date: December 2025</p>	<ul style="list-style-type: none"> ● Request a presentation from Administration on progress towards using incentives in planning, permitting, zoning, and taxes; education; and other strategies to progress to 	<p>Success will be meaningful policy on incentives and tools that will improve the energy efficiency of buildings in Edmonton.</p>	<p>City Council, Administration</p>

		<p>net-zero.</p> <ul style="list-style-type: none"> ● Collect and consolidate the recommendations the ETCRC has already made; prepare a hierarchy of ideas that will help move the needle in a memo to Council. ● Request a presentation from Administration with an update on progress at Blatchford and current strategies for success; discuss ideas for celebrating and creating a higher profile for the development, and discuss and highlight ideas that are transferable to other areas of the city. ● Review the current National Building Code and the pathway to net-zero. Consult with municipal compliance and other appropriate teams, and bring some profile to the importance, benefits and barriers to success. Include this information in a memo 		
--	--	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--	--

		<p>on buildings to profile the importance of this process, even if it depends on other levels of government to adopt.</p> <ul style="list-style-type: none">• Request a presentation from Administration on current progress and strategies, including CEIP, to encourage, celebrate and support energy retrofits of older buildings and offer feedback and ideas for scaling up our efforts.		
--	--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--	--

Sub-Committees for Council's Consideration

Name of the Sub-Committee	<i>Rationale</i>	<i>Composition of the Sub-Committee</i>
<p>Action and Response Subcommittee</p>	<p>Council approved an Action and Response Subcommittee for 2024, and three subcommittee meetings were held between May and December 2024. The Committee used these meetings to collaborate on focused work, as directed by the full ETCRC. For example, writing memos to Council and providing Administration with fulsome recommendations for climate targets. Subcommittee meeting time was very useful in helping the Committee complete their work.</p> <p>The ETCRC requests Council's approval to use a subcommittee in 2025.</p> <p>Because all members are not able to attend a subcommittee meeting with short notice, the ETCRC would like the flexibility to meet with a minimum of six members to increase the Committee's ability to respond to situations quickly.</p>	<p>Membership of this subcommittee will be limited to ETCRC members, although key guests may be invited to participate (but not vote).</p>



EDMONTON TRANSIT SERVICE ADVISORY BOARD - 2024 ANNUAL REPORT AND 2025 WORK PLAN

RECOMMENDATION

That the Edmonton Transit Service Advisory Board's request to establish four sub-committees for the 2025 Work Plan, as outlined in Attachment 3 of the March 10, 2025, Office of the City Clerk report OCC02862, be approved.

Report Purpose

Decision required

REPORT

In accordance with Bylaw 18156, Council Committees Bylaw, this report provides the Edmonton Transit Service Advisory Board (ETSAB)'s annual update, including the previous year's work plan, resource allocations, and the proposed work plan for the upcoming year.

2024 Annual Report

The 2024 Annual Report provides a summary of ETSAB's work over the past year, including:

- Goals and Accomplishments - key results and progress
- Meeting Summary - key topics and motions addressed during meetings
- Reports and Communications to Council - formal submissions and recommendations

2024-2025 Resource Information

The 2024-2025 Resource Information outlines the fiscal and human resources used in 2024 and projects the resource requirements for 2025.

2025 Work Plan

The 2025 Work Plan provides goals for 2025, which align with ETSAB's mandate and Council's strategic objectives. It includes:

- 2025 Goals and Action Items - key focus areas and steps required to achieve each goal
- Expected Outcomes - anticipated impacts and benefits of the planned work

EDMONTON TRANSIT SERVICE ADVISORY BOARD - 2024 ANNUAL REPORT AND 2025 WORK PLAN

- Collaborating Partners/Stakeholder - other groups and stakeholders involved in achieving the goals

Sub-Committee Request

ETSAB is seeking Council's approval to establish four sub-committees to support its 2025 goals. The sub-committees will focus on fare funding gap, ARC Card, mapping and navigation, and pet friendly transit. The sub-committees are meant to help divide the work of the main Committee among members.

Further details are provided in the 2025 Work Plan (Attachment 3).

The Edmonton Transit Service, which provides administrative support to ETSAB, has indicated that it can only support two sub-committees at a time, anything beyond that will be unfunded. However, ETSAB proposed deferring the start dates of two sub-committees until the first two sub-committees have completed their work.

ATTACHMENTS

1. Edmonton Transit Service Advisory Board - 2024 Annual Report
2. Edmonton Transit Service Advisory Board - 2024-2025 Resource Information
3. Edmonton Transit Service Advisory Board - 2025 Work Plan

Edmonton Transit Service Advisory Board - 2024 Annual Report

Message from the Chair

I am happy to present the annual report of the activities of ETSAB for the year 2024. This year, we had a roster of 11 board members (out of a possible 12), with four of those members being appointed in May of 2024. We elected a new Chair and Vice-Chair this year.

This was a challenging year with a turnover in leadership and adjusting to changes in legislative requirements that affected our ability to do work in sub-committees. As a result, our focus this year was on providing feedback to ongoing transit issues coming before Council, rather than proactively bringing new issues to the table. However, with the learnings from this year and improvements and clarification around administration, we are looking forward to a productive year in 2025 – especially since the majority of our members are now entering (at least) the second year of their term.

Emily Batty, Chair

On behalf of the Edmonton Transit Service Advisory Board

Purpose of the Annual Report

This annual report has been developed to meet the requirements of Bylaw 18156 - Council Committees Bylaw, which sets out the annual reporting requirements for Council Committees. Under Bylaw 18156, all Council Committees will:

- Report to Council at least annually.
- Approve a work plan that aligns with Council's strategic objectives and the Council Committee's mandate, including a reporting of what resources were provided in the previous year and the anticipated resource requirements for the upcoming year.
- During its annual report to Council, present the work plan as well as a summary of the status of the previous year's work plan.

Mandate of Edmonton Transit Service Advisory Board (ETSAB)

The mandate of ETSAB is to provide advice to Council from a stakeholder perspective on issues related to public transit, including:

- (a) ridership;
- (b) mix of vehicles;
- (c) the relationship between City projects and public transit;

- (d) reviewing initiatives of other levels of government, surrounding municipalities, and other local authorities or organizations that could affect public transit;
- (e) repair, maintenance and accessibility issues;
- (f) servicing issues; and
- (g) public transit policies.

Report on 2024 Work Plan Goals and Accomplishments

Review of 2024 Work Plan and Goals	
Goal 1	Provide timely follow-up on key transit issues, in alignment with the ETS's reports scheduled during city council and committee meetings.
Key Results	<ul style="list-style-type: none"> • Established a consistent process to discuss upcoming transit-related matters scheduled to be presented at City Council or Urban Planning Committee during monthly Board Meetings, including discussion about which topics require a dedicated response from ETSAB.
Summary of Progress	<ul style="list-style-type: none"> • At monthly meetings, the Board reviews the calendar of upcoming transit-related presentations and discusses which ones would benefit from ETSAB input. A board member is assigned to coordinate gathering responses. • The Board will continue to improve the process, including improvements in ensuring that all Board members have a chance to lead gathering responses, ensuring that more Board members provide responses, and streamlining the submission process.
Goal 2	Complete several reports conducted by subcommittees / working groups in order to provide in-depth insights on transit topics identified by the board.
Key Results	<ul style="list-style-type: none"> • Fare evasion letter, safety on LRT (not presented), ARC (postponed)
Summary of Progress	<ul style="list-style-type: none"> • The board completed work on several working groups, including a letter regarding fare evasion, a report on the perception of safety on the LRT (not yet presented). • The Board had several discussions about the initiation of a working group to examine the user experience relating to the ARC card; however, due to ongoing educational campaigns being conducted by ETS, we opted to postpone the working group.
Goal 3	Improve and maintain collaborative relationships with other agencies,

	boards and commissions in developing transit-related recommendations to Edmonton City Council.
Key Results	<ul style="list-style-type: none"> ETSAB maintains a relationship with the Accessibility Advisory Committee.
Summary of Progress	<ul style="list-style-type: none"> The Board nominated a new liaison to the Accessibility Advisory Committee (AAC). Our liaison regularly attends their meetings or maintains contact with an AAC representative to bring transit related issues to the awareness of ETSAB.

In addition, the following was also completed by ETSAB: Two members of our Board attended the Canadian Urban Transit Association conference to learn more about transit issues across Canada. They presented their learnings to the Board at a subsequent meeting.

2024 Meeting Summary – Key Topics and Motions Meeting Summary

Meeting	Summary - Key Topics and Motions
January	<ul style="list-style-type: none"> ETSAB received two presentations from Daniel Vriend of ETS regarding the Transit Priority Measures Implementation Plan and the Bus Network Plan update. We hope to stay updated on these two plans after they are presented to the committee because it could lead to major improvements for ridership. ETSAB Chair Giselle General officially announced the resignation of our board member Madeleine Stout. We are grateful for the time she spent on the board and wish her the best. Board members discussed at length about what processes we could develop and implement for rapid responses to transit related topics. Our members want the ability to give our thoughts on topical transit news and information and will be discussing this further in February. Both the Fare Evasion and Perception of Safety on LRT working groups are developing the framework for their reports and gathering information from our resources.
February	<ul style="list-style-type: none"> Our Chair gave an update on the ETSAB 2023 Annual Report. It was delayed due to obstacles with receiving some resources to fully fill out the report but she was able to complete it and submit them. The board expresses their appreciation for the continued hard work of Giselle General. The board voted for a new Chair and Vice-chair for 2024-2025. Emily

Attachment 1

	<p>Batty has been voted in as our upcoming Chair and Mudasser Seraj will be our new Vice-chair.</p> <ul style="list-style-type: none"> ● The board discussed and agreed to give feedback on the three reports that are to be presented to the Urban Planning Committee on March 19, 2025. When the documentation is made public before the meeting, we will review them and compile our feedback. ● Both the Fare Evasion and Perception of LRT Safety working groups have started the framework of their report after gathering their resources.
<p>March</p>	<ul style="list-style-type: none"> ● The board received a presentation on City-led rezoning of priority growth areas. We had an in-depth question period, and the board hopes that we have the opportunity to give more feedback in the future as this project develops. ● We are continuing succession planning for the new executive roles as the current executive members are finishing their terms on the board. ● Both working groups have had a busy month but want to push forward to meet their timelines to have reports for the end of April. ● The board will consider giving rapid feedback on the Ride Transit Program Funding Update report when it will be made public in the near future.
<p>April</p>	<ul style="list-style-type: none"> ● The board received a presentation by Bryan Whited and Dallas Karhut on Mass Transit implementation. They covered the work that they've done so far, and board members asked about more emphasis on East/West connections, and how the recent Alberta rail plan could integrate with this mass transit plan. ● The board is hoping to give feedback on the delayed Ride Transit Funding Update when the report is made available. ● ETSAB will be welcoming four new board members, and we look forward to having our new members join us in discussing transit related matters. We recognized our departing board members - Chair Giselle General, Vice-Chair Serena Tang, and Bob Turner. We are appreciative of their time that they dedicated to the board, and hope that their future endeavours go well. ● For the working groups, the Perception of LRT Safety working group has internally reviewed the report draft, and are preparing the report to be voted on. The Fare Evasion Policy working group refined the structure of their report and will continue working on it.
<p>May</p>	<ul style="list-style-type: none"> ● Members of ETSAB were presented with different seating options and features for new light rail vehicles. We also talked about ways to make

Attachment 1

	<p>these new trains easier for everyone to use, focusing on accessibility.</p> <ul style="list-style-type: none"> • At their first monthly meeting, new ETSAB members were welcomed and given a general overview of the board's activities.
<p>June</p>	<ul style="list-style-type: none"> • Following a presentation summarizing the upcoming report by ETS Administration (Report CO02262 - Infrastructure Enhancement for City Transit Facilities - Urban Planning Committee - September 17, 2024), members provided initial feedback. A more detailed response will be provided in the coming weeks, as this topic aligns with the work of a current ETSAB working group focused on fare evasion policies. • The date for the ETSAB Annual Work Planning Retreat has been finalized for Saturday, February 8th, 2025. This ensures the plan can be incorporated into the Annual Activity Report presented to Council in March.
<p>July</p>	<ul style="list-style-type: none"> • Ride Transit Program Funding Gap Report: Marc Lachance presented an overview and led a discussion on potential solutions and recommendations that the City is considering. Also, Councillor Rutherford suggested that our insights could be valuable to Council in addressing this issue. ETSAB members are committed to sharing some structured thoughts on this topic in the coming weeks. • ARC Card Review Working Group: We discussed the formation of our next working group focused on reviewing the ARC Card system. Our goal is to initiate this group promptly to ensure timely progress. • Fare Evasion Working Group Update: The Fare Evasion working group presented a draft letter outlining their findings and recommendations regarding fare evasion on our transit system. Currently, we are seeking input from all ETSAB members, before forwarding it to Council for their consideration. Our goal is to finalize and approve the letter at our next meeting, ensuring that it accurately reflects the collective views of the working group and ETSAB.
<p>August</p>	<ul style="list-style-type: none"> • Approval of the draft Fare Evasion Policies letter to Council. The letter will be sent September 17, 2024 to align with the date of Administration's Infrastructure Enhancement for City Transit Facilities (ETS Fare Gates Pilot) report. • ETSAB Ride Transit Funding Rapid Response Letter in response to administrations Ride Transit Program Funding Gap Report being presented August 28. • The Office of the City Auditor is carrying out an audit of the efficiency/effectiveness of the DATS service and requested to meet/engage with ETSAB. • Bi-Annual luncheon invitation to be sent to councillors, for the board to

Attachment 1

	meet with UPC membership after the standing committee rotation (late October or November UPC meeting day).
September	(No meeting)
October	<ul style="list-style-type: none">• The Board decided to postpone the renewal ARC card review committee due to low sign-up and ongoing work by ETS to improve education about the ARC card.• The Board received updates from J Jackman about the Accessibility Advisory Committee.
November	<ul style="list-style-type: none">• The Board discussed providing additional feedback to Council regarding the upcoming Supplemental Operating Budget Adjustments.• The Board received updates from members that attended the CUTA conference.
December	<ul style="list-style-type: none">• The Board welcomed Councillors Rutherford, Wright and Rice to join them for a winter social event. We discussed overall transit concerns and upcoming issues.

Membership and Appointment Information

Edmonton Transit Service Advisory Board (ETSAB) 2024-25 Membership List			
Name	Appointed	Term Ends	Max Term
Emily Batty - Chair	May 1, 2022	Apr 30, 2026	2030
Bailey Gerrits	May 1, 2023	Apr 30, 2026	2031
Rebecca Hardie	May 1, 2024	Apr 30, 2026	2032
Zohra Jabeen	May 1, 2022	Apr 30, 2026	2030
Joshua Jackman	May 1, 2022	Apr 30, 2026	2030
Ken Kirk	May 1, 2024	Apr 30, 2026	2032
Eugene Masakhwe	May 1, 2023	Apr 30, 2026	2031
Lexi McFarlane	May 1, 2024	Apr 30, 2026	2032
Maria Owczarek	May 1, 2023	Apr 30, 2026	2031
Mudasser Seraj (Vice-Chair)	May 1, 2022	Apr 30, 2026	2030
Shalene Williams	May 1, 2024	Apr 30, 2026	2032

Reports and Communications

Reports by ETSAB to Council:

1. [Postponed from September 17, 2024], Urban Planning Committee, EXT02558, Edmonton Transit Service Advisory Board: Perception of LRT Safety

Correspondence submitted to Council:

1. Bus Network Service Plan - feedback provided to Urban Planning Committee on March 19, 2024
2. Public Spaces Bylaw - feedback submitted to City Administration on August 2, 2024; additional feedback provided to Council on February 10, 2025

3. Fare Evasion - letter to council August 26, 2024
4. Transit Service Needs to Meet Population Growth - feedback provided on October 9, 2024

ETSAB requests to speak to a Standing Committee of Council:

1. None

Concluding Remarks

As noted above, we are looking forward to a productive year with the experience that our members and leaders have gained over the past year. We recently conducted our annual retreat to develop our work plan for the year and are excited and enthusiastic about the transit issues we plan to explore.

Edmonton Transit Service Advisory Board - 2024 - 2025 Resource Information

Administration’s support to the Edmonton Transit Service Advisory Board is funded from the Edmonton Transit Service Branch operating budget.

Resources	2024 - Projected	2024 - Actual	2025 - Projected
Honorarium	\$10,000	\$9,690	\$10,000
Meetings and Events	\$6,680	\$2,573	\$6,680
Travel/Parking	\$1000	\$70	\$1000
Conferences/Training	\$8,000	\$6,337	\$8,000
Child, Elder and Special Needs Care for dependents	\$1,000	\$0	\$1,000
Recognition (including gifts and donations)	\$14,900	\$9,500	\$14,900
Office and Maintenance	\$15,800	\$248	\$15,800
Total	\$57,380	\$28,418	\$57,380

Human Resources	2024 - Actual	2025 - Projected
Number of FTE(s) supporting the Committee: 2	Monthly Hours of Work Low Estimate: 26 High Estimate: 30	Monthly Hours of Work Low Estimate: 55 High Estimate: 65
Total FTE(s): 2	Total Average Hours: 28	Total Average Hours: 60

Edmonton Transit Service Advisory Board - 2025 Work Plan

Mandate of Edmonton Transit Services Advisory Board (ETSAB)

The mandate of ETSAB is to provide advice to Council from a stakeholder perspective on issues related to public transit, including:

- (a) ridership;
- (b) mix of vehicles;
- (c) the relationship between City projects and public transit;
- (d) reviewing initiatives of other levels of government, surrounding municipalities, and other local authorities or organizations that could affect public transit;
- (e) repair, maintenance and accessibility issues;
- (f) servicing issues; and
- (g) public transit policies.

ETSAB Goals for 2025

1. Goal 1: Complete several reports conducted by sub-committees/working groups in order to provide in-depth insights on transit topics identified by the board.
2. Goal 2: Provide timely follow-up on key transit issues, in alignment with the ETS' reports scheduled during Council and committee meetings.
3. Goal 3: Improve and streamline Board processes related to the submission of feedback on transit related issues and onboarding of new members.

Work Plan


Goals	Timeline	Action Items	Expected Outcomes	Partners/ Stakeholders
<p>Goal 1: Complete several reports conducted by sub-committees/ working groups in order to provide in-depth insights on transit topics identified by the board.</p>	<p>Start Date: March 2025</p> <p>Completion Date: April 2026</p>	<ul style="list-style-type: none"> Organize board members based on topics of interest, establish terms of reference, and confirm a timeline to collect information. Draft report and/ or memo to Council on the recommendations identified through the sub-committee research. 	<ul style="list-style-type: none"> Provide a summary to Council as part of the annual report on the number of ETS reports ETSAB was able to provide comment throughout the year. 	<ul style="list-style-type: none"> ETSAB will collaborate with ETS staff to ensure all necessary information is available every board meeting, so the board can decide which topics to comment on. In addition, ETSAB will coordinate with ETS staff to arrange access to available information of the upcoming reports.
<p>Goal 2: Provide timely follow-up on key transit issues, in alignment with the ETS' reports scheduled during Council and committee meetings.</p>	<p>Start Date: March 2025</p> <p>Completion Date: April 2026</p>	<ul style="list-style-type: none"> Continue regular discussions at monthly Board meetings regarding upcoming transit-related matters scheduled to be presented to Council. 	<ul style="list-style-type: none"> Provide a summary to Council as part of the annual report on the number of ETS reports ETSAB was able to provide comment throughout the 	<ul style="list-style-type: none"> ETSAB will collaborate with ETS staff to ensure all necessary information is available every board meeting, so the board can decide which topics

		<ul style="list-style-type: none"> Assign Board Members at monthly meetings to collect and compile feedback from Board members. 	year.	to comment on. In addition, ETSAB will coordinate with ETS staff to arrange access to available information of the upcoming reports.
Goal 3: Improve and streamline Board processes related to submission of feedback on transit related issues and onboarding of new members.	<p>Start Date: March 2025</p> <p>Completion Date: July 2026</p>	<ul style="list-style-type: none"> Use Board feedback to refine processes related to providing feedback to Council, such as creating templates, form emails, and/or contact lists. Use Board feedback to refine onboarding processes for new board members, such as more one-on-one meetings or assigning a Board "buddy". 	<ul style="list-style-type: none"> Collect Board feedback throughout the year to ensure that processes are well-defined and clear. 	<ul style="list-style-type: none"> This is an internal goal related to ETSAB processes.

Sub-Committees for Council's Consideration

Name of the Sub-Committee	<i>Rationale</i>	<i>Composition of the Sub-Committee</i>
Fare funding gap	<p>This sub-committee will write a position paper outlining ETSAB's perspective on the discrepancy between the target and actual revenue-to-cost ratio of transit service (i.e. city target that transit should be offset by user fee revenues of 40-45 per cent, vs actual revenue covering approximately 35 per cent).</p> <p>Clarifying and sharing our position on the funding gap and overall fare levels is a high priority for ETSAB. We expect that our position will help to educate and inform incoming councillors. We anticipate this sub-committee will run from March to October.</p>	<p>Approximately half of the Council appointed members of ETSAB will be responsible for the goals and action items this sub-committee will be doing.</p> <p>Non-members of ETSAB will not be included in this sub-committee.</p>
ARC Card review of user experience	<p>This sub-committee will develop a report to review the ARC card implementation from a users perspective identifying any misconceptions, shortcomings, or opportunities to provide recommendations on the education of users. The sub-committee will explore opportunities such as rewards, gamification, or incentives to increase ridership and rider satisfaction.</p> <p>Payment with the ARC card has been in effect for over two years so riders have had a chance to become accustomed to its use. As we modernize the system and move to an open-pay system, this is an ideal time to review the user experience and explore additional opportunities for improvement.</p>	<p>Approximately half of the Council appointed members of ETSAB will be responsible for the goals and action items this sub-committee will be doing.</p> <p>Non-members of ETSAB will not be included in this sub-committee.</p>

	This topic is a high priority for ETSAB. We anticipate this sub-committee will run from March to September.	
Mapping and navigation at bus stops	<p>This sub-committee will explore options to improve visual appeal and mapping at bus stops to simplify navigation for those who are unfamiliar with transit and who may not be comfortable with technology. This committee will examine how this could impact transit use amongst tourists, with the goal to reduce bus hesitancy and increase perceptions of safety.</p> <p>This sub-committee would be deferred until the completion of the 'fare funding gap' sub-committee. We anticipate it would run from November to March 2026.</p>	<p>Approximately half of the Council appointed members of ETSAB will be responsible for the goals and action items this sub-committee will be doing.</p> <p>Non-members of ETSAB will not be included in this sub-committee.</p>
Pet-friendly transit	<p>This sub-committee would research best practices to create pet-friendly transit to outline the case to make transit more equitable for pet owners, while balancing the needs of all riders. This sub-committee would be deferred until the completion of the 'ARC card review' sub-committee. We anticipate this sub-committee would run from October to March 2026.</p>	<p>Approximately half of the Council appointed members of ETSAB will be responsible for the goals and action items this sub-committee will be doing.</p> <p>Non-members of ETSAB will not be included in this sub-committee.</p>



ETSAB Annual Report & Work Plan

2024 Goals & Progress or Accomplishments

- Goal 1: Timely follow-up on key transit issues scheduled to be presented to council
 - We established a consistent process to discuss upcoming reports at monthly board meetings
 - Issues that require a dedicated response go through our “rapid response” process
 - Assigned to a board member to collect/compile feedback via email
 - Challenges: clarity and transparency around submission process
- Goal 2: Reports by sub-committees
 - Perception of Safety on the LRT (recently presented)
 - Fare evasion
 - Challenges: determine processes around administrative support
- Goal 3: Collaborative Relationships
 - Liaise with Accessibility Advisory Committee

2024 Activities

- Monthly meetings, including presentations on:
 - Transit Priority Measure Implementation Plan, Bus Network Plan, Rezoning of Priority Growth Areas, Mass Transit Implementation, LRT seating options and features, Infrastructure Enhancement for Transit Facilities, Ride Transit Funding Gap
- Reports & Feedback
 - Perception of Safety on the LRT, Fare Evasion, Bus Network Service Plan, Transit Needs to Meet Population Growth, Engagement on Public Spaces Bylaw

2025 Goals

- Goal 1: Reports & Working Groups
 - Proactively provide information to council about transit issues that are important to ETSAB and Edmontonians
- Goal 2: Timely follow-up on key transit issues scheduled to be presented to council
 - Provide input on transit-related matters presented to council
- Goal 3: Improve and streamline Board processes on feedback submission and onboarding
 - Continue to refine internal Board processes to streamline collection and submission of feedback
 - Use Board feedback to improve onboarding process for new members

2025 Subcommittee Work

- Administrative support for 2 concurrent subcommittees
- Topics of interest were selected at annual retreat
 - Prioritized based on impact and amount of work involved
 - Will start on first two topics as subcommittee groups; when completed, move onto next topics
- Topics selected:
 1. Fare funding gap: outline ETSAB position on discrepancy between target and actual revenue-to-cost ratio of transit service
 2. ARC card review of user experience: identify misconceptions, shortcomings, opportunities related to user experience of ARC card
 3. Mapping & Navigation at bus stops: options for improving visual appeal and wayfinding at bus stops
 4. Pet friendly transit: research best practices to create pet-friendly transit



Thank you!



CITY OF EDMONTON YOUTH COUNCIL - 2024 ANNUAL REPORT AND 2025 WORK PLAN

RECOMMENDATION

That the City of Edmonton Youth Council's request to establish three sub-committees for the 2025 Work Plan, as outlined in Attachment 3 of the March 10, 2025, Office of the City Clerk report OCC02858, be approved.

Report Purpose

Decision required

REPORT

In accordance with Bylaw 18156, Council Committees Bylaw, this report provides the City of Edmonton Youth Council (CEYC)'s annual update, including the previous year's work plan, resource allocations, and the proposed work plan for the upcoming year.

2024 Annual Report

The 2024 Annual Report provides a summary of CEYC's work over the past year, including:

- Goals and Accomplishments - key results and progress
- Meeting Summary - key topics and motions addressed during meetings
- Reports and Communications to Council - formal submissions and recommendations

2024-2025 Resource Information

The 2024-2025 Resource Information outlines the fiscal and human resources used in 2024 and projects the resource requirements for 2025.

2025 Work Plan

The 2025 Work Plan provides goals for 2025, which align with CEYC's mandate and Council's strategic objectives. It includes:

- 2025 Goals and Action Items - key focus areas and steps required to achieve each goal
- Expected Outcomes - anticipated impacts and benefits of the planned work

CITY OF EDMONTON YOUTH COUNCIL - 2024 ANNUAL REPORT AND 2025 WORK PLAN

- Collaborating Partners/Stakeholder - other groups and stakeholders involved in achieving the goals

Sub-Committee Request

CEYC is seeking Council's approval to establish three sub-committees to support its 2025 goals. The sub-committee will focus on policy, projects and internal activities. The sub-committees are meant to be used for the 2025 goals while the General Assembly serves as the platform for gathering feedback and obtaining approval for initiatives.

Further details are provided in the 2025 Work Plan (Attachment 3).

The Social Development branch, which provides administrative support to CEYC, does not support CEYC's request to establish three sub-committees for the 2025 Work Plan. Social Development proposes to work with CEYC to focus their work and initiatives to have maximum impact on a few key areas of focus, and would support establishing two sub-committees.

CEYC subcommittee meetings have been booked at times when Administration is unable to provide support, such as Sundays. Social Development has recently reallocated branch work and has less resources available to support the work of Council Committees.

ATTACHMENTS

1. City of Edmonton Youth Council - 2024 Annual Report
2. City of Edmonton Youth Council - 2024-2025 Resource Information
3. City of Edmonton Youth Council - 2025 Work Plan

City of Edmonton Youth Council - 2024 Annual Report

Message from the Executive External Chair

For thirty years, the City of Edmonton Youth Council has served as young Edmontonians' most direct channel of engagement with City Council. As Executive Chair for the 2024-2025 term, I feel incredibly honoured to be serving in this organization, but also remain very aware of the responsibility put upon me in ensuring that it continues to improve in building an Edmonton for all young people.

Halfway through this term, it is increasingly clear that the work we've done so far, as well as the work left to do until the end of the year, will set the foundation for a new era for CEYC—one that prioritizes direct engagement with both Council and Edmontonian youth, meaningful allyship with diverse youth communities, and a strategic-but-principled approach to addressing municipal issues.

I hope that this report shows both the importance of the work CEYC has been doing this term, as well as the level of dedication and care our youth have towards making Edmonton a better place. Despite the struggles we've all faced over the past few years, there is always great hope and inspiration to be found by witnessing the power young people have when they come together.

With appreciation,
Sayem Ali Ahmed

Message from the Internal Executive Chair, Angelina Raina

It is an immense privilege to be writing this letter as Executive Co-Chair of the City of Edmonton Youth Council for the 2024-2025 term. The journey from election to now, writing this report, has offered me so much more than I could have expected and it is an honor to have had the chance to witness and participate in the evolution of this council and its people.

CEYC has always been unique in its structure and in what it offers young people. This council offers a rare and unparalleled opportunity for young people to engage with municipal politics on their own accord, learning to advocate, organize, and act in solidarity with the people around them. These opportunities provide the youth of this city a safe space to make mistakes, learn from them, and come back stronger in their initiatives.

This year, CEYC continued to work on its previous years goals and we saw new members in our leadership. This is incredibly encouraging to see as we continue to act on our mandate of involving diverse youth with council and aiding them in their growth as people. CEYC continued to work on initiatives ranging from anti-racism, mental health, community safety to networking while also pushing forward its engagement with the council by keeping up with policy decisions.

CEYC is one of the most practical and open ways of engaging with the city as its structure allows for young people to have direct contact with city administration, who are always willing to listen and support our work. This connection can be tangibly seen in the increase of confidence of the youth in council as they are better able to understand policies and the changes they are able to make through critiques and engagement.

As Internal Co-Chair, I shall continue to support the youth of CEYC and this city to the best of my abilities, keeping in mind the great trust that has been put in me with this role. CEYC has been a place of growth and prosperity and I hope to see it continue to be a place young people in Edmonton can come to grow, build character, and solidarity well into the future.

With immense gratitude,

Angelina Raina

Purpose of the Annual Report

This annual report has been developed to meet the requirements of Bylaw 18156 - Council Committees Bylaw, which sets out the annual reporting requirements for Council Committees. Under Bylaw 18156, all Council Committees will:

- Report to Council at least annually.
- Approve a work plan that aligns with Council’s strategic objectives and the Council Committee’s mandate, including a reporting of what resources were provided in the previous year and the anticipated resource requirements for the upcoming year.
- During its annual report to Council, present the work plan as well as a summary of the status of the previous year’s work plan.

Mandate of City of Edmonton Youth Council (CEYC)

The mandate of CEYC is to provide information and advice to Council in relation to issues involving or affecting Youth.

Report on 2024 Work Plan Goals and Accomplishments

Goal One	
Mobilize youth on local issues through community, events and projects.	
Key Results	<ul style="list-style-type: none"> • Educate youth on the interplay between houselessness, zoning laws, and public spaces to promote meaningful, strategic action towards improving outcomes in these issues • Engage with youth on their experience with city transit and promote youth needs and perspectives within city transit policies and projects. • Create avenues for youth to stay informed of municipal affairs related to their interests, and encourage involvement in municipal processes.
Summary of Progress	<ul style="list-style-type: none"> • <i>Public Spaces Bylaw Working Group:</i> Created and released a position representing the youth perspective on the revised Public Spaces Bylaw. • <i>Public Relations:</i> Created a social media team entirely composed of youth to provide a direct link between Edmontonians and the Youth Council, thereby establishing two-way communication opportunities

	to discuss and share youth perspectives.
--	------------------------------------------

Goal Two	
Empower youth through education, skill building, and experience.	
Key Results	<ul style="list-style-type: none"> • Provide youth with professional development opportunities which support future contribution and innovation. • Encourage youth participation in creating a greener and more sustainable Edmonton. • Facilitate opportunities for youth both within and outside of CEYC to network and engage with each other. • Keep youth informed of scholarships, volunteering, and professional development opportunities.
Summary of Progress	<ul style="list-style-type: none"> • <i>Youth Summit Initiative:</i> Encouraging the construction of safe and inclusive spaces for young people in the spirit of social justice. • <i>Youth Community Involvement Webpage:</i> The maintenance of “Youth Community Involvement” webpage on the CEYC website, sharing volunteer, scholarship, and professional development opportunities.

Goal Three	
Provide youth with opportunities for meaningful participation in local government	
Key Results	<ul style="list-style-type: none"> • Provide opportunities for youth in Edmonton to participate and provide insight to CEYC. • Recruit CEYC membership to reflect a diverse array of youth with varying identities and life experiences. • Actively engage with youth outside of CEYC on issues as they pertain to youth experience. • Engage with the City Council on a number of policy related decisions from a youth perspective.
Summary of Progress	<ul style="list-style-type: none"> • <i>Youth at Large:</i> The inclusion of additional youth to participate in CEYC activities and projects who are not part of the official CEYC recruitment process. Currently, there are roughly 60 YAL. • <i>Community Visits:</i> Visits to schools and community groups across Edmonton allow the committee to present on the work of CEYC and recruit members. This initiative has gained traction in increasing

	<p>exposure for the committee.</p> <ul style="list-style-type: none"> • <i>Networking Event:</i> Event open to all youth in Edmonton to discuss municipal issues and form connections to work on addressing these issues. Many new members this term were introduced to CEYC through this event. • <i>Public Spaces Bylaw Working Group:</i> Wrote a letter to Council on the Public Spaces Bylaw, and had five members speak at Council, providing a youth perspective on the proposed changes. This initiative is ongoing and plans to be responsive to council reports and policy discussions.
--	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

In addition, the following was also completed by CEYC:

- **June 5, 2024:** Networking Event
- **November 2024:** Open conversations: Indigenous Allyship
- **February 2025:** Provided youth perspective on Bylaw 20700: Public Spaces Bylaw by speaking to Council and media engagement. Our media coverage included an opinion piece in the Edmonton Journal and interviews on CBC, 630 CHED, and City News.

It should be noted that CEYC initiatives usually see results towards the end of the term (roughly May-June), making it difficult to comment on specific results here. For this reason, we recommend changing the timing this report is due to May or June, such that it can be submitted alongside CEYC’s Membership Report. We are open to providing a follow-up report with more concrete results later this term if requested.

Last term, the Annual Report was presented on May 14, 2024, and thus can provide more of an idea as to what CEYC typically accomplishes over a year. We recommend referring back to the 2024 Annual Report as needed.

2024 Meeting Summary – Key Topics and Motions Meeting Summary

Meeting	Summary - Key Topics and Motions
<p>Standing Items</p>	<ul style="list-style-type: none"> ● Councillor Updates ● Chair Updates ● Administration Updates ● Subcommittee Chair Updates (Projects, Policy, Internal)
<p>September</p>	<p>Topics:</p> <ul style="list-style-type: none"> ● Orientation ● Election for VCM executive positions <ul style="list-style-type: none"> ○ Speeches, Q&A, and voting for: <ul style="list-style-type: none"> ■ Co-Chairs, Internal Subcommittee, Projects Subcommittee, and Policy Subcommittee.
<p>October</p>	<p>Topics:</p> <ul style="list-style-type: none"> ● Election for VCM/YAL executive positions <ul style="list-style-type: none"> ○ Speeches, Q&A, voting for: <ul style="list-style-type: none"> ■ Co-Chairs positions for Internal Subcommittee, Projects Subcommittee, and Policy Subcommittee ● Subcommittee purpose and recruitment
<p>November</p>	<p>Topics:</p> <ul style="list-style-type: none"> ● <i>Initiative Proposal:</i> Youth Summit on Social Justice and Empowerment ● <i>Initiative Proposal:</i> Suicide Prevention ● <i>Initiative Proposal:</i> Anti-Racism ● <i>Initiative Proposal:</i> Community Safety ● <i>Initiative Proposal:</i> Addictions Initiative ● Open discussion on November Budget Adjustment ● Open discussion on Indigenous Allyship and Reconciliation <p>Presentations:</p> <ul style="list-style-type: none"> ● <i>Administration Presentation:</i> Anti-Racism Strategy Update – High Level Office for Reconciliation and Anti-Racism <p>Motions:</p> <ul style="list-style-type: none"> ● <i>Passed:</i> To approve the Youth Summit on Social Justice and Empowerment Initiative ● <i>Passed:</i> To approve the Suicide Prevention Initiative ● <i>Passed:</i> To approve the Anti-Racism Initiative ● <i>Passed:</i> To approve the Community Safety Initiative ● <i>Passed:</i> To approve the Addictions Initiative
<p>December</p>	<p>Topics:</p>

Attachment 1

	<ul style="list-style-type: none"> ● <i>Initiative Proposal: Community-Oriented Self-Care</i> ● <i>Initiative Proposal: Public Relations</i> ● <i>Initiative Proposal: Networking</i> ● November Budget Adjustment debrief ● Discussion on CEYC 2024-2025 Workplan <p>Motions:</p> <ul style="list-style-type: none"> ● <i>Passed: To approve the Public Relations Initiative (without the budget)</i> ● <i>Passed: To approve the Networking Initiative (without the budget)</i>
January	<p>Topics:</p> <ul style="list-style-type: none"> ● <i>Initiative Budget Update: Public Relations</i> ● <i>Initiative Budget Proposal: Networking</i> <p>Motions:</p> <ul style="list-style-type: none"> ● <i>Passed: To approve the budget for the Networking Initiative</i>
February	<p>Topics:</p> <ul style="list-style-type: none"> ● CEYC's response to external affairs procedure ● CEYC Position on Revised Public Spaces Motion <p>Presentations:</p> <ul style="list-style-type: none"> ● <i>Administration Presentation: Public Spaces Bylaw – Employee and Legal Services</i> <p>Motions:</p> <ul style="list-style-type: none"> ● <i>Passed: To publish and approve the op-ed as the official CEYC stance on the public spaces bylaw hearing</i> ● <i>Passed: To approve the letter authored by CEYC to be sent to other advisory boards to co-sign before sending to Council</i>

Membership and Appointment Information

City of Edmonton Youth Council (CEYC) 2024-25 Membership List			
Name	Appointed	Term Ends	Max Term
Sayem Ali Ahmed - Co-Chair	Sep 1, 2021	Aug 31, 2026	2029
Reetu Arvikar	Oct 19, 2020	Aug 31, 2026	2028
Ashley Arulnithy	Aug 20, 2024	Aug 31, 2026	2032
Corinne Au	Aug 20, 2024	Aug 31, 2026	2032
Thomas Beschell	Sep 1, 2021	Aug 31, 2026	2029
Speena Dalal	Sep 1, 2023	Aug 31, 2026	2031
Rowan Hanf	Aug 20, 2024	Aug 31, 2026	2032
Jessica Huynh	Aug 20, 2024	Aug 31, 2026	2032
Bella Jiao	Oct 2, 2024	Aug 31, 2026	2032
Mathew Katz	Aug 20, 2024	Aug 31, 2026	2032
Harsehaj Kaur	Sep 1, 2023	Aug 31, 2026	2031
Reet Khinda	Aug 20, 2024	Aug 31, 2026	2032
Mambouomuni Kuverua	Aug 20, 2024	Aug 31, 2026	2032
Ben Magalnick	Sep 1, 2022	Aug 31, 2026	2030
Dominic Mao	Sep 1, 2022	Aug 31, 2026	2030
Aditya Peddi	Aug 20, 2024	Aug 31, 2026	2032
Angelina Raina - Co-Chair	Sep 1, 2022	Aug 31, 2026	2030
Moneek Sandhu	Sep 1, 2022	Aug 31, 2026	2030
Irshad Sayed	Oct 19, 2020	Aug 31, 2026	2028
Ellen Tam	Aug 20, 2024	Aug 31, 2026	2032

Reports and Communications

Correspondence submitted to Council:

No correspondence has been submitted to Council as of February 7, 2025.

CEYC requests to speak to a Standing Committee of Council:

No requests to speak to a Standing Committee of Council have been made as of February 7, 2025.

Concluding Remarks

The CEYC has continued to support its mandate through the hard work of 20 Voting Committee Members and over 70 Youth-at-Large. All these people together make CEYC the inspiration and force that it is.

Our mandate of providing advice to council in relation to youth issues by promoting events that profile local youth issues, provide networking opportunities, while continuing to research on policy proposals for council's review in the future has continued on successfully this year. Young people continue to focus on initiatives such as community safety and wellbeing, reaching out to young people through surveys and events to learn of their views on these policies along with workshops around mental health resources for youth will be put on this year.

In order to better support the work of CEYC and improve its efficiency, we'd like to formally request to move the timing of our annual report presentation to being in June. This change would allow us to better align with the academic year of students and therefore have more to report on as initiatives will not simply be 'in progress'. This would also more properly align with our request to have a formal shift in our calendar year so as to more appropriately accommodate students.

It has been 30 years since the creation of the City of Edmonton Youth Council in 1995 and we have strived to accomplish our mission of educating and empowering youth by providing meaningful input on municipal politics since then. We are incredibly grateful for these 30 years and we are looking forward to 30 more years of youth leadership, engagement, and empowerment.

The City of Edmonton Youth Council's Executive Co-Chairs,
Sayem Ali Ahmed and Angelina Raina

City of Edmonton Youth Council - 2024-2025 Resource Information

Administration's support to the City of Edmonton Youth Council is funded from the Social Development Branch operating budget.

Resources	2024 Projected	2024 Actual	Comments
Expenditures			
Honorarium	\$25,000	\$16,375	
Transportation	\$0	\$0	
Hosting	\$10,000	\$2,859	Budgeted for in-person meetings, however many meetings were held virtually in 2024.
General Contract Work	\$0	\$1,674	Security measures at the meeting location required a security guard on site.
General Service Costs	\$11,055	\$666	
Volunteer/Boards/ Partners Recognition	\$1,000	\$308	
Local Training	\$0	\$0	
Parking	\$0	\$161	Shifting towards more in-person meetings and will also be reflected in the 2025 budget.
Employee Recognition	\$0	\$0	
Direct Material	\$100	\$0	
Total-Labour Overhead	\$0	\$31	
Communications Consulting Services	\$0	\$3,265	Cost supported CEYC's social media.
General Professional Services	\$3,500	\$1,000	
Facility Maintenance	\$0	\$428	Installation of two wireless microphones for CEYC event.
Publicity	\$0	\$12	
Total	\$50,655	\$26,779	

2025 Budget

For 2025, Administration will have a dedicated team to provide ongoing support to CEYC to effectively manage their budgets and fulfill their mandate. Expenditure lines have been realigned to simplify financial tracking and reporting with clear categories for expenses. Several outdated or redundant expenditure categories have been merged for clarity and efficiency. The 2025 projections are as follows:

Resources	2025 Projected
Expenditures	
Honorarium	\$20,500
Transportation	\$1,000
Hosting	\$8,000
General Contract Work¹	\$10,000
General Service Costs²	\$5,000
Volunteer/Boards/Partners Recognition	\$500
Local Training	\$1,000
Parking	\$1,000
Employee Recognition	\$100
Direct Material	\$1,000
Total	\$48,100

¹General Contract Work amalgamated these 2024 expenditures: General Professional Services, Communications Consulting Services, Publicity

²General Services Costs amalgamated these 2024 expenditures: Total Labour Overhead, Facility Maintenance

Human Resource Requirements

Human Resources	2024 Actual	2025 Projected
Number of FTE(s) supporting the Committee: .75 (.5 Facilitator, .25 Coordinator)	Monthly Hours of Work Low Estimate: 100 High Estimate: 135	Monthly Hours of Work Low Estimate: 68 High Estimate: 100
Total FTE(s): .75	Total Average Hours: 117.5	Total Average Hours: 84

City of Edmonton Youth Council - 2025 Work Plan

Mandate of City of Edmonton Youth Council (CEYC)

The mandate of CEYC is to provide information and advice to Council in relation to issues involving or affecting youth. To carry out this mandate, the CEYC may:

- Research and write policy proposals for Council's review;
- Coordinate community events that profile local youth issues;
- Receive direction from Council on work or reports it requires on youth matters;
- Develop and maintain relationships with individuals and organizations addressing issues of concern to youth;
- Promote initiatives to support the well-being of youth;
- Educate youth on City governance, procedures and policy making;
- Provide networking opportunities for youth;
- Consult with City Manager and other organizations supporting youth initiatives;
- Establish the General Assembly, maintain the registry of individuals participating in the General Assembly, and oversee its meetings;
- If requested by Council, recommend individuals for appointment to the City's civic agencies; and
- Inform Council of initiatives of other levels of government that could affect Youth.

CEYC Goals for 2025

1. Goal 1: Mobilize youth on local issues through community, events, and projects.
2. Goal 2: Empower youth through education, skill building, and experience to be active citizens.
3. Goal 3: Provide youth with opportunities for meaningful participation in local government.

Work Plan

Goals	Timeline	Action Items	Expected Outcomes	Partners/ Stakeholders
<p>Goal 1: Mobilize youth on local issues through community, events, and projects.</p>	<p>Start Date: November 6, 2024</p> <p>Completion Date: Ongoing</p>	<p>Youth Summit Initiative</p> <ul style="list-style-type: none"> Encouraging the construction of safe and inclusive spaces for young people in the spirit of social justice Sharing experiences from professionals and youth, surrounding social challenges including racism, mental health, and stereotyping Discussing solutions and initiatives for 	<p>Youth Summit Initiative</p> <ul style="list-style-type: none"> Strengthening and empowering marginalized and struggling youth from diverse backgrounds Building empathy, understanding, connection, healing, and action through open dialogue Bringing attention and awareness to promoting inclusivity and diversity Addressing barriers to youth 	<p>Youth Summit Initiative</p> <ul style="list-style-type: none"> Partner with the Internal Subcommittee to advertise and obtain youth engagement Partner with the Policy Subcommittee to research and draft policy proposals based on insights and information gained post-initiative Collaboration with local organizations and groups to act as guest speakers,

	<p>Start Date: November 6, 2024</p> <p>Completion Date: Ongoing</p>	<p>participants to create positive changes individually or in youth collectives</p> <ul style="list-style-type: none"> Facilitating and educating youth on healthy ways to maintain positive mental health in the midst of challenges and adversity. <p>Suicide Prevention Workshops</p> <ul style="list-style-type: none"> Develop and maintain relationships with individuals and organizations addressing issues of concern to youth. Promotes 	<p>engagement in local groups, student government, and general participation</p> <ul style="list-style-type: none"> Inspiring an action-oriented mindset, with tangible solutions to bring back to their communities to work towards <p>Suicide Prevention Workshops</p> <ol style="list-style-type: none"> Combat suicide rates in Edmonton by equipping young people with skills to identify warning signs of suicidal ideation and to help people who are considering suicide feel empowered to access the appropriate 	<p>panelists, and professionals in the fields of social justice, diversity, and inclusivity.</p> <p>Suicide Prevention Workshops</p> <ul style="list-style-type: none"> Community Helpers Program (AHS/University of Alberta) Possible collaboration with CEYC Internal Subcommittee: opportunity for
--	-------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

	<p>Start Date: December 4, 2024</p> <p>Completion Date: Ongoing</p>	<p>initiatives to support the well-being of youth.</p> <ul style="list-style-type: none"> Provides networking opportunities for youth. <p>Public Relations Initiative</p> <ul style="list-style-type: none"> Create a social media strategy for CEYC social media platforms. Increasing the number of posts on social media platforms related to: city news, CEYC initiatives, and CEYC events and engagement opportunities. 	<p>resources.</p> <p>2. Impact the lives of those experiencing suicidal ideation and those who are close to them, as well as those who receive training in suicide prevention.</p> <p>Public Relations Initiative</p> <ul style="list-style-type: none"> Empower youth to mobilize, stay informed of municipal affairs, and create healthy communities. Encourage robust engagement with youth and establish 2-way communication opportunities to discuss and share youth perspectives. Expand the CEYC's 	<p>CEYC members to acquire/build skills.</p> <ul style="list-style-type: none"> External media presence is not desired, but not necessarily unwelcome.
--	-------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------

			network and connections to diverse youth voices.	
Goal 2: Empower youth through education, skill building, and experience to be active citizens.	<p>Start Date: December 4, 2024</p> <p>Completion Date: Ongoing</p>	<p>Networking Initiative</p> <ul style="list-style-type: none"> • Host an event or events specifically designed to create opportunities for youth to engage with each other, youth serving agencies, and with members of the City Council. 	<p>Networking Initiative</p> <ul style="list-style-type: none"> • Provide opportunities for youth to network, establish new relationships, and exchange ideas and knowledge. • Create opportunities for youth to be involved in municipal affair • Resource youth with community connections. 	<p>Networking Initiative</p> <ul style="list-style-type: none"> • Connect with City Council members and local youth serving agencies.
Goal 3: Provide opportunities for meaningful participation in Edmonton's local Government.	<p>Start Date: November 6, 2024</p> <p>Completion Date: Ongoing</p>	<p>Addictions Initiative</p> <ul style="list-style-type: none"> • Provide Council with policy advice from a youth perspective as it relates to the addiction issue 	<p>Addictions Initiative</p> <ul style="list-style-type: none"> • Raise broader awareness of the addictions issue. • Present a report to Council 	<p>Addictions Initiative</p> <ul style="list-style-type: none"> • Engage youth external to CEYC • Engage with external community organizations

	<p>Start Date: January 2024</p> <p>Completion Date: Ongoing</p>	<p>municipally.</p> <ul style="list-style-type: none"> • Research policies on the issue of addictions. • Create and market a survey to understand the broader youth perspective on addictions. • Write and present a report outlining findings from research and survey for Council’s review. <p>Community Safety and Wellbeing Initiative</p> <ul style="list-style-type: none"> • Engage with youth external to CEYC on perspectives of policing and 	<p>outlining a youth perspective on addictions and providing well-researched solutions.</p> <p>Community Safety and Wellbeing Initiative</p> <ul style="list-style-type: none"> • Amplify youth perspective on safety within Edmonton. • Provide Council 	<p>focused on addictions.</p> <p>Community Safety and Wellbeing Initiative</p> <ul style="list-style-type: none"> • Connect with members of Administration within social development,
--	---------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

		<p>safety within Edmonton.</p> <ul style="list-style-type: none"> • Research strategies external to policing that enhances community safety. • Conduct a jurisdictional scan of strategies employed by other municipalities to enhance community safety and cohesion. • Create and market a survey to understand the broader youth perspective on community safety. • Draft a report to Council 	<p>with a report outlining youth perspectives of policing and community safety, and identifying evidence based strategies of promoting community safety.</p>	<p>and CSWB.</p> <ul style="list-style-type: none"> • Connect with members from EPS. • Engage youth external to CEYC. • Engage with academics, community figures, and academics.
--	--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

	<p>Start Date: January 2024</p> <p>Completion Date: Ongoing</p>	<p>outlining findings.</p> <p>Anti-Racism Initiative</p> <ul style="list-style-type: none"> • Create a relationship with the Anti-Racism independent body. • Establish strategies to support the Anti-Racism strategy with the City of Edmonton. • Collaborate with Jasper Place High School to conduct focus groups with students and faculty to understand their perspectives on anti-racism and to educate 	<p>Anti-Racism Initiative</p> <ul style="list-style-type: none"> • Creation of a long-term strategic partnership with the goal of promoting anti-racism within the City of Edmonton and within CEYC. • Help contribute to a healthy city through the practice of anti-racism. • Work in collaboration with the City of Edmonton Independent Body. • Present a report to Council outlining the 	<p>Anti-Racism Initiative</p> <ul style="list-style-type: none"> • Establish a relationship with the City of Edmonton's Independent Body and Administration working towards anti-racism. • Collaborate with Jasper Place High School in relation to the planned focus groups.
--	---------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

		<p>students and faculty on racism.</p> <ul style="list-style-type: none"> • Present a report outlining the successes of anti-racism focus groups to Council 	<p>successes of anti-racism and focus groups to Council.</p>	
--	--	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------	--

Sub-Committees for Council's Consideration

	Name of the Sub-Committee	Rationale	Composition of the Sub-Committee
1	Projects	<p>The Projects Subcommittee plays a crucial role in involving youth in local governance and building relationships with young Edmontonians for the following reasons:</p> <ul style="list-style-type: none"> • <i>Promoting Volunteerism and Community Involvement:</i> The subcommittee fosters a platform that empowers youth to connect with relevant issues in our city, inspiring them to volunteer and contribute to improving their communities, as young leaders. This initiative ignites a passion for governance and instills strong values of humanitarianism among young people. • <i>Alignment with CEYC Goals:</i> The objectives and essence of this subcommittee capture the overarching CEYC goal of mobilizing youth on local issues through local 	<p>The project's subcommittee will have a minimum of 3 Voting Committee Members (Co-chairs included) and a minimum of 20 Youth at Large (YAL) members who will collectively collaborate towards the contribution and advancement of the mandate of the subcommittee.</p> <p>The YAL members bring an incredible work ethic and contribute exceptionally towards</p>

		<p>projects, allowing the opportunity for youth to develop the skills to initiate impactful changes to their city.</p> <ul style="list-style-type: none"> • <i>Developing Young Leaders:</i> The subcommittee creates a supportive atmosphere for young people to acquire essential workplace skills, such as understanding Robert’s Rules and voting structures, student governance, leadership, interpersonal skills, budgeting, event planning, and teamwork. Consequently, this subcommittee empowers youth to select issues they are passionate about and develop their projects collaboratively, fostering a strong work ethic and initiative. As a result, they gain valuable leadership skills, discover their true passions, and build their resumes for future careers. <p>The Projects subcommittee is responsible for educating and inspiring youth to take action, through various initiatives throughout the year, representing the branch of CEYC that is at the forefront of youth-oriented issues. For the project subcommittee to successfully serve the community, the City of Edmonton must ensure sufficient funding and staff support. Funding is necessary for the growth and success of initiatives, to reserve required venues, supply meals for participating youth and community members, pay fees for educational workshops, reserve bookings for professionals and guest speakers, and purchase materials vital to event operations. Staff support is valuable in ensuring initiatives are effectively coordinated, organized, and compliant with CEYC standards and goals. The Projects subcommittee typically holds monthly meetings, while initiative leads and their respective teams meet weekly or bi-weekly. This dedicated time is essential for</p>	<p>the execution of various initiatives. Furthermore, YAL member’s diversity and respective backgrounds provide a variety of perspectives and ideologies within the subcommittee.</p>
--	--	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

		<p>concentrating on initiatives that aim to support Edmontonian youth.</p> <p>Overall, the Projects subcommittee is important for engaging with Edmontonian youth, by fostering their involvement in local matters and encouraging them to tackle issues they are passionate about in their community. The subcommittee's establishment provides the necessary time to organize and facilitate event planning, while the general assembly serves as a platform to gather feedback, and engagement, and obtain approval for initiative work.</p>	
2.	Policy	<p>The Policy Subcommittee plays an essential role in effectively integrating youth perspectives into municipal governance and directly increasing youth's awareness and interest in policies of the municipal government for the reasons following:</p> <ul style="list-style-type: none"> • <i>Direct Advisory Role:</i> The subcommittee advises city council on city priorities and emerging policy from a youth perspective, providing nuanced recommendations reflecting the policy from a youth perspective, providing nuanced recommendations reflecting the evolving needs of Edmonton's youth. • <i>Meaningful impacts:</i> It focuses on pressing key issues facing the youth of Edmonton, such as in our initiatives of Anti-Racism, Addictions, and Community Safety and Wellbeing, which ensure youth voices are considered when problem-solving for youth-related issues. • <i>Support for CECY's Goals:</i> By empowering youth to 	<p>The Subcommittee will have a minimum of 3 Voting Committee Members (Co-chairs included) and a minimum of 15 Youth at Large (YAL) members who will collectively collaborate towards the contribution and advancement of the goal and action items of the subcommittee.</p> <p>The YAL members bring additional capacity to complete the work of this subcommittee by providing a greater diversity of perspectives and lived</p>

		<p>participate meaningfully in local government, the subcommittee aligns with the City of Edmonton Youth Council's goal #3.</p> <ul style="list-style-type: none"> • <i>Engagement and Feedback:</i> Actively participating in engagement opportunities with City Administration ensures youth perspectives are integrated into policy formulation, fostering collaboration and inclusivity in decision-making. <p>The Policy Subcommittee is integral because it is the only means for CEYC to directly interact, engage and communicate policy changes to the City Council. Through our survey data collection, we work to align city policy and initiatives with youth values, interests and concerns. Applying a youth perspective empowers youth to access problems arising from misalignments and recommendations that could fill these gaps. At present, we have three running initiatives. The initiative's pillars integrate experiential knowledge supported by data collection and analysis. The material products of the sub-committee are policy drafts and papers.</p>	<p>experiences.</p> <p>It also enables CEYC to have more representation when presenting to council or when speaking at a committee meeting or public hearing. As CEYC members are largely students, having a larger group of youth available, can provide more ability for daytime availability to speak with council and administration.</p>
3.	Internal	<p>The Internal Subcommittee is vital to the overall operation of CEYC and CEYC's role as an advisory body because:</p> <ul style="list-style-type: none"> • <i>Facilitating CEYC Initiatives:</i> By creating CEYC's social media content for all three subcommittees, the internal subcommittee facilitates the effective operation of the entire council, and supports the specific goals of every initiative. Through management of initiatives' social 	<p>The Subcommittee will have a minimum of 3 Voting Committee Members (Council Appointment members) and up to 20 Youth at Large members responsible for the goal and action items of the subcommittee.</p>

		<p>media, the subcommittee allows CEYC and its initiatives to spread awareness about their work and execute essential logistic processes, such as event registration and recruitment.</p> <ul style="list-style-type: none"> • <i>Fostering Youth Education:</i> Through maintaining CEYC’s online presence, the internal subcommittee informs youth on opportunities for civic participation and educates youth on issues important to them. This is in alignment with two CEYC goals. First, to provide youth with opportunities for meaningful participation in local government. Second, to empower youth through education. • <i>Establishes Connection Between CEYC, External Organizations, and the Public:</i> The internal subcommittee uses social media, the CEYC website, and networking events to connect CEYC with young Edmontonians and other local youth organizations. These connections integrate CEYC with the remainder of Edmonton’s youth community and educates CEYC about youth opinions and values. For example, the internal subcommittee’s operation of the CEYC social media and website provides youth with accessible, 2 way communication with CEYC. <p>The internal subcommittee is focusing on public relations and networking for the 2024-2025 term. The subcommittee as a whole meets monthly to communicate with all internal initiatives and provide progress updates, while individual initiatives meet monthly to focus on their specific tasks. In doing this, the internal subcommittee creates a consistent</p>	<p>This number of YAL members allows for sustainable division of work, as well as the capacity to work on multiple initiatives simultaneously. This accommodates for the varying availabilities of members and the widespread involvement that the internal subcommittee has in all of CEYC’s initiatives.</p>
--	--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

		<p>understanding of what work is completed and yet to be done, and sets aside regular times for collaborative work on initiatives.</p> <p>In summary, the internal subcommittee is responsible for the upkeep of fundamental CEYC functions, such as social media management, website updates, communication with the public and other youth organizations. In fulfilling these purposes, the internal subcommittee ensures other subcommittees have the needed tools and relationships to realize successful initiatives. As well, the internal subcommittee independently serves to increase awareness of CEYC, thus encouraging youth involvement in municipal government and educating youth on how to achieve further political representation.</p> <ul style="list-style-type: none"> • The internal subcommittee does mandatory, administrative work and in order to ensure the sustainable functioning of this group, we would like to restructure it in the upcoming months. Currently we follow the initiative model but we have seen a lack of engagement with this set up so we aim to introduce elected positions for this subcommittee so the work is done in a timely manner. This is still to be debated at our monthly meeting at the time of writing this report. 	
--	--	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--



CEYC

CITY OF EDMONTON **YOUTH COUNCIL**



Annual Report

March 10, 2025



Hello!

Sayem Ali Ahmed, External Co-Chair

Angelina Raina, Internal Co-Chair



Agenda

1. What is CEYC?
2. Where did we start?
3. Where are we now?
4. Where are we going?

1

What is CEYC?

Who are we and what do we do?



Mission: Educate and empower youth to provide meaningful input and to take action on local issues and municipal politics.



181,295

Youth in Edmonton between the ages of 10 and 24
(2021 Canadian Census)

2

Where did we start?

Looking back at the term so far.



Strategic Planning

24/25

Overarching Values:

- Community Safety and Well-Being
- Governance
- Indigenous awareness
- Engagement
- Project Management
- Communication and social media

3

Where are we now?

Current metrics, subcommittees, and council reports.



86

Youth working with CEYC (YAL + VCM)

10

Organizations engaged with

7

Ongoing Initiatives

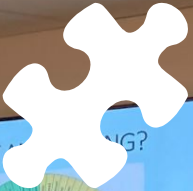
Policy Subcommittee



Projects Subcommittee



Internal Subcommittee

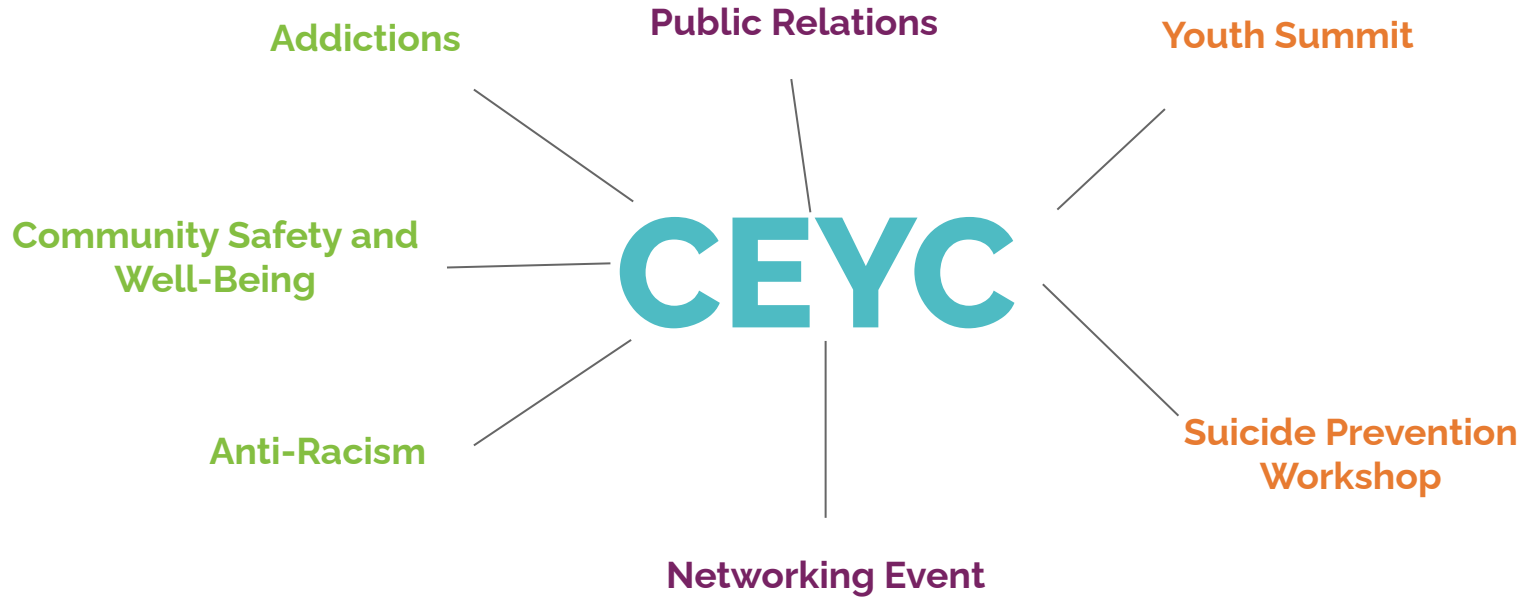


WHAT IS COACHING?

"COACHING ARE OURS"
Engage judgment with curiosity
Instead of good/bad, use pleasant/unpleasant
easy/challenging

Rene Barber Coaching

Policy, Internal, Projects



4

Where are we going?

Next steps for the remainder of the term.



Structural Recommendations

We have the two following recommendations:

- Adjust the term start and end from **Sept 1 - Aug 31** to **July 31 - Aug 1**
- Permanently shift the timing of this report to May (same timing as the Membership Report)



Upcoming Events & Initiatives

- **April 2** - General Assembly
- **Early May** - Youth Summit on Social Justice
- **Early May** - VCM Applications Open
- **June 4** - CEYC Networking Event



How to get involved

- Attend and support our events
- Consult CEYC on matters of discussion
- Invite CEYC to be part of collaborations with other groups
- Invite youth in your wards to apply



Thank you!

Any questions?

 youthcouncil@edmonton.ca

   [@edmyouthcouncil](https://www.instagram.com/edmyouthcouncil)



WOMEN'S ADVISORY VOICE OF EDMONTON COMMITTEE - 2024 ANNUAL REPORT AND 2025 WORK PLAN

RECOMMENDATION

That the Women's Advisory Voice of Edmonton Committee's request to establish one sub-committee for the 2025 Work Plan, as outlined in Attachment 3 of the March 10, 2025, Office of the City Clerk report OCC02864, be approved.

Report Purpose

Decision required

REPORT

In accordance with Bylaw 18156, Council Committees Bylaw, this report provides the Women's Advisory Voice of Edmonton Committee (WAVE)'s annual update, including the previous year's work plan, resource allocations, and the proposed work plan for the upcoming year.

2024 Annual Report

The 2024 Annual Report provides a summary of WAVE's work over the past year, including:

- Goals and Accomplishments - key results and progress
- Meeting Summary - key topics and motions addressed during meetings
- Reports and Communications to Council - formal submissions and recommendations

2024-2025 Resource Information

The 2024-2025 Resource Information outlines the fiscal and human resources used in 2024 and projects the resource requirements for 2025.

2025 Work Plan

The 2025 Work Plan provides goals for 2025, which align with WAVE's mandate and Council's strategic objectives. It includes:

- 2025 Goals and Action Items - key focus areas and steps required to achieve each goal
- Expected Outcomes - anticipated impacts and benefits of the planned work

5.10

ROUTING - City Council - Non Regular | DELEGATION - E. Keizer, J. Meneen, Co-Chairs, Women's Advisory Voice of Edmonton |

S. Gellatly

March 10, 2025 - Office of the City Clerk OCC02864

WOMEN'S ADVISORY VOICE OF EDMONTON COMMITTEE - 2024 ANNUAL REPORT AND 2025 WORK PLAN

- Collaborating Partners/Stakeholder - other groups and stakeholders involved in achieving the goals

Sub-Committee Request

WAVE is seeking Council's approval to establish one sub-committee to support its 2025 goals. The sub-committee will focus on Policy, tasked with drafting briefing notes, letters, and conducting research. WAVE has indicated that transferring this workload to the sub-committee will allow main Committee meetings to prioritize delegation, actions, and discussions.

Further details are provided in the 2025 Work Plan (Attachment 3).

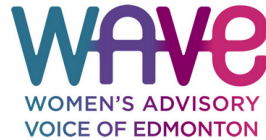
The Social Development branch, which provides administrative support to WAVE, supports the request to establish the one sub-committee.

ATTACHMENTS

1. Women's Advisory Voice of Edmonton Committee - 2024 Annual Report
2. Women's Advisory Voice of Edmonton Committee - 2024-2025 Resource Information
3. Women's Advisory Voice of Edmonton Committee - 2025 Work Plan

Women's Advisory Voice of Edmonton Committee - 2024 Annual Report

Message from the Co-Chairs



Aatittu/Tansi (Hello),

It is with great delight that we present all the fantastic work that WAVE has done over the course of 2024. There were many trials and tribulations, but with effective teamwork and communication we were able to create solutions and further our mission towards equity for women and gender-diverse people of all backgrounds. It has been an honour to continue to work with City Council over the past year, and we look forward to continuing to collaborate to further gender equity in Edmonton.

WAVE's mission continues to build on previous work to further gender equity in what is now known as Edmonton. At the core of our work, we focus on helping to create a city where all women and gender-diverse people are welcome and empowered to fully engage in civic life. We do this by uplifted the voices of marginalized communities to advocate for a fairer, more equitable city for all people regardless of background and life situation. Specifically, we focus on policies, projects, and bylaws presented by the City and apply a gender-equity lens to ensure no one is forgotten or left behind.

Over the past year, WAVE has taken on many community engagement projects, which has furthered our mission and enabled us to effectively advise City Council on a variety of policies, projects, and initiatives such as the Public Safety Bylaw and the development of the new LRT line. We have also had the privilege of working with local nonprofit organizations and supporting the development of new initiatives such as AskHer with their expansion from Calgary into Edmonton, and 4Her, a new rideshare service by and for women. This encapsulates only a few of the amazing organizations we had the pleasure of engaging with.

Though we have encountered challenges, we continue to persevere. Despite some difficulties with the administrative reorganization and the fall budget adjustment, we were able to pivot and remain flexible in the face of adversity. Though there have been

additional pressures placed on our volunteers, through teamwork we continue to get the work done.

As Co-chairs of WAVE, we are committed to ensuring our work continues to reflect ReconciliAction, leadership, and growth both in our work and personal lives. It is with humility and gratitude that we represent not only our communities but also the committee as a whole. We look forward to continuing the good work of WAVE, and further advising City Council.

Sincerely,

Echo (They/He) and Jaycee (She/They), Co-chairs of WAVE

Purpose of the Annual Report

This annual report has been developed to meet the requirements of Bylaw 18156 - Council Committees Bylaw, which sets out the annual reporting requirements for Council Committees. Under Bylaw 18156, all Council Committees will:

- Report to Council at least annually.
- Approve a work plan that aligns with Council's strategic objectives and the Council Committee's mandate, including a reporting of what resources were provided in the previous year and the anticipated resource requirements for the upcoming year.
- During its annual report to Council, present the work plan as well as a summary of the status of the previous year's work plan

Mandate of Women's Advisory Voice of Edmonton Committee (WAVE)

The mandate of WAVE is to:

- (a) provide recommendations to Council about women's gender based issues and opportunities in relation to Council policies, priorities and decisions;
- (b) promote leadership development to empower Edmonton women to fully participate in civic life; and
- (c) research and provide information and resources about women's gender based issues and opportunities to Edmontonians.

Report on 2024 Work Plan Goals and Accomplishments

- Supported community initiatives such as Vehicle for Hire, 4Her engagement, AskHer, Girl Pantry in line with Goal 2 of our mandate
- Supported beginning work on the creation of a 2SLGBTQIA+ committee, thus furthering the empowerment of equity-seeking communities in Edmonton
- Completion of Equity in Motion speaker series, fulfilling Goal 3 of our mandate
- Involvement in Community Safety and Wellbeing Strategy, Edmonton’s rezoning initiative, Transit Safety Initiative, Public Spaces Bylaw
- Approved further community engagement projects including Equity in Motion: The Podcast, Financial Fridays, Indigenous Learning Series, and the Active Citizen Series to boost social media engagement in line with Goal 3 of our mandate
- Furthered our work on ReconciliAction by dedicating time to Indigenous learning moments every committee to augment our land acknowledgements; commitment to furthering the conversation on ReconciliAction and the Land Back movement through consistent collaboration with organizations such as Bent Arrow
- Actively engaged with other Edmonton advisory committees such as Edmonton Youth Council, Accessibility Advisory Committee, Edmonton Police Commission, and Energy Transition Climate Resilience Committee
- Worked with the Indigenous Relations Office, ensuring Indigenous peoples are provided opportunities to share their voice and apply to WAVE during our recruitment cycle
- Key topics include the ongoing discussion of including gender-diverse people formally in the WAVE mandate, the Strategic Plan and Workplan, continued engagement with the 2SLGBTQIA+ Action Plan, ratification of the Co-Chair model in the WAVE bylaw following a successful year-long pilot, continued conversations on the WAVE budget and social media support

High-level Overview:

Strategic Goals	
Goal 1	Advocate to Edmonton City Council on critical issues affecting women and gender-diverse people.
Key Results	<ul style="list-style-type: none"> • Developed a formal Policy Subcommittee dedicated to researching and providing feedback on relevant policies and city

Attachment 1

	<p>council initiatives</p> <ul style="list-style-type: none"> • Engaged regularly with WAVE council advisors on relevant bylaw and policy announcements, keeping up to date on all pertinent topics as they come up • Sent letters to city council to demonstrate our position on relevant issues in bylaw and policy announcements • Gathered community support to advocate for the creation of a 2SLGBTQIA+ Action Plan, sent a letter in addition to going out into community, spoke at the City Council meeting during their discussions of this topic • Created a briefing template to draft correspondences with greater efficiency
Summary of Progress	<ul style="list-style-type: none"> • Successfully rallied for the creation of a 2SLGBTQIA+ Action Plan, fulfilling Goal 1 of our mandate • Finished Equity in Motion strongly with excellent community turnout, fulfilling Goal 3 of our mandate • Completed engagement with the Vehicle for Hire team, enabling proper training to be mandated for drivers and fulfilling Goal 2 of our mandate • Increased overall community engagement through the expansion of our social media following across all platforms (Instagram, Facebook, Twitter, LinkedIn), allowing for more efficient methods of communication with Edmontonians

Goal 2	Improve quality of life for women and gender-diverse people in Amiskwaciwâskahikan.
Key Results	<ul style="list-style-type: none"> • Consistent engagement with the Community Safety and Wellbeing Strategy (CSWBS) team, ensuring gender inclusivity • Public Spaces Bylaw engagement, ensuring a GBA+ and gender-equitable approach is taken • Vehicle for Hire training put into effect • Transit Safety Initiative engagement, ensuring diverse voices are heard and considered • Increased social media following on Instagram, LinkedIn, Twitter,

Attachment 1

	Facebook, allowing for wider community engagement streams, beginning the development of creating a Contact Us form on the WAVE website to encourage further community engagement
Summary of Progress	<ul style="list-style-type: none"> • Diligent engagement with the CSWBS team ensured a GBA+ lens was taken in all aspects of the initiative; input resulted in missing aspects of the project being identified and adjusted accordingly • Required training enacted to decrease incidents of discrimination or negative rider experience based on gender, religion, ability, sexuality • Engagement with the Transit Safety Initiative resulted in perspective taken into account that were not previously considered • Increased social media following has allowed for greater community engagement, a key tenant of our work

Goal 3	Empower women and gender diverse people to get involved in different ways with Municipal government.
Key Results	<ul style="list-style-type: none"> • Completion of the Equity in Motion speaker series • Approval of several WAVE projects including Equity in Motion: The Podcast, Financial Fridays, Indigenous Learning Series, and the Active Citizen Series • Engaged with 4Her, AskHer, Girl Pantry, Accessibility Advisory Committee, Edmonton Youth Council, Energy Transition Climate Resilience Committee, YEG Built for Life, [OTHER ORGS] • Identified unequal division of labour between chairs/vice-chairs, completed the Co-Chair pilot and ratified in WAVE bylaw • Advocated for increased focus on reducing burnout among women volunteers and City Councillors, emphasizing additional pressures such as childcare often being placed on women
Summary of Progress	<ul style="list-style-type: none"> • Increased social media engagement following the Equity in Motion speaker series, furthering our community engagement and empowerment strategy • Work started on the creation of more online content to further empower women and gender-diverse people • Magnification of existing organizations resulted in excellent turnout and engagement with their programs, furthering their mission and

Attachment 1

	<p>the mandate of WAVE</p> <ul style="list-style-type: none"> • Vast reduction in chair burnout following the implementation of the Co-Chair model, demonstrating the success of this leadership model; no Co-Chair needed to take a leave of absence contrary to the prior trend of Chairs/Vice-Chairs taking a leave • Continued advocacy to reduce burnout among women volunteers and councillors
--	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

In addition, the following was also completed by WAVE:

- Took on website management
- Took on social media management in a reduced capacity after the loss of the Parados contract
- Met with Edmonton Youth Council, Accessibility Advisory Committee, and Energy Transition Climate Resilience Committee to speak with the mayor about the fall budget adjustment
- Attended City Hall School events on multiple occasions
- Attended J.Percy Page High School to teach the leadership class about WAVE

2024 Meeting Summary – Key Topics and Motions Meeting Summary

Meeting	Summary - Key Topics and Motions
February	No key motions held, Strategic Plan Framework and Work Plan discussion (Shereen Zink, CoE), ongoing WAVE mandate discussion to include gender-diverse people, call to action and reconciliation weaved into WAVE’s work
March	Approved Strategic Plan 2024-2026 and Work Plan 2024-2026, 2023 Annual Report presented to Council, ongoing social media content list created, subcommittee discussion and shift in how the work is done, WAVE members spoke at the Safe and Inclusive Public Spaces Council meeting, ongoing WAVE mandate discussion to include gender-diverse people
April	No key motions held, 2SLGBTQIA+ work funded by Council contingency fund, presentation from Nada Djokic (Vehicle for Hire program lead) and commitment to quarterly updates, approval of new WAVE recruits by Council,

Attachment 1

	City Hall School presentation (Holyrood School), Capital Projects Planning LRT infrastructure discussion, Mass Transit discussion, ongoing WAVE mandate discussion to include gender-diverse people
May	No key motions held, presentation at J.Percy Page High School, Ripple Effect Mentorship for new recruits, governance review of WAVE bylaw by OCC, reviewed strategic plan and workplan, Priority Growth Area Rezoning Project
June	No key motions held, LRT Station Gates presentation (ETS), mandate and permanency review survey (internal), Social Development Reorganization discussion, social media monthly themes
September	Approved Active Citizen Series Project with adjustments to timelines and changes to accommodate capacity, approved Equity in Motion: The Podcast project, CSWB discussion, discussion on co-chair model pilot, Violence Prevention Action Plan discussion, project presentations
October	Co-chair model approved to amend into bylaw, Financial Literacy Project Approved (Goal 2), concerns regarding the Fall Budget Adjustment, Girl Pantry presentation, preparation for co-chair elections in November, Financial Literacy project proposal approved (Goal 2)
November	Creation of ad hoc working group for knowledge transfer between WAVE and Parados, nomination and voting in new co-chairs, Edmonton Police Commission presentation (Shazia Amiri), meeting with the mayor regarding the Fall Budget Adjustment, C.Wright stepping down as WAVE council advisor, Violence Prevention Action Plan Open House at MacEwan, Parados contract not being renewed, active projects deferred following social media uncertainty, new Policy Subcommittee co-chairs elected
December	No key motions held, WAVE social media discussion in private pursuant to Section 16 of FOIP, update on meeting with mayor regarding budget adjustment, Public Spaces bylaw request to connect, Community Safety and Wellbeing Strategy request to connect, new admin support beginning, Affordable Housing Investment Policy, active projects continuing work

Membership and Appointment Information

Women's Advisory Voice of Edmonton Committee (WAVE) 2024-25 Current Membership List			
Name	Appointed	Term Ends	Max Term
Sara Awatta	May 1, 2024	Apr 30, 2026	2032
Alison Bailie	July 4, 2022	Apr 30, 2026	2030
Rhiannon Duval	July 4, 2022	Apr 30, 2026	2030
Erika Eamer	May 1, 2024	Apr 30, 2026	2032
Saniya Ghalehdar	May 1, 2024	Apr 30, 2026	2032
Tiwalade (Tiwa) Ighomuaye	July 4, 2022	Apr 30, 2026	2030
Stella Igweamaka	May 1, 2024	Apr 30, 2026	2032
Laurence Jayawardane	May 1, 2024	Apr 30, 2026	2032
Areezah Jiwa (Co-Chair) (Nov 2024)	May 1, 2024	Apr 30, 2026	2032
Echo Keizer (Co-Chair) (current)	May 1, 2022	Apr 30, 2026	2030
Cherie Klassen	May 1, 2024	Apr 30, 2026	2032
Trena MacGillivray	Jun 25, 2024	Apr 30, 2026	2032
Del Marlow	May 1, 2022	Apr 30, 2026	2030
Jaycee Meneen (Co-Chair) (current)	May 1, 2023	Apr 30, 2025	2031
Olubusola (Olu) Onasile	May 1, 2022	Apr 30, 2026	2030
Nicole Rodriguez	May 1, 2024	Apr 30, 2026	2032

Jess Smith	May 1, 2024	Apr 30, 2026	2032
Julianne Threlfall - Co-Chair (Nov 2024)	May 1, 2019	Apr 30, 2025	2027
Jasmine Virk	May 1, 2024	Apr 30, 2026	2032
Candace Yung	May 1, 2024	Apr 30, 2026	2032

Reports and Communications

Reports by WAVE to Council:

1. Membership Report 2024, March 5, 2024, agenda item 5.7, OCC02280
2. Annual Report 2023, March 5, 2024, agenda item 5.7, OC02280

Correspondence submitted to Council:

1. Public Spaces Bylaw briefing, February 2024
2. Letter on behalf of the Queer community, March 2024
3. Briefing on the Safe and Inclusive Public Spaces Report, March 2024
4. Letter to CPSC on the Corporate Homelessness Plan, June 2024
5. Letter to Council to amend WAVE’s bylaw to include co-chair leadership model, November 2024
6. Letter Concerning the Fall Budget Adjustment, November 2024

WAVE requests to a Standing Committee of Council:

1. Establishment of the Policy Subcommittee, March 5, 2024, agenda item 5.7

Concluding Remarks

We as the Co-Chairs of WAVE would like to thank City Council for your continued engagement and support of our work. It is because of continued collaboration, engagement, and commitment to equity and diversity that Edmonton can continue to grow and be representative of all those who live in this great city. We are honoured to continue this work and catalyze further steps towards gender-parity, rich diversity, and equity for all.

Strides have been made to further gender-equity in Edmonton. With the work being done with the Community Safety and Wellbeing Strategy, the 2SLGBTQIA+ Action Plan, and



Attachment 1

engagement on a variety of projects, there is continued hope that one day true equity for all will be reached.

There is still so much work that needs to be done. With the rise of hate towards marginalized groups seen nationally and locally in Edmonton, the importance of this continued effort and commitment to equity cannot be understated. WAVE is committed to continuing to represent and empower all women and gender-diverse people from all equity-seeking backgrounds. We reaffirm our commitment to ReconciliAction, and continue to call for the removal of systemic barriers so all Edmontonians can engage in civic life freely and fulfillingly.

Nakkumek/ Kinanâskomitin (Thank you).

Women's Advisory Voice of Edmonton Committee - 2024-2025 Resource Information

Administration's support to the Women's Advisory Voice of Edmonton Committee is funded from the Social Development Branch operating budget.

Resources	2024 Projected	2024 Actual	Comments
Expenditures			
Honorarium	\$17,000	\$14,300	
Transportation	\$0	\$148	Shifting towards more in-person meetings and will also be reflected in the 2025 budget.
Hosting	\$10,000	\$3,681	Budgeted for in-person meetings, however many meetings were held virtually in 2024.
General Contract Work	\$0	\$775	Social media costs.
General Service Costs	\$8,355	\$1,752	
Volunteer/Board/ Partners Recognition	\$1,000	\$875	
Local Training	\$0	\$0	
Parking	\$0	\$1,887	Shifting towards more in-person meetings and will also be reflected in the 2025 budget.
Employee Recognition	\$0	\$5	
Direct Material	\$100	\$1,756	Print material for Equity in Motion event.
Management Consulting Services	\$0	\$3,550	Strategic planning and facilitation sessions.
Communications Consulting Services	\$0	\$74,500	This cost reflects the social media contract with Parados for WAVE and the Accessibility Advisory Committee (AAC), which was moved from the Social Development Branch budget to the appropriate Advisory Board budgets.
General Professional Services	\$5,000	\$0	

Attachment 2

Advertising	\$0	\$302	Ticket platform for events (Eventbrite and Canva).
Publicity	\$0	\$2,002	Resource materials for community events.
External Space Rent	\$0	\$333	Space rental for the Indigenous Allyship Event.
Total	\$41,455	\$105,866	
Refund			
Admissions Rev-Tax	\$0	\$-109	Eventbrite fee for income/revenue generated through their ticketing platform.
Total	\$41,455	\$105,757	

2025 Budget

For 2025, Administration will have a dedicated team to provide ongoing support to WAVE to effectively manage their budgets and fulfill their mandate. Expenditure lines have been realigned to simplify financial tracking and reporting with clear categories for expenses. Several outdated or redundant expenditure categories have been merged for clarity and efficiency. The 2025 projections are as follows:

Resources	2025 Projected
Expenditures	
Honorarium	\$20,500
Transportation	\$1,000
Hosting¹	\$8,000
General Contract Work²	\$10,000
General Service Costs	\$5,000
Volunteer/Board/Partners Recognition	\$500
Local Training	\$1,000
Parking	\$1,000
Employee Recognition	\$100
Direct Material	\$1,000
Total	\$ 48,100

¹Hosting includes External Space Rental

²General Contract Work amalgamated these 2024 expenditures: General Professional Services, Management Consulting Services, Communications Consulting Services, Advertising, Publicity

Human Resource Requirements

Human Resources	2024 Actual	2025 Projected
Number of FTE(s) supporting the Committee: .75 (.5 Facilitator, .25 Coordinator)	Monthly Hours of Work Low Estimate: 160 High Estimate: 180	Monthly Hours of Work Low Estimate: 68 High Estimate: 100
Total FTE(s): .75	Total Average Hours: 170	Total Average Hours: 84

Women's Advisory Voice of Edmonton Committee - 2025 Work Plan

The following work plan is based on the previous work done when developing the Strategic Plan, which is in place from 2024-2026. The goals and action items outlined in the 2024 Work Plan are ongoing and evolve with time as the priorities of City Council shift. The broad strokes of the plan remain unchanged as continued efforts go towards enacting the currently standing goals and action items.

Mandate of Women's Advisory Voice of Edmonton Committee (WAVE)

The mandate of WAVE is to:

- (a) provide recommendations to Council about women's gender based issues and opportunities in relation to Council policies, priorities and decisions;
- (b) promote leadership development to empower Edmonton women to fully participate in civic life; and
- (c) research and provide information and resources about women's gender-based issues and opportunities to Edmontonians.

WAVE Goals for 2025

Goal 1: Advocate to Edmonton City Council on critical issues affecting women and gender diverse people.

1. Goal 2: Improve quality of life for women and gender-diverse people in Amiskwaciwâskahikan.
2. Goal 3: Empower women and gender diverse people to get involved in different ways with Municipal government.

Work Plan

Goals	Timeline	Action Items	Expected Outcomes	Partners/ Stakeholders
<p>Goal 1: Advocate to Edmonton City Council on critical issues affecting women and gender diverse people.</p>	<p>Start Date: February 2024</p> <p>Completion Date: Spring 2026</p>	<p>Action item 1: Develop a formal process and framework for WAVE committee members to effectively learn about, advise, and follow up on policy and bylaws relevant to WAVE's mandate.</p> <p>Action item 2: Monitor and understand the issues and solutions for women and gender diverse people related to bylaw/policy announcements from Council, with a focus on Council's Strategic Priorities.</p> <p>Action item 3: Review and advise on bylaws and policies being</p>	<p>Framework and Process developed to streamline process</p> <p>Subject Matter Expert network developed and consulted as needed</p> <p>Briefs submitted to Council on areas of concern</p> <p>Engage with Council on critical issues related to the WAVE mandate</p>	<p>Council Advisors and City of Edmonton Administration</p> <p>Community groups and subject matter experts will be consulted to understand the issues and solutions pertinent to women and gender diverse individuals to inform WAVE's advocacy to Council</p> <p>The Policy Subcommittee will connect with subject matter experts and community groups to gather research and input regarding issues related to WAVE's mandate, with a primary focus on</p>

		contemplated by council that are relevant to the committee’s mandate and Council’s Strategic Priorities.		bylaws/policies relevant to Council’s Strategic Priorities. The work of this subcommittee will fulfill sections A and C of the WAVE mandate
Goal 2: Improve quality of life for women and gender diverse people in Amiskwaciwâskahikan.	<p>Start Date: January 2024</p> <p>Completion Date: Spring 2026</p>	<p>Action item 1: Review and learn about the Community Safety and Wellbeing Strategy and identify areas for WAVE to be involved in.</p> <p>Action item 2: Identify and distribute resources to empower and educate women and gender diverse people in areas such as financial literacy, wage gap, transit safety, housing, poverty.</p> <p>Action item 3: Develop a feedback mechanism as a pilot</p>	<p>Relevant City of Edmonton branches are informed and engaged on WAVE’s areas of interest</p> <p>WAVE’s impact is measured through a tracking framework</p> <p>Resource sharing is implemented into the social media strategy, as well as encouraging feedback from community</p> <p>An input section will be added to the website to allow for direct communication from community on key</p>	<p>City Administration support will be required for website updates and resource access (admin liaisons)</p> <p>Community groups and subject matter experts will be consulted, along with collaboration with other advisory committees on shared concerns and goals</p> <p>City of Edmonton branches, City of Edmonton planning and City planners</p>

		to allow community members to identify and inform WAVE on critical issues.	issues Implementation of the Financial Fridays project and the Indigenous Learning Series on social media and the WAVE website	
Goal 3: Empower women and gender diverse people to get involved in different ways with Municipal government.	<p>Start Date: February 2024</p> <p>Completion Date: Spring 2026</p>	<p>Action item 1: Help women and gender diverse people learn about how to engage with council on critical issues.</p> <p>Action item 2: Identify and support groups that help promote gender diversity on council / civic engagement.</p> <p>Action item 3: Identify areas to reduce burnout with women and gender diverse people on WAVE, City Council and leadership positions.</p>	<p>Help women and gender-diverse people learn about how to engage with council on critical issues</p> <p>Identify and support groups that help promote gender diversity on council / civic engagement</p> <p>Identify areas to reduce burnout with women and gender-diverse people on Council and on WAVE</p> <p>Identify and advocate for the removal of</p>	<p>Access to Councillors (present and past) for anti-burnout framework</p> <p>Community groups and nonprofit organizations</p> <p>City Administration / Office of the City Clerk for accessibility audit and improvements</p> <p>City Administration for website support and project/series posting on social media channels</p> <p>City Hall</p>

		<p>Action item 4: Identify and advocate for the removal of barriers to civic engagement that could disproportionately affect women and gender diverse people.</p>	<p>barriers to civic engagement that could disproportionately affect women and gender-diverse people</p> <p>Equity in Motion: The Podcast will act as a continuation of the original Equity in Motion speaker series. The podcast format will make the project more accessible and allow for wider reach. This project continues the work of the original speaker series by educating and empowering women and gender-diverse people to get involved in municipal governance through various areas of impact.</p> <p>The Active Citizenship social media and</p>	<p>administration for continued involvement with City Hall School</p>
--	--	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------

			<p>website project will further act as an education and empowerment tool</p> <p>Continue involvement with City Hall School</p>	
--	--	--	--------------------------------------------------------------------------------------------------------------------------------	--

Sub-Committees for Council's Consideration

Name of the Sub-Committee	Rationale	Composition of the Sub-Committee
<p>Policy Sub-committee</p>	<ul style="list-style-type: none"> • In line with Goal 1, this sub-committee will continue to be tasked with drafting briefing notes, letters, and conducting additional research, all to be deliberated during main committee meetings. While the committee-as-a-whole will contribute to thought leadership, the actual drafting, editing, and gathering of information will be undertaken within the sub-committee. • Motions pertinent to this endeavor will be proposed by the committee-as-a-whole during their regular meetings for the sub-committee to address. • Transferring this workload to the sub-committee will allow main monthly meetings to prioritize delegation, actions, and discussions. Given the time-intensive nature of drafting and compiling, involving the entire committee is unnecessary. 	<ul style="list-style-type: none"> • The subcommittee will include WAVE members • Guests, such as City of Edmonton staff, may attend by invitation if they are subject matter experts for information only

	<p>Moreover, swift action is often required in submitting letters to Edmonton City Council, and a dedicated sub-committee can ensure accountability and proactive engagement among its members, facilitating timely research and initial drafts.</p> <ul style="list-style-type: none">• Administrative support to run the sub-committee will be required with respect to attending the monthly meetings, live streaming, and sub-committee agendas and meeting minutes.• A Co-Chair model will be maintained for the sub-committee to ensure accountability in the work and reduce burnout.	
--	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

WAVE Annual Report for 2024

Echo Keizer and Jaycee Meneen



WAVE's Mandate and Strategic Goals

Mandate:

- a) Provide recommendations to Council about women's gender based issues and opportunities in relation to Council policies, priorities and decisions;
- b) promote leadership development to empower Edmonton women to fully participate in civic life;
- c) and research and provide information and resources about women's gender based issues and opportunities to Edmontonians.

Strategic Goals:

1. Advocate to Edmonton City Council on critical issues affecting women and gender diverse people.
2. Improve quality of life for women and gender diverse people in Amiskwaciwâskahikan.
3. Empower women and gender diverse people to get involved in different ways with Municipal government.



Overview

Goal 1:

- Developed a formal Policy Subcommittee dedicated to researching and providing feedback on relevant policies and city council initiatives
- Engaged regularly with WAVE council advisors on relevant bylaw and policy announcements, keeping up to date on all pertinent topics as they come up
- Sent letters to city council to demonstrate our position on relevant issues in bylaw and policy announcements
- Gathered community support to advocate for the creation of a 2SLGBTQIA+ Action Plan, sent a letter in addition to going out into community, spoke at the City Council meeting during their discussions of this topic
- Created a briefing template to draft correspondences with greater efficiency

Overview Cont.

Goal 2:

- Consistent engagement with the Community Safety and Wellbeing Strategy (CSWBS) team, ensuring gender inclusivity
- Public Spaces Bylaw engagement, ensuring a GBA+ and gender-equitable approach is taken
- Vehicle for Hire training put into effect
- Transit Safety Initiative engagement, ensuring diverse voices are heard and considered
- Increased social media following on Instagram, LinkedIn, Twitter, Facebook, allowing for wider community engagement streams, beginning the development of creating a Contact Us form on the WAVE website to encourage further community engagement

Overview Cont.

Goal 3:

- Completion of the Equity in Motion speaker series
- Approval of several WAVE projects including Equity in Motion: The Podcast, Financial Fridays, Indigenous Learning Series, and the Active Citizen Series
- Engaged with 4Her, AskHer, Girl Pantry, Accessibility Advisory Committee, Edmonton Youth Council, Energy Transition Climate Resilience Committee, YEG Built for Life
- Identified unequal division of labour between chairs/vice-chairs, completed the Co-Chair pilot and ratified in WAVE bylaw
- Advocated for increased focus on reducing burnout among women volunteers and City Councillors, emphasizing additional pressures such as childcare often being placed on women



In Addition:

- Took on website management
- Took on social media management
- Met with Edmonton Youth Council, Accessibility Advisory Committee, and Energy Transition Climate Resilience Committee to speak with the mayor about the fall budget adjustment
- Attended City Hall School events on multiple occasions
- Attended J.Percy Page High School to teach the leadership class about WAVE



Key Topics and Motions

Feb: No key motions held, Strategic Plan Framework and Work Plan discussion (Shereen Zink, CoE), ongoing WAVE mandate discussion to include gender-diverse people, call to action and reconciliation weaved into WAVE's work

Mar: Approved Strategic Plan 2024-2026 and Work Plan 2024-2026, 2023 Annual Report presented to Council, ongoing social media content list created, subcommittee discussion and shift in how the work is done, WAVE members spoke at the Safe and Inclusive Public Spaces Council meeting, ongoing WAVE mandate discussion to include gender-diverse people

Apr: No key motions held, 2SLGBTQIA+ work funded by Council contingency fund, presentation from Nada Djokic (Vehicle for Hire program lead) and commitment to quarterly updates, approval of new WAVE recruits by Council, City Hall School presentation (Holyrood School), Capital Projects Planning LRT infrastructure discussion, Mass Transit discussion, ongoing WAVE mandate discussion to include gender-diverse people

Key Topics and Motions Cont.

May: No key motions held, presentation at J.Percy Page High School, Ripple Effect Mentorship for new recruits, governance review of WAVE bylaw by OCC, reviewed strategic plan and workplan, Priority Growth Area Rezoning Project

Jun: No key motions held, LRT Station Gates presentation (ETS), mandate and permanency review survey (internal), Social Development Reorganization discussion, social media monthly themes

Sep: Approved Active Citizen Series Project with adjustments to timelines and changes to accommodate capacity, approved Equity in Motion: The Podcast project, CSWB discussion, discussion on co-chair model pilot, Violence Prevention Action Plan discussion, project presentations

Key Topics and Motions Cont.

Oct: Co-chair model approved to amend into bylaw, Financial Literacy Project Approved (Goal 2), concerns regarding the Fall Budget Adjustment, Girl Pantry presentation, preparation for co-chair elections in November, Financial Literacy project proposal approved (Goal 2)

Nov: Creation of ad hoc working group for knowledge transfer between WAVE and Parados, nomination and voting in new co-chairs, Edmonton Police Commission presentation, meeting with the mayor regarding the Fall Budget Adjustment, C.Wright stepping down as WAVE council advisor, Violence Prevention Action Plan Open House at MacEwan, Parados contract not being renewed, active projects deferred following social media uncertainty, new Policy Subcommittee co-chairs elected

Dec: No key motions held, WAVE social media discussion in private pursuant to Section 16 of FOIP, update on meeting with mayor regarding budget adjustment, Public Spaces bylaw request to connect, Community Safety and Wellbeing Strategy request to connect, new admin support beginning, Affordable Housing Investment Policy, active projects continuing work

Communications to Council

Reports:

1. Membership Report 2024, March 5, 2024, agenda item 5.7, OCC02280
2. Annual Report 2023, March 5, 2024, agenda item 5.7, OC02280

Requests:

1. Establishment of the Policy Subcommittee, March 5, 2024 section 5.7

Correspondences:

1. Public Spaces Bylaw briefing, February 2024
2. [Letter on behalf of the Queer community](#), March 2024
3. [Briefing on the Safe and Inclusive Public Spaces Report](#), March 2024
4. Letter to CPSC on the Corporate Homelessness Plan, June 2024
5. Letter to Council to amend WAVE's bylaw to include co-chair leadership model, November 2024
6. Letter Concerning the Fall Budget Adjustment, November 2024

Membership

Sara Awatta
Alison Bailie
Rhiannon Duval
Erika Eamer
Santana Febrey - **Resigned June 10, 2024**
Saniya Ghalehdar
Tiwalade (Tiwa) Ighomuaye
Stella Igweamaka
Laurence Jayawardane
Areezah Jiwa (**Co-Chair**) (**Nov 2024**)
Echo Keizer (**Co-Chair**) (**current**)
Cherie Klassen
Trena MacGillivray
Del Marlow

Jaycee Meneen (**Co-Chair**) (**current**)
Olubusola (Olu) Onasile
Nicole Rodriguez
Jess Smith
Julianne Threlfall - **Co-Chair (Nov 2024)**
Jasmine Virk
Candace Yung

Work Plan for 2025



Goal 1: Advocate to Edmonton City Council on critical issues affecting women and gender diverse people

Action item 1: Develop a formal process and framework for WAVE committee members to effectively learn about, advise, and follow up on policy and bylaws relevant to WAVE's mandate.

Action item 2: Monitor and understand the issues and solutions for women and gender diverse people related to bylaw/policy announcements from Council, with a focus on Council's Strategic Priorities.

Action item 3: Review and advise on bylaws and policies being contemplated by council that are relevant to the committee's mandate and Council's Strategic Priorities.

Goal 2: Improve quality of life for women and gender diverse people in Amiskwaciwâskahikan

Action item 1: Review and learn about the Community Safety and Wellbeing Strategy and identify areas for WAVE to be involved in.

Action item 2: Identify and distribute resources to empower and educate women and gender diverse people in areas such as financial literacy, wage gap, transit safety, housing, poverty.

Action item 3: Develop a feedback mechanism as a pilot to allow community members to identify and inform WAVE on critical issues.

Goal 3: Empower women and gender diverse people to get involved in different ways with Municipal government.

Action item 1: Help women and gender diverse people learn about how to engage with council on critical issues.

Action item 2: Identify and support groups that help promote gender diversity on council / civic engagement.

Action item 3: Identify areas to reduce burnout with women and gender diverse people on WAVE, City Council and leadership positions.

Action item 4: Identify and advocate for the removal of barriers to civic engagement that could disproportionately affect women and gender diverse people.



Policy Subcommittee

- Fulfills Goal 1 of the strategic plan
- Motions will be discussed with the broader committee
- Allows for prioritization of action items during main WAVE meeting
- Administrative support for scheduling, live-streaming, agenda and minutes
- Co-chair model in line with burnout reduction strategy



Thank you!





EDMONTON COMBATIVE SPORTS COMMISSION - 2024 ANNUAL REPORT AND 2025 WORK PLAN

RECOMMENDATION

That the March 10, 2025, Office of the City Clerk report OCC02865, be received for information.

Report Purpose

Information only

REPORT

In accordance with Bylaw 18156, Council Committees Bylaw, this report provides the Edmonton Combative Sports Commission (ECSC)'s annual update, including the previous year's work plan, resource allocations, and the proposed work plan for the upcoming year.

2024 Annual Report

The 2024 Annual Report provides a summary of ECSC's work over the past year, including:

- Goals and Accomplishments - key results and progress
- Meeting Summary - key topics and motions addressed during meetings
- Reports and Communications to Council - formal submissions and recommendations

2024-2025 Resource Information

The 2024-2025 Resource Information outlines the fiscal and human resources used in 2024 and projects the resource requirements for 2025.

2025 Work Plan

The 2025 Work Plan provides goals for 2025, which align with ECSC's mandate and Council's strategic objectives. It includes:

- 2025 Goals and Action Items - key focus areas and steps required to achieve each goal
- Expected Outcomes - anticipated impacts and benefits of the planned work
- Collaborating Partners/Stakeholder - other groups and stakeholders involved in achieving the goals

EDMONTON COMBATIVE SPORTS COMMISSION - 2024 ANNUAL REPORT AND 2025 WORK PLAN

ATTACHMENTS

1. Edmonton Combative Sports Commission - 2024 Annual Report
2. Edmonton Combative Sports Commission - 2024-2025 Resource Information
3. Edmonton Combative Sports Commission - 2025 Work Plan

Edmonton Combative Sports Commission - 2024 Annual Report

Message from the Chair

2024 was a significant year of activity for the Edmonton Combative Sports Commission. Hosting no combative sports events since December 2019 due to the Covid-19 Pandemic, Edmonton hosted a UFC event at Rogers Place on November 2, 2024. The event was successful, and hopefully will mark a return to combative sporting events being held in Edmonton on a more regular basis.

The Commission has continued its work on the Policy Review Project which commenced in 2018. The work on this project has led to updates to eight of the Commission's 14 policies thus far, and the Commission ideally aims to complete its work on the Policy Review Project by the end of 2025.

The Commission sent three delegates to attend the Association of Boxing Commissions' annual conference in Louisville, Kentucky in July. At the Conference, the Association membership voted on two rule changes to the Unified Rules of Mixed Martial Arts which came into effect November 1, 2024. Coincidentally, the UFC event held in Edmonton the following day was actually the first UFC event to use the two new rules following their implementation.

On November 5, 2024 the Fatality Inquiry Report concerning the death of professional boxer Tim Hauge was publicly released. The Commission is working closely with the Executive Director and the City in its review of the recommendations outlined in the report and will work towards implementing appropriate changes with a view to improving athlete safety. The Commission extends its condolences to the family of Tim Hauge.

Lastly, the Province of Alberta has initiated discussions with the various municipal Combative Sports Commissions in Alberta with respect to exploring the possibility of establishing a Provincial Combative Sport Commission. On December 17th the Chairs and Executive Directors of each municipal Commission were invited to a meeting with the Minister of Sport and Tourism, Joseph Schow, and the Minister of Municipal Affairs, Ric McIver. The Commission has long advocated for the establishment of Provincial Commission to regulate combative sports in the Province, so the Commission intends to work collaboratively with the City and the Province in the hopes that such an initiative may be undertaken.

Attachment 1

I would like to take this opportunity to acknowledge the contributions of all Commission members who volunteer their time and expertise to support the Commission's mandate of regulating professional combative sports. I would also like to thank the City of Edmonton staff who support the Commission and the wider combative sports community.

Trevor Kelly
Chair, Edmonton Combative Sports Commission

Mandate and Role of the Commission

The Edmonton Combative Sports Commission (the "ECSC" or the "Commission") has been responsible for the regulation of professional combative sports in the City of Edmonton since 1920. The Commission is a council committee created by City of Edmonton Bylaw 15638 (the Edmonton Combative Sports Commission Bylaw). The Commission is one of three parties working together to regulate combative sports in Edmonton. The other two are City Council and City administration (through the Designated Officer position of Executive Director).

Pursuant to section 83(1) of the Criminal Code of Canada, engaging in, promoting or even attending a 'prize-fight' is a criminal offence. However, section 83(2) exempts "a boxing contest or mixed martial arts contest held in a province with the permission or under the authority of an athletic board, commission or similar body established by or under the authority of the province's legislature." Pursuant to section 5 of Bylaw 15638, the mandate of the Commission is twofold: to control and regulate Combative Sports and Events in the City by approving regulations governing matters including licensing, conduct, credentials, events, discipline, and by hearing appeals from the Executive Director's licensing and permitting decisions.

The role of the Commission in controlling and regulating Combative Sports in Edmonton is limited to matters of governance and the Commission's mandate does not include operational decisions or operational responsibilities. The Designated Officer position of Executive Director is responsible for all operational matters (section 28 of Bylaw 15638 sets out the extensive powers, duties and functions of the Executive Director).

Commission Members

The Commission includes up to seven volunteer citizen members. A member may serve a maximum of three consecutive two-year terms. The Commission will be recruiting two to three new members in 2025 as two members (Trevor Kelly and Tye Babb) are reaching the end of their third two-year term, while a third member (Kevin Malahy) who is reaching the end of his second term is not seeking a third term.

Attachment 1

However, one of the members reaching their third term, namely, Trevor Kelly, is seeking a one-year extension by City Council of his third term as the Commission wants him to remain on as Chair as no other Commission member is able to assume the role of Chair for 2025. The intention is that one of the new members appointed in 2025 will be able to assume the role of Chair in 2026, but for succession planning purposes the Commission passed a motion on October 9, 2024 endorsing the extension of Trevor Kelly's appointment by one year, to April 30, 2026. The Commission also elected Trevor Kelly on December 9, 2024 to remain Chair of the Commission for the period of January 1 to December 31, 2025.

Trevor Kelly	Chair	Appointed 05 2019
Andrew Soto	Vice Chair	Appointed 05 2023
Tye Babb	Past Chair	Appointed 05 2019
Kevin Malahy	Member	Appointed 05 2021
Nateram Seecharan	Member	Appointed 05 2022
Rashi Khullar	Member	Appointed 05 2023
Brandy Badry	Member	Appointed 05 2023

Key Priorities and Activities

Review and Updated Policies 7, 9 and 13

ECSC Policy 7 – Pro Fighter Debut Criteria: The Commission updated this Policy with a view to enhancing the safety of athletes making their professional fighting debuts. As part of this update, the provisions of Policy 7 have been incorporated into Policy 1 and incorporated its provisions into ECSC Regulation 1: Licensing of Contestants and Officials.

ECSC Policy 9 – Suspensions and Rest Periods for Combative Sports Contestants: This policy was updated with a view to harmonizing medical suspension periods. These changes align with the recommendations set out in the MNP report as well as the Fatality Inquiry Report concerning Tim Hague.

ECSC Policy 13 – Drug Testing: This policy was updated to recognize the authority of additional organizations to administer drug testing programs and their ability to impose sanctions on athletes that have committed any violations.

Edmonton Combative Sports Commission - 2024-2025 Resource Information

Administration's support to the Edmonton Combative Sports Commission is funded from the Community Standards Branch operating budget.

Revenue

Revenue	2024 Projected	2024 Actual	2025 Projected
Licence Fees ¹	\$5,000	\$3,850	\$5,000
Event Fees	\$1,000	\$1,000	\$1,000
Ticket Sales ²	\$5,000	\$185,162	\$10,000
Interest	\$100	\$857	\$100
Miscellaneous Revenues	\$500	\$24	\$500
Total	\$11,600	\$190,893	\$16,600

¹ Revenue is subject to events. In 2024, there was only one licensed event.

² Due to the UFC event held in November, 2024 actual revenue in 2024 was \$190,893 compared to estimated \$11,600.

Expenditures

Expenditures	2024 Projected	2024 Actual	2025 Projected
Travel, training and hosting (in Canada)	\$3,000	\$2,548	\$3,000
Travel, training and hosting (outside Canada)	\$10,000	\$10,540	\$10,000
Officials Clothing and Supplies ³	\$2,000	\$3,389	\$2,000
Meetings	\$5,000	\$4,169	\$5,000
Officials Training ⁴	\$5,000	\$1,310	\$5,000
Membership and Dues ⁵	\$1,000	\$0	\$1,000
Office and Sundry*	\$2,000	\$0	\$2,000
Honoraria for non members*	\$1,000	\$0	\$1,000
Bank Charges*	\$500	\$0	\$500
Miscellaneous (General Service ⁶ Costs, Consultants)	\$10,000	\$5,055	\$10,000
Total	\$39,500	\$27,011	\$39,500

³ Newly purchased uniform shirts for officials cost more than budgeted.

⁴ One inspector training course conducted in 2024, there were no requests from officials for training reimbursement.

⁵ There were no membership fees in 2024.

⁶ Purchases in 2024 were limited to mostly equipment and supplies for one event which resulted in low utilization of the allocated budget.

*Despite annual budgetary allocations, ECSC has not incurred any expenses for office and sundry items, non-member honorariums, or bank charges in the last few years.

Human Resource Requirements

Human Resources	2024 Actual	2025 Projected
Number of FTE(s) supporting the Committee: Executive Direction (0.333 FTE) Admin Assistant (0.1 FTE)	Monthly Hours of Work Low Estimate: 69.3 High Estimate: 69.3	Monthly Hours of Work Low Estimate: 69.3 High Estimate: 69.3
Total FTE(s): 0.433	Total Average Hours: 69.3	Total Average Hours: 69.3

Notes:

- The goal is to balance expected revenues with expected expenses. If there is a need to spend more than we have budgeted, then this can be done by way of a supplementary allotment of funds from the ECSC surplus during the year.
- ECSC does not request, nor does it receive, any tax levy funding from the City.
- The revenue projections may still be a bit optimistic. Our expense projections are conservative as well and we may very well end up spending less than budgeted so a shortfall in revenues won't be troublesome. Furthermore, we do have a significant surplus from which to draw if a legitimate need arises.
- The ECSC had \$373,886 in its account as of December 31, 2024.

Edmonton Combative Sports Commission - 2025 Work Plan

The Edmonton Combative Sports Commission (ECSC) is a Council Committee composed of up to seven volunteer citizen members. This governance body operates within the jurisdiction established by City Council through the Edmonton Combative Sports Commission Bylaw 15638. The ECSC supplements the regulatory provisions in the Combative Sports Bylaw 15594 through further regulations on combative sports matters such as licensing, conduct, qualifications and contests. The ECSC also serves as an appeal body for decisions made by the Executive Director regarding licensing and permitting.

ITEM	DESCRIPTION	OUTPUT AND STATUS	KEY ACTION ITEMS	TARGET Quarter/Year
Annual Budget	Develop an annual budget and identify priorities requiring funding.		Review at Workplan Retreat	ANNUAL Q1 - 2025 COMPLETED
Annual Report and Presentation	Prepare ECSC annual report for presentation to the Community and Public Services Committee.	The Commission provides an update on the annual work plan to report on its priorities and annual accomplishments. This report is delivered by the Chair and Vice		ANNUAL - Q1

Attachment 3

		Chair.		
New Member Recruitment and Orientation	City Council appoints new Commissioners as required based on the recommendations of the selection Committee. The ECSC Chair provides feedback on the Commission’s needs (e.g., desired skill sets and overall considerations for appointments) and on the potential appointees. Following the appointment of new members, the Commission provides an orientation.	Recruit and onboard new members as required	Create and implement an on-boarding plan for new commission members. Information to include Commission Charter review, Annual Work Plan and Policy Review Process and Schedule.	Q2 - 2025
Commission Capacity	Review and assess the Commission’s ability and/or resources required to achieve its mandate.	Research Commission capacity issues and develop a report for		Q2 - Q3 2025

Attachment 3

		council with recommendations on capacity improvements. Presentation of Report to Council		
Ongoing Education and Development	There are several opportunities for continued learning for Commission members including Association of Boxing Commissions (ABC) Conference, Association of Ringside Physicians Conference (ARP), City of Edmonton (COE) training events, etc.	Determine ECSC delegation at ABC Conference Determine ECSC member and official ARP delegate	Determine ECSC delegation for ABC Conference	Q2 2025 ANNUAL
Stakeholder Engagement	Seek input on the approved draft polices/regulations and identify any potential gaps prior to finalizing the new versions.	a) Complete stakeholder engagement of fighter safety policies, including reporting on outcomes to Commission members		a) COMPLETED b) ONGOING

Attachment 3

		b) Determine stakeholder engagement implementation action items		
Processes and Protocols	Develop and implement documents and tools to guide Commission governance work.	<p>a) Develop Member Roles and Responsibilities Charter (the "Charter")</p> <p>b) Implementation of Charter</p> <p>c) Complete ECSC Fighter Awards Application Process</p>	<p>a) Charter developed</p> <p>b) Co-create Commission Working Team Assignments and Agreements. Ensure understanding of Charter, Working Group Assignment, and roles.</p>	<p>a) COMPLETED</p> <p>b) Q1 2024</p> <p>ON HOLD</p>
Policy Review	The Commission has a Policy Review Working Group which leads the review of existing ECSC policies to determine if changes are required to enhance combatant safety and to ensure the	<p>a) Update Policy 5</p> <p>b) Approve proposed changes to Regulations 1, 3 and 8</p> <p>c) Create a Policy Review Schedule</p>	<p>c) Identify outstanding policies</p> <ul style="list-style-type: none"> o Prioritize policies according to mandate o Assign working groups and lead for each policy <p>d) Draft a policy review standard document for discussion with ED</p>	<p>a) COMPLETED</p> <p>b) COMPLETED</p> <p>c) COMPLETED</p>

Attachment 3

	<p>effective regulation of combative sports in the City of Edmonton.</p>	<p>d) Create an updated Policy Review Process Document in consultation with the Executive Director</p> <p>e) Implement Policy Review Schedule and Process Document for all Commission Policies in consultation with the Executive Director</p>	<p>e) Review Policies as per schedule with plan to communicate context, connection to the mandate, potential consequences and risks associated with each.</p>	<p>d) COMPLETED</p> <p>e) REVIEW AND UPDATE POLICIES: 7, 9, and 13 - COMPLETED</p> <p>POLICIES: 2, 4 and 10 Q1- Q2 2025</p> <p>POLICIES: 6, 11 and 13 Q3 - Q4 2025</p>
<p>Appeals Training</p>	<p>Ongoing appeals training for Commission members.</p>	<p>Determine long-term plan for Appeals Training, including frequency and resourcing.</p>	<p>Determine if the Appeals process training is necessary (based on need and cost)</p> <p>Determine how many members on the committee would need training to be on the Appeal Working Group.</p> <p>Determine timeline based on fight applications.</p>	<p>Q3-Q4 2025</p>

Attachment 3

<p>Appeals</p>	<p>Creating tools to strengthen appeals processes.</p>	<p>a) Appeals working group to report to the Commission recommendations on appeals process for future appeals</p> <p>b) Presentation of appeal working group report to Commission</p>		<p>Q3 2025</p> <p>Q4 2025</p>
<p>Health Education Resources</p>	<p>Develop and promote health education for athletes and professional combative sports</p>	<p>Provide health education to fighters about nutrition, weight cutting, performance enhancing drugs.</p>		<p>ON HOLD</p>
<p>Stakeholder Engagement non-policy commission collaboration</p>	<p>Collaborative engagement with city, outreach to fight community and stakeholders to better serve commission mandate</p>	<p>a) Build awareness of Commission and its mandate. Gain perspective of key stakeholders.</p> <p>b) Collaborative relationship with The City and the ED</p>	<p>a) Build stakeholder awareness of Commission and Mandate</p> <ul style="list-style-type: none"> o Plan an event o Update website <p>b) Continue regular meetings with the Executive Director Leverage expertise of</p>	<p>Q2 -Q3 2025</p> <p>ONGOING MONTHLY</p>

Attachment 3

			Executive Director to further support Commission Work Plan	
--	--	--	------------------------------------------------------------	--