

1976

**EDMONTON
SOCIAL
PLANNING
COUNCIL**

**ANNUAL
REPORT**

1976



PRESIDENT'S REPORT

Where 1975 was a year of reorganization and conceptualization, 1976 was one of consolidation and refinement.

The Board structure initiated in 1975 has proven to be sound. Participation of Board Members not only in monthly Board Meetings but also in Council projects and activities has been laudable. Many actions of the Board (for example, letters to various parties regarding the Status of Women Report, the Community Income Tax Service, preservation of heritage sites in Edmonton and the status of women in the civic civil service) have been initiated by Board Members keenly interested in these matters. A number of Board Members have become actively involved in Council projects -- such as the volunteer program, the Seminar Series and the Citizen Resource Manual -- contributing time, energy and creative ideas to these activities. Other Members have made their contributions to such essential, albeit less publicly visible, activities as Council financing and personnel operations. Such involvement in the affairs of the Council is a demonstration of citizen participation in planning, proving that volunteer involvement in planning is not only possible but also beneficial. The fruits of this participation have been several: the staff have been relieved, to some degree, of responsibility for matters not directly related to the priority activities; some Board Members have gained a more meaningful and practical appreciation for "social change" and the means to achieve it; and the Council has benefitted by having direct access to more contacts, information, ideas and energies than are available from our staff alone.

Last year, as part of the Board restructuring, several standing committees were instituted to deal with financial, personnel and long-range planning matters. As the following reports indicate, the Committees were quite active and productive over the year. The Finance Committee, headed by Sandi Draper, ably monitored expenditures and preparation of next year's budget and sought out, with modest success, new sources of funding. The Personnel Committee, under the stellar leadership of Marg Souch, completed and implemented a Personnel Policy Manual and worked closely with the Finance Committee to update the salary grid and initiate a staff benefits program. The Long Range Planning Committee, which at mid-year changed Chairmen from Ray Schachter to Gordon Chutter, struggled with such difficult planning

issues as determining what potential Council projects should be undertaken and which phased out. These three Vice-Presidents together served on the Executive Committee whose advice to me was deeply appreciated.

1975 was a year of refinement not only for Council internal operations, but also its directions to achieve its ultimate goal of social change. With last year's ratification by the membership of the two priority areas of "citizen participation" and "humane urban environment", the staff and Board proceeded to focus Council activities on projects in these priority areas. In some instances, this required weaning staff away from non-priority activities, a task not easily nor quickly accomplished. A number of new projects -- such as the Seminar Series on Citizen Planning and the Volunteer Program -- were planned and brought into being during the year. And still others, as described in the Executive Director's Report, were planned and initiated during the year. The breadth and variety inherent in these on-going and planned projects is indicative of the scope of the priorities which the Council has undertaken.

We are grateful to the funding agencies who have enabled us to get on with the job: the United Way and the City of Edmonton for their general support; and the Junior League of Edmonton for its funding of a specific project.

The outlook for 1977 promises an exciting year, particularly to see more fruits borne of past efforts: a Citizens Resource Manual for Neighbourhood Planning may be completed and published; a Community Development Corporation pilot project may be initiated; community planning for Boyle Street/McCauley may be undertaken; a citizens review of the Edmonton General Plan may be carried out; and others. Whether these activities will be accomplished in the new year will be dependent upon the availability of funds to continue the work of the Council. A major task ahead for the 1977 Board will be securing an adequate financial base from which to pursue these activities. To do so will require the support of the membership. I hope we can count on the members to provide that support, not only in principle but in action as well.

Mary Louise Marino
President

EDMONTON SOCIAL PLANNING COUNCIL

LONG RANGE PLANNING COMMITTEE REPORT

The Long Range Planning Committee met on a fairly regular basis during May, 1976, to May, 1977, year. Our meetings attempted to carry out the mandate of the Long Range Planning Committee defined (on December 3, 1975) as follows:

- "1. To look at the process by which Edmonton Social Planning Council priorities are defined.
2. To examine the long range goals and intermediate range objectives of the Edmonton Social Planning Council.
3. To define and recommend to the Board priorities of activities in light of:
 - a) current efforts;
 - b) critical problems for the immediate future;
 - c) who or what agency is already dealing with and/or responsible for the area of concern.
4. To examine implementation of the priorities in terms of the Edmonton Social Planning Council's financial and personnel capability. Co-ordination with the Finance and Personnel Committees will be essential."

In keeping with the fourth objective of our Committee we have throughout the year advised the staff regarding the suitability and feasibility of undertaking certain projects. For example, our experience with the City of Edmonton's Public Discussion Paper No. 1 (Human Service Delivery Systems) raised questions about our involvement with Discussion Paper No. 3 (Housing - Directions for the Future).

During the Fall months, our attention was also directed to the need to look at the process by which our Council's priorities were defined and how these priorities were linked to the projects undertaken. Many questions were raised which needed the consideration of all Board Members as well as the staff. It was therefore proposed that a Board-Staff Workshop be held.

On January 29 and February 16, 1977, members of the Board and Staff met to gain a better understanding of the future directions of the Edmonton Social Planning Council. Convened by the Long Range Planning Committee and led by Don Sax, the two five-hour workshops had these three objectives:

1. To explore what we, as Edmonton Social Planning Council Board Members and Staff, hold as assumptions about "social change" and about our priorities for this year (1976-77), namely, "participatory democracy" and "humane urban environment".
2. To identify and examine social problems in Edmonton and to critically evaluate the role of the Council in relation to some of these.
3. To articulate present and possible future objectives and strategies of the Council.

Outcomes of the workshops and further deliberations of the Committee were:

Firstly that the Long Range Planning Committee is now able to recommend to our membership at the Annual General Meeting two pertinent items:

1. That we re-adopt for the 1977/78 year our current priorities, "participatory democracy" and "humane urban environment", and
2. That the staff give priority to those activities which fall under the broad headings of:
 - a. Research - Education
 - b. Lobbying for Edmonton Social Planning Council Planning Policies and Clientele
 - c. Facilitating Neighbourhood Government
 - d. Local Need - Self-Help (encouraging caring networks).

Secondly, the Board and Staff now have a firmer basis on which to accept, reject or modify requests for help, tendered in the form of proposed projects.

Thirdly, the Staff, under Elwood Springman's direction, will be able to adopt a "management by objectives" format for all the projects undertaken. It should be noted that there was a high degree of concurrence between the long range plans of the Staff and those of the Board.

In summary, our Committee has divided its attention between specific projects and the process by which our Council conducts its affairs.

Gordon Chutter, Chairman
Long Range Planning Committee
EDMONTON SOCIAL PLANNING COUNCIL

Members of Long Range Planning Committee:

Peter Boothroyd
Mike Burns (staff representative)
Linda Duncan (staff representative)
Peter Grondin
Mary Lou Marino
Don Sax
Ray Schachter
Donna Snipper
Pat Stewart
Elwood Springman, Ex-officio

FINANCE COMMITTEE REPORT

The Finance Committee for 1976 set their terms of reference to:

- a) liaison with basic funding bodies;
- b) establish and present a yearly budget;
- c) keep track of the agency's financial position on a monthly basis; and
- d) search out alternative sources of funding.

In meeting these terms of reference, the Committee projected a budget for 1977, presented it to the United Way and applied for a grant of \$22,790.00 from the City of Edmonton.

Thanks to the generosity of the United Way and the City of Edmonton, the Junior League (for a project involving volunteer training), ACCESS clipping service, Alliance of Neighbourhood Groups (for a series of workshops for community groups) and a surplus from 1975, the Council was able to come out with a surplus budget of \$7212.00 for 1976.

Thanks should also go to staff who took care in their spending on printing and stationery, postage and telephone.

As the year progressed, the Finance Committee became involved in several other tasks:

- with the Personnel Committee, looking into staff benefits, particularly long-term disability insurance and a pension plan. We hope to have these complete by July, 1977.
- the reviewing of salaries with the completion of a salary grid with projections to 1979, so that committee would have some basis for budgeting wages.
- looking around for other office space thus reducing the rent line item. We hope 1977 will see us in a different location.
- the Council joining E.A.C.E.R. (Edmonton Association for Continuing Education and Recreation), an organization with access to government funding for instructional programs.

The Committee is a new one and a small one (we are looking for new members!), and still learning about the Council. We will carry on in 1977 with a little more understanding and hope to pursue our fourth term of reference - alternative fund sources.

Members of Finance Committee:
Rose French (staff representative)
Dave Howatt
Elwood Springman, Ex-officio

Respectfully submitted by
Sandi Draper
Chairman
Finance Committee
EDMONTON SOCIAL PLANNING COUNCIL

PERSONNEL COMMITTEE REPORT

I would first like to express my appreciation to the members of the Personnel Committee, the staff of the Edmonton Social Planning Council and especially to Mary Lou Marino (Chairman of the Board) and Elwood Springman (Executive Director) for their assistance and support with the work of the Committee.

The Committee met eight times throughout the year. A Sub-Committee was set up and met regularly to prepare a revised Personnel Policy Manual for the Council.

Following is a summary of the work of the Committee for 1976:

1. Salaries - The Committee received and considered recommendations from the Finance Committee and the Executive concerning the salary grid.
2. Staffing - Routine issues related to Agency staffing were dealt with by the Committee.
3. Personnel Policy Manual - The previous Personnel Policy Manual of the Council was drawn up in 1963 and was found to be inadequate due to the expansion of the agency. A sub-committee made up of the Chairman of the Committee and Ardis Beaudry met regularly over a period of eight months to prepare a draft for a new manual. With the assistance of other Committee members and input from the Director, staff and Board members, the new manual was accepted and passed by the Board at the April 7, 1976, Board Meeting.

In compliance with the new Personnel Policy Manual the following were prepared and filed:

- Job descriptions for each staff position
 - Performance Appraisals for each staff member.
4. Executive Meetings - I have attended monthly Executive meetings and found them informative and helpful in the work of the Committee.
 5. Nominating Committee - The Personnel Committee expanded by one member from the Finance Committee and one from the Long Range Planning Committee, acted as the Nominating Committee for the Annual Meeting.
 6. The Personnel Committee is presently working to gather information on:
 - a. Staff Benefits - The Personnel Committee in cooperation with the Finance Committee has been requested by the Board to prepare a report on Long Term Disability and Pension Plan costs.
 - b. Board Manual - Work has commenced on the preparation of a Board Manual designed to assist Board members in understanding and discharging their responsibilities.

Members of Personnel Committee:
Sue Arrison (staff representative)
Ardis Beaudry
Ellen Thompson
Elwood Springman, Ex-officio

Respectfully submitted by
Margaret Souch
Chairman
Personnel Committee
EDMONTON SOCIAL PLANNING COUNCIL

EXECUTIVE DIRECTOR'S REPORT

On behalf of the staff of the Edmonton Social Planning Council, I am pleased to present the following report which attempts to present, in a somewhat abbreviated format, the highlights of our activities during the past twelve months.

This past year has been a very stable year in terms of staff employment. We were fortunate to procure the services of Mike Burns in May, 1976, as an addition to our permanent staff team. Mike's responsibilities included co-ordinating our unique volunteer program as well as engaging in a number of research activities related to a number of issues with which we addressed ourselves to during the year.

A number of temporary staff positions were filled during the year and we were fortunate to have found some excellent individuals who added a new dimension to our work at the Council. It should be noted here as well the tremendous contribution that a number of post-secondary students made to the Council's work. Three students from the Social Planning Program at Grant MacEwan College, three students from the Bachelor of Social Work Program at the University of Calgary and one student from the Graduate Program in Community Development at the University of Alberta all participated in the work of the Council during the past year.

During last year's Annual Meeting, the membership of the Council set as the Edmonton Social Planning Council priorities for 1976-77 the areas of substantive social concern - a humane urban environment and participatory democracy. Further, the membership indicated that these areas of social concern should be addressed at the neighbourhood level.

As a staff, we have attempted to channel our efforts into these two areas. Following an intensive planning period last summer, the staff began to work on a number of major projects which, for the most part, were designed to bring about a humane urban environment and participatory democracy.

Working co-operatively with the Long Range Planning Committee of the Board, we have instituted a modified management by objectives format for all our major projects. The result has been highly rewarding and as a result, we are better able to not only plan our strategies in a more explicit manner, but we can also monitor our progress and evaluate our effectiveness within the project parameters. This process has been a real morale booster for our planning staff.

Council staff have been instrumental in compiling a number of major documents this year. Some of these documents include the "Community Income Tax Service" project, "Public Response to Day Care Guidelines", "The Process of the Discussion Paper on Human Service Delivery Systems", as well as a number of highly detailed information packets on Inner-City Needs, Planning Law, Understanding City Hall, Involving Your Community and other items related to giving citizens valuable information.

The Council is in the midst of researching a new book which will deal with neighbourhood planning for the layman. Thanks to a developmental grant from the United Way as well as a grant from the Secretary of State, the book should be completed by mid-Fall, 1977.

A look at the major Council activities is hereby presented:

Boyle Street/McCauley Planning - On behalf of a number of agencies and organizations in this area, the Edmonton Social Planning Council co-ordinated a series of meetings which culminated in a proposal for funding a true community development process. This proposal, following submission to Federal and Provincial authorities, has now been accepted by Edmonton City Council as a preliminary step towards implementation of a community plan for the area. The Council will, in all likelihood, continue to be involved in this project for the next while.

Inner-City Workshop - In response to a request for information and organization strategy, the Edmonton Social Planning Council facilitated a one-day workshop which led to the founding of the Inner-City Communities for Informed Citizenship. One of the first actions of this group was to request the Edmonton Social Planning Council to research voting patterns on major inner-city issues over the past term of this City Council. This project was co-ordinated by Sue Arrison who in turn utilized the students from Grant MacEwan Community College. The results have been forwarded to this group for their information.

Community Development Corporation - Staff have been working on a feasibility study financed by Health and Welfare Canada to determine the possibility of establishing a Community Development Corporation in the inner-city of Edmonton. This project is related to a strategy of citizen control of enterprises indigenous to inner-city communities while providing opportunities for skill development amongst the hard core unemployed. The study should be completed during early summer with possible implementation in late Fall of 1977.

Community of Oliver Group (C.O.G.) - Sue Arrison, on behalf of the Council, continues to be a primary resource to this group. The Community of Oliver Group is now well into neighbourhood planning workshops, as well as other activities aimed at the establishment of a community plan for the Oliver community. Our involvement with this group continues.

Rape Crisis Centre - The Edmonton Social Planning Council, primarily through the efforts of Linda Duncan, have been actively involved in the permanent establishment of the Rape Crisis Centre. As well as serving on their Board of Directors, Linda has acted as a consultant and spokesperson for the Centre on numerous occasions. She has taken part in numerous media presentations dealing with rape and assisted the Board in the revision of their purpose, goals and objectives. It is expected that the Edmonton Social Planning Council's involvement with the Rape Crisis Centre will gradually diminish as the Centre becomes a more mature agency within our City as it serves to meet a growing need.

Taking Part: Planning Your Community's Future - The Edmonton Social Planning Council co-ordinated a series of seven seminars dealing with the involvement of citizens in planning within their own communities. The series was very successful and led to a very exciting workshop which focused on the upcoming review of Edmonton's General Plan. The Council has been asked by numerous citizens to repeat this series at another time.

Theatre for Community Involvement - Staff have been working on this project for about the last six months. Funding proposals have been submitted to two funding bodies with answers promised by late Spring. This project, if all goes according to schedule, has as its purpose "to facilitate education of community residents on community issues and problems, leading to participation by residents in community affairs". The goal for the project is to develop and evaluate community dramatic presentations in relation to the project's purpose. The project would be of a six-month duration if funding is provided.

Day Care Workshops - On behalf of Edmonton Social Services, the Edmonton Social Planning Council conducted a series of day care workshops in response to proposed day care guidelines to be implemented within the City. Response was poor to good partly because of the topic and partly because of the time of the year (late Spring - early Summer).

Results of the workshops were compiled into a document which was subsequently submitted to Edmonton Social Services for action. Somewhat related to this project was research work completed by the Edmonton Social Planning Council staff on behalf of the Coalition for Improved Day Care organization. This group, which was formed to lobby the Provincial Department of Social Services and Community Health regarding proposed day care standards for the Province, asked for research and organizational assistance which we were able to provide.

Community Income Tax Service - As a result of the intensive work carried out by Jerry Spinak, a report dealing with the establishment of a community income tax service was produced by the Edmonton Social Planning Council in the Fall of 1976. This work and subsequent efforts by Student Legal Services, the Boyle Street Co-op and other participating agencies, led to the initiation of such a service in the Winter of 1976 in Edmonton. The service, modeled somewhat after a similar service in Winnipeg, seeks to provide a more equitable return to clients on their income tax refunds than that provided by "tax discounters". As the Edmonton Social Planning Council role had been fulfilled, the Board terminated our involvement with the project in mid-Winter of this year.

Board-Staff Workshops - The Edmonton Social Planning Council has been involved in facilitating a number of Board-Staff Relations Workshops during the past year. Day care boards, community agency boards and the Board of the Rape Crisis Centre have all taken part in this process. The purpose of the workshops is to provide boards and staff to look at their purpose, goals and objectives while exploring the uniqueness and commonalities of the roles of the board and the staff. It is expected that similar type workshops will be held during the coming year.

Human Service Delivery System - As a follow-up to this item which appeared in last year's Annual Report, we are pleased to note that a number of recommendations which appeared in the Edmonton Social Planning Council's report to the City Commissioners have been adopted by City Council. Recommendations with regards to citizens involvement are still being studied and it is expected that decisions regarding how citizens can become involved in the delivery of human services will be made by City Council in the Fall of 1977.

Health Services to Seniors - An extensive brief dealing with discharge planning, early detection and prevention of illness was prepared by Edmonton Social Planning Council staff member Mike Burns on behalf of Co-ordinators of Volunteer Services to Seniors. This brief identified some current gaps that exist in health care for seniors along with recommendations as to how these gaps could be eliminated. The Co-ordinators presented the brief to the Provincial Government for action following some initial prodding from the Edmonton Social Planning Council to get on with the job. Results are not in evidence as yet.

Although the preceding activities by no means illustrate all our activities during the past year, they do serve to provide an insight into the diverse and far reaching scope of Edmonton Social Planning Council involvements. Special mention should be made here of our volunteer program.

First unveiled at last year's Annual Meeting, I am pleased to report that the first year of this program has been completed. And what a tremendous contribution these people made to the Edmonton Social Planning Council. The purpose of the program is to provide volunteers with the opportunity for exposure to theory and practice of becoming a community resource person. Practical training is provided in research, organization, co-ordination, lobbying and public education methodologies. The program was co-ordinated by Mike Burns and formally concluded in late April. A wine and cheese party symbolized the conclusion of a year in which volunteers and staff learned so very much - about self, relations with others and the "how to's" of becoming a human resource within the community.

Plans for next year are well underway and it is expected that the volunteers will have even a bigger impact on the Edmonton Social Planning Council and the constituency which it serves.

In conclusion, it must be noted that much of what has been reported here would not be possible were it not for the following:

1. A dedicated and very hard working staff who always rise to a challenge and perform so capably.
2. A supportive and involved Board of Directors who have added so much to the enjoyment of working at the Social Planning Council.

3. The continued funding support given by the United Way of Edmonton, the City of Edmonton and through the belief of the Junior League of Edmonton that the Edmonton Social Planning Council is fulfilling a meaningful role within the voluntary sector in Edmonton.
4. As mentioned previously - our volunteers who made the Edmonton Social Planning Council "come alive" with their refreshing input.
5. All our students who worked long and hard at the Council with, at times, little recognition.
6. And to you, the members of the Edmonton Social Planning Council, who through your membership, your involvements with the staff and your overall support, made it all come together.

Sincere thanks to all of you for a good year. The upcoming year promises to be even better!! I look forward, with much anticipation, to meeting, working and sharing with many of you in 1977.

Elwood Springman
Executive Director

EDMONTON SOCIAL PLANNING COUNCIL

Groups, organizations, etc., that the Edmonton Social Planning Council
has been involved with recently.

COMMUNITY INCOME TAX SERVICE
consultation, research, organization, meeting space

EDMONTON ASSOCIATION FOR CONTINUING EDUCATION AND RECREATION
consultation, organization

RICHARD SECORD SCHOOL
organization

GRANT MacEWAN COMMUNITY COLLEGE
consultation, student placements, joint co-operation

M. E. LAZERTE HIGH SCHOOL
consultation, speaking, teaching, meeting space

ST. STEPHENS COLLEGE
member of Board

EDMONTON BOYS AND GIRLS CLUB
consultation

AD HOC COMMITTEE ON CITIZEN PARTICIPATION
member

OLIVER SOCIAL ACTION COMMITTEE
consultation, research, office assistance

COMMUNITY OF OLIVER GROUP
consultation, organization, office assistance, use of
equipment

UNITED WAY OF EDMONTON AND AREA
consultation, grant requests, meetings

Y.W.C.A. SOCIAL ACTION COMMITTEE
member

WEST 10
personnel work, consultation, planning, organization

EDMONTON REGIONAL PLANNING COMMISSION
consultation, research, information exchange

CHIMO YOUTH RETREAT CENTRE
member, meeting space, typing assistance

COMMUNITY FORUM CANADA
consultation

CITIZEN ADVOCACY COMMITTEE
personnel and organizational consultation, meeting space

CANADIAN COUNCIL ON SOCIAL DEVELOPMENT
research, consultation, co-ordination

INTERMET HOUSING
corresponding member, consultation

NORWOOD SCHOOL
consultation, leadership

OPEN DOOR REFERRAL CENTRE
presentation, research

C.B.C.
 research, presentation, consultation

JUNIOR LEAGUE OF EDMONTON
 presentation, volunteers, consultation

ALBERTA ENERGY COALITION
 organization, evaluation, meeting space

RAPE CRISIS CENTRE OF EDMONTON
 organization, consultation, office assistance, meeting
 space, co-ordination, support

LUTHERAN CHURCHES
 consultation

PARKDALE CONCERNED CITIZENS
 consultation, organization

ALBERTA CONFERENCE UNITED CHURCH
 leadership, organization, consultation

ROBERTSON-WESLEY UNITED CHURCH
 presentation

NATIONAL CENTER FOR VOLUNTARY ACTION
 consultation

CONCERNED CITIZENS OF MONTROSE-NEWTON
 consultation, research, organization

OTTAWA SOCIAL PLANNING COUNCIL
 consultation

CO-WEST ASSOCIATES
 consultation

BOYLE STREET/McCAULEY PLANNING GROUP
 organization, consultation, research, meeting space

BOYLE STREET CO-OP
 consultation

AREA 1 COUNCIL
 consultation

INNER-CITY COMMUNITY SCHOOL CO-ORDINATORS
 consultation

HOSTELS ALBERTA
 co-ordination, consultation, meeting space

DEV-COR TECHNICAL SERVICES
 consultation

EDMONTON INTER-FAITH SOCIETY
 consultation, office space, office assistance

HUMANS ON WELFARE
 consultation, gestetner work, co-operation

WASKAHEGAN TRAIL ASSOCIATION
 gestetner work

CHRISTMAS BUREAU OF EDMONTON
 Treasurer, gestetner work, office assistance, office
 space and meeting space

EDMONTON CITIZENS FOR BETTER HOUSING
audit of books

EDMONTON VOTERS ASSOCIATION
typing

THE EDMONTON WOMEN'S SHELTER LTD.
audit of books, meeting space, consultation, research

ALBERTA AMPUTEE SKI ASSOCIATION
office assistance

OVEREATERS ANONYMOUS
meeting space

ALBERTA HUMAN RIGHTS AND CIVIL LIBERTIES ASSOCIATION
rental of office space, meeting space, information exchange

SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS
meeting space

EDMONTON DAY CARE COUNCIL
meeting space, joint co-operation on project, lobbying

FAMILY LIFE EDUCATION COUNCIL
meeting space

PUBLIC BROADCASTING SOCIETY
meeting space

URBAN MINISTRY GROUP
consultation, workshop, research, organization

COMMUNITY CORRECTIONS FOR WOMEN
meeting space

URBAN REFORM GROUP OF EDMONTON
meeting space, consultation, co-ordination

ALBERTA STATUS OF WOMEN ACTION COMMITTEE
office space, consultation, resource person, information exchange

OPTIONS FOR WOMEN
office space, consultation, information exchange, referral

WEST EDMONTON SENIORS
consultation

CITIZENS FOR IMPROVED DAY CARE
meeting space, office space

ADVISORY COUNCIL ON THE STATUS OF WOMEN
contact person, information exchange

BRANCHING OUT
consultation, research, co-ordination

PAUL KANE SCHOOL
speaking to students

ROSS SHEPPARD HIGH SCHOOL
consultation

GARNEAU PLANNING COMMITTEE
consultation

UNIVERSITY AREA TRANSPORTATION GROUP
consultation

INNER-CITY COMMUNITIES FOR INFORMED CITIZENSHIP
research

CALDER ACTION COMMITTEE
consultation

COMMUNITIES ALONG RAPID TRANSIT (CART)
consultation

GRIERSON ESTATES 125 AVENUE ADVISORY GROUP
consultation

BEVERLY CITIZENS GROUP
information, consultation

GROAT ESTATES RESIDENTS ASSOCIATION
PARKDALE COMMUNITY
CROMDALE COMMUNITY
SPRUCE AVENUE COMMUNITY
NORWOOD COMMUNITY
RIVERDALE COMMUNITY
ROSSDALE COMMUNITY
CLOVERDALE COMMUNITY
QUEEN MARY PARK COMMUNITY
ALBERTA AVENUE-EASTWOOD COMMUNITY
WEST INGLE COMMUNITY
WESTMOUNT COMMUNITY
BOYLE STREET COMMUNITY
McCAULEY COMMUNITY
McKERNAN COMMUNITY
STRATHCONA COMMUNITY
PARK ALLEN COMMUNITY
QUEEN ALEX COMMUNITY
CANORA COMMUNITY

AREA 13 CO-ORDINATING COUNCIL
consultation

CASTLEDOWNS
information, office assistance, consultation

COMMUNITAS
consultation, information sharing

CROSS CULTURAL LEARNING CENTRE
information sharing, consultation

S.T.O.P.
consultation, information sharing, support

EREHWEMOS
international information exchange, resource

ALBERTA ENERGY COALITION
resource, information exchange

COMMITTEE FOR JUSTICE AND LIBERTY, EDMONTON AFFILIATE
information exchange

SHERWOOD PARK BUSINESS AND PROFESSIONAL WOMEN
consultation, speaking engagements

NATIONAL ASSOCIATION OF WOMEN AND THE LAW, EDMONTON BRANCH
consultation

information
consultation

FULTON PLACE DAY CARE CENTRE
research, joint co-operation, lobbying

AID SERVICE
liaison, information exchange

CANADIAN BAR ASSOCIATION, EDMONTON BRANCH, ENVIRONMENTAL LAW SECTION
research, consultation

M. R. L. PLANNED ENVIRONMENTS LTD.
consultation

CANADIAN COMMITTEE ON VOLUNTARISM
attended conference

SOCIETY FOR RETIRED AND SEMI-RETIRED
consultation

ALBERTA COUNCIL ON AGING
consultation

CANADIAN COUNCIL ON SOCIAL DEVELOPMENT
member, information exchange

CANADA COUNCIL, THEATRE DIVISION
information exchange, grant requests

COMMUNITY PLANNING ASSOCIATION OF CANADA
member

UNIVERSITY OF ALBERTA

COMMUNITY DEVELOPMENT PROGRAM
information, consultation

URBAN STUDIES, DEPARTMENT OF EXTENSION
resource sharing

LEGAL RESOURCE CENTRE, DEPARTMENT OF EXTENSION
resource sharing, consultation, joint co-operation on project

GRADUATE PROGRAM IN COMMUNITY DEVELOPMENT
student placements

DEPARTMENT OF HOME ECONOMICS
consultation, information exchange

FACULTY OF LAW
development of contacts, information exchange, project assistance

STUDENT LEGAL SERVICES
information exchange

DEPARTMENT OF DRAMA
consultation, joint co-operation on projects

UNIVERSITY OF CALGARY

FACULTY OF SOCIAL WELFARE
teaching, supervision, consultation

FACULTY OF ENVIRONMENTAL DESIGN
consultation, research, information exchange, student placement

FACULTY OF LAW
information exchange

CITY OF EDMONTON

SOCIAL SERVICES ADVISORY COMMITTEE
evaluation

COMMUNITY SERVICES CO-ORDINATING COMMITTEE
member, consultation

CITY COMMISSIONERS
project co-ordination

SOCIAL SERVICE DEPARTMENT
planning, day care workshops, research

PLANNING DEPARTMENT
consultation, organization

CITIZEN PARTICIPATION STEERING COMMITTEE
member, consultation

POLICE DEPARTMENT
consultation, workshop

TECHNICAL ADVISORY COMMITTEE ON HOUSING
consultation, research

CHARITABLE APPEALS BOARD
board member

GOVERNMENT OF ALBERTA

SOCIAL SERVICES AND COMMUNITY HEALTH
consultation

ENVIRONMENT CONSERVATION AUTHORITY
consultation, presentation, resource aid, liaison

MUNICIPAL AFFAIRS
consultation, grant requests

HOUSING AND PUBLIC WORKS
grant request, lobbying

ADVANCED EDUCATION
grant request, information sharing

DEPARTMENT OF RECREATION AND WILDLIFE
information sharing

EDMONTON REGIONAL PLANNING COMMISSION
information exchange

DEPARTMENT OF THE ENVIRONMENT
liaison

WOMEN'S BUREAU
consultation, referral

GOVERNMENT OF CANADA

MINISTRY OF STATE FOR URBAN AFFAIRS
consultation, grant request, liaison

DEPARTMENT OF HEALTH AND WELFARE
grant request, consultation

DEPARTMENT OF MANPOWER AND LABOUR
consultation, grant request

SECRETARY OF STATE
grant requests

CANADA COUNCIL
grant request

CENTRAL MORTGAGE AND HOUSING CORPORATION
grant request

DEPARTMENT OF HEALTH AND WELFARE, NON-MEDICAL USE OF DRUGS DIRECTORATE
facilitation of information exchange

REGISTERED
JUN - 4 1976
The Registrar of Companies
Province of Alberta

EDMONTON SOCIAL PLANNING COUNCIL

OBJECTS OF THE COUNCIL

I. NAME

The name of the organization shall be the Edmonton Social Planning Council.

II. OBJECTS

The Edmonton Social Planning Council is an agent for social change and development.

An objective of the organization is to develop and maintain a voluntary non-governmental capability for informed decision making and action.

The Council provides resources to initiate and also to support efforts through which citizen plans can be developed and implemented.

EDMONTON SOCIAL PLANNING COUNCIL

B Y - L A W S

I. MANAGEMENT OF THE COUNCIL

The management of the business and affairs of the Council shall be vested in the co-ordinating Board which may delegate any of its powers to an appropriate group or individual.

II. RELATIONSHIP TO THE UNITED WAY

The relationship of the Council to the United Way shall be determined by such agreements as may be determined from time to time by the managing groups of each organization.

III. JURISDICTION

The area to be served by the Council shall include the City of Edmonton and adjacent communities and such other municipalities and communities as may be determined from time to time by the membership.

IV. MEMBERSHIP

(a) Membership shall be open to anyone residing within the jurisdiction of the Council as set out above.

(b) Membership in the Council shall be effective upon written application to the Council and acceptance by the Board. Membership dues may be set by the Board.

(c) A member may withdraw from the Council by giving notice in writing of his intention to do so.

(d) Membership may be terminated by a vote at a general meeting of not less than three-fourths of such members entitled to vote as are present in person.

(e) Each member shall be entitled to one vote at meetings of the Council.

V. MEETINGS OF THE COUNCIL

(a) The Annual Meeting of the Council shall be held not later than May 31st of each year. At such annual meeting, the co-ordinating Board, as hereinafter provided, shall be appointed.

(b) Special general meetings of the membership of the Council may be called at any time by the co-ordinating Board or upon written request of five members of the Council.

(c) Notice of general meetings of the Council shall be sent to all members at least 14 days prior to such meeting.

(d) At all general meetings of the Council, a quorum for the transaction of business shall be eleven (11) members.

(e) A majority of votes of the members present at any general meeting of the Council shall decide any question coming before the meeting.

VI. BOARD

(a) The business and affairs of the Council shall be managed by a co-ordinating Board which will exercise all the powers of the Council except such as are by law or by this constitution conferred upon or reserved to the members.

(b) The Board shall consist of a core of from ten to fifteen members of the Council duly elected at the General Annual Meeting.

(c) There shall be a Nominating Committee appointed by the Board consisting of a Chairman, and not less than four members of the Board to be appointed three months prior to the Annual Meeting. This Committee will present a list of nominees for election to the Board at the Annual Meeting.

Nominations for election to the Board may also be made from the floor at the Annual Meeting providing the nominee is present at the meeting and has agreed to let his name stand for election.

(d) Term of office shall be two years, with provision being made whereby one half of the Board members will be retired each year. Board members will be eligible to serve a maximum of two consecutive terms of office. Any vacancy during the year shall be filled by the Board. A Board member filling a vacancy shall serve only until the next Annual Meeting.

(e) The co-ordinating Board shall meet at least six (6) times a year.

(f) The date and place of a Board meeting shall be set by the Board at its previous meeting. The first meeting of the Board shall be held immediately following the adjournment of the Annual Meeting. Special meetings of the Board may be held on call by the Executive, upon fourteen (14) days written notice.

(g) Board meetings shall be open to all members of the Council, but only Board members may vote.

(h) Meetings of the Board shall be chaired by the President or by another officer in the President's absence.

(i) At all meetings of the co-ordinating Board, a quorum for the transaction of business shall be 40% of the members of the co-ordinating Board.

(j) A majority of votes of the members present at any meeting of the co-ordinating Board shall decide any questions coming before the meeting.

VII. OFFICERS

(a) The officers of the Council shall consist of the President and three (3) Vice-Presidents.

(b) A President and three (3) Vice-Presidents shall each be duly elected for a term of one year by the Board at their first meeting following the Annual Meeting.

(c) In the event of the death or retirement of the President or a Vice-President a replacement shall be elected from the membership of the Board, by the Board, at its soonest duly called meeting. The replacement shall serve until the next general meeting of the membership.

(d) The membership may remove a person filling one of the officer positions from that position by a simple majority of members present at any of its duly called meetings. The membership shall replace a person removed from the office of President or Vice-President at the same meeting as the removal.

(e) The individual officers shall carry out such tasks, and with such authority, as are given them respectively by the Board.

(f) Members and staff of the Council who handle funds or property of the Council shall be bonded in such amounts as may be required from time to time by the co-ordinating Board, the expense of which bonding shall be borne by the Council.

(g) The funds and property of the Council shall be used for the benefit of the Council and to promote its objectives and not for personal gain or profit of any officer or member.

(h) The books and accounts of the Council shall be audited yearly by a chartered accountant.

(i) At the annual general meeting of the Council, the Executive shall present to the membership the last report of such audit which shall have been conducted not more than 60 days prior to such meeting.

(j) Each member of the Council shall upon request be entitled to receive a copy of such report.

VIII. EXECUTIVE

(a) The Executive shall comprise the President and the three (3) Vice-Presidents.

(b) The date and place of a next executive meeting shall be set by the executive at its previous meeting. The first meeting of the executive shall be held immediately following the Board meeting following the Annual Meeting. Special meetings of the executive may be called with seven (7) days notice by the President or a Vice-President.

(c) The Executive shall carry out such tasks, and with such authority, as are given to the executive by the Board.

(d) At all general meetings of the executive, a quorum for the transaction of business shall be two (2) members.

(e) A majority of votes of the executive members present at any executive meeting shall decide any question coming before the meeting.

IX. SEAL

The seal of the Council shall be kept in the custody of one of the executives of the Council and shall be attested by the signatures of any two of the officers of the Council.

X. FISCAL YEAR AND AUDIT

(a) The administrative and fiscal year of the organization shall be the calendar year.

(b) Auditors shall be appointed at the annual general meeting of the organization. Such auditors shall be chartered accountants.

(c) A statement of accounts duly audited shall be presented at every annual meeting.

XI. BOOKS

Every co-ordinating Board member shall at all times have access to and the right of inspection of all books and records of the Council. Every other member of the Council, not being a co-ordinating Board member shall have the right to inspect the books and records of the Council at any reasonable time upon reasonable notice in writing being given to the officer or officers having charge of such books and records.

XII. NOTICE

Written notice to any member shall be deemed to be received within forty-eight hours of the posting thereof, addressed to the member at his or her last address on record with the Council, the responsibility for the accuracy of which being that of the member.

XIII. BORROWING POWERS

The Council, for the purpose of carrying out any of its objects, may borrow, raise, or secure the payment of money in any manner it sees fit, and all of its powers in this regard may be exercised by the co-ordinating Board, PROVIDED that no debentures shall be issued without the sanction of an extraordinary resolution of the Council.

XIV. SIGNING OFFICERS

All officers and some full-time staff shall be designated as signing officers. At least one officer shall sign all documents and cheques.

XV. AMENDMENTS

The objects and bylaws of the Council may be amended by extraordinary resolution at the annual or any general meeting of the Council. Written notice of the proposed amendment shall be sent to all members, not less than 21 days before the meeting of the Council at which the amendment is to be proposed, and shall be proposed as an extraordinary resolution as set forth in the Societies' Act of Alberta.

XVI. LIABILITY OF CO-ORDINATING BOARD MEMBERS

No co-ordinating Board member for the time being of the Council shall be liable for the acts, neglect or default of any other co-ordinating Board member or employee or for any other loss, damage or misfortune whatever, which may happen in the execution of the duties within the scope of his respective office or trust in relation thereto unless the same shall happen by or through his own wilful act or default.

XVII. DISSOLUTION

Upon dissolution of the Edmonton Social Planning Council the assets of the Edmonton Social Planning Council, after all debts have been paid, shall be given to another non-profit society.

THE EDMONTON SOCIAL PLANNING COUNCIL

Auditors' Report

Financial Statements - December 31, 1976

**PEAT, MARWICK, MITCHELL & CO.
Chartered Accountants**

PEAT, MARWICK, MITCHELL & CO.
CHARTERED ACCOUNTANTS

2500 Alberta Telephone Tower
10020-100th Street
Edmonton, Alberta
T5J 0N4

AUDITORS' REPORT TO THE MEMBERS

We have examined the balance sheet of the Edmonton Social Planning Council as of December 31, 1976 and the statements of revenue and expenditure and surplus for the year then ended. Our examination was made in accordance with generally accepted auditing standards and accordingly included such tests and other procedures as we considered necessary in the circumstances.

In our opinion, these financial statements present fairly the financial position of the organization as of December 31, 1976 and the results of its operations for the year then ended in accordance with generally accepted accounting principles appropriate for a non-profit organization applied on a basis consistent with that of the preceding year.

(SIGNED)

PEAT, MARWICK, MITCHELL & CO.

Chartered Accountants

Edmonton, Canada
February 8, 1976

EDMONTON SOCIAL PLANNING COUNCIL

Balance Sheet
 December 31, 1976
 with comparative figures for 1975

<u>Assets</u>		
	<u>1976</u>	<u>1975</u>
Current assets:		
Cash	\$ 7,791	8,077
Accounts Receivable	1,140	287
Prepaid expenses	172	186
Total current assets	<u>9,103</u>	<u>8,550</u>
Fixed assets, at nominal value:		
Furniture and fixtures	<u>1</u>	<u>1</u>
	<u>\$ 9,104</u>	<u>8,551</u>

<u>Liabilities and Surplus</u>		
Current liabilities:		
Accounts payable	\$ 500	908
Employee deductions payable	1,392	1,004
Total current liabilities	<u>1,892</u>	<u>1,912</u>
Surplus	<u>7,212</u>	<u>6,639</u>
	<u>\$ 9,104</u>	<u>8,551</u>

Approved:

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See accompanying note.

EDMONTON SOCIAL PLANNING COUNCIL

Statement of Revenue and Expenditure
Year ended December 31, 1976
with comparative figures for 1975

	<u>1976</u>	<u>1975</u>
Revenue:		
Funds from:		
United Way of Edmonton and Area	\$ 61,448	60,448
The City of Edmonton	15,000	14,000
Alberta Environmental Research Trust	-	4,290
The City of Edmonton-Neighbourhood Improvement Project	-	3,825
Junior League	6,000	-
Access (Clipping Service)	3,318	-
City of Edmonton (Human Service Delivery Systems)	1,774	-
Alliance of Neighbourhood Groups	6,976	-
Interest on term deposits	372	-
Sub-letting space including supplies	3,092	3,474
Publication revenue	1,272	1,087
Total revenue	<u>99,252</u>	<u>87,124</u>
Expenditures:		
Salaries - executive	50,732	33,984
Salaries - clerical	17,190	15,819
Employees' benefits	2,303	1,587
Rent	15,600	14,200
Stationery, office supplies and printing	1,569	3,076
Maintenance of office equipment	186	203
Agency brochure	-	159
Books and publications	556	155
Postage	821	696
Telephone and telegraph	1,790	2,120
Audit fee	500	574
Membership fees	110	20
Meeting and conference expenses	2,078	1,071
Staff recruitment	176	583
Transportation and car allowance	2,667	1,828
Insurance	344	247
Sundry	66	274
Special Projects:		
Neighbourhood Improvement	-	75
To Be Poor in Canada publication	-	1,250
Justice in Alberta publication	-	2,500
Human Service Delivery Systems	1,475	-
Alberta Environmental Research Trust	-	75
Miscellaneous projects	516	944
Total expenditures	<u>98,679</u>	<u>81,440</u>
Excess of revenue over expenditure \$	<u>573</u>	<u>5,684</u>

See accompanying note.

EDMONTON SOCIAL PLANNING COUNCIL

Statement of Surplus
Year ended December 31, 1976
with comparative figures for 1975

	<u>1976</u>	<u>1975</u>
Surplus at beginning of year	\$ 6,639	955
Excess of revenue over expenditures for year	<u>573</u>	<u>5,684</u>
Surplus at end of year	<u>\$ 7,212</u>	<u>6,639</u>

See accompanying note.

EDMONTON SOCIAL PLANNING COUNCIL

Note to Financial Statements
December 31, 1976

The organization follows the policy of accruing all revenue and expenditures.
In accordance with accounting principles of non-profit organizations
fixed asset additions are expensed in the year of purchase.

EDMONTON SOCIAL PLANNING COUNCIL

BOARD OF DIRECTORS

1976/77

PRESIDENT: Mary Lou Marino

VICE-PRESIDENTS: Ray Schachter (Resigned Position, December 1, 1976)
Margaret Souch - Chairman, Personnel Committee
Sandi Draper - Chairman, Finance Committee
Gordon Chutter - Chairman, Long Range Planning Committee

MEMBERS: Ardis Beaudry
Susan Boddington
Peter Boothroyd
Peter Grondin
Dave Howatt
Gregg Neelin
Dorothy Richardson
Don Sax
Pat Stewart
Ellen Thompson

EX-OFFICIO MEMBER: Elwood Springman

STAFF - 1976

Elwood Springman - Executive Director
Susan Arrison - Planner
Linda Duncan - Planner
Mike Burns - Planner
Rose French - Office Manager
Sharon Borschyk - Secretary

PART-TIME RESEARCH ASSISTANTS

1976

Cherry Bowhay

Jerry Spinak

VOLUNTEERS

1976

Leslie Ashcroft

Ardis Beaudry

Ellie Cromie

Liz Forseth

Donna Golightly

Lorie McMullen

Gregg Neelin

Rena Pinckston

STUDENTS

1976

Cheryl Moir-Van Iersel

Michelle Rackette