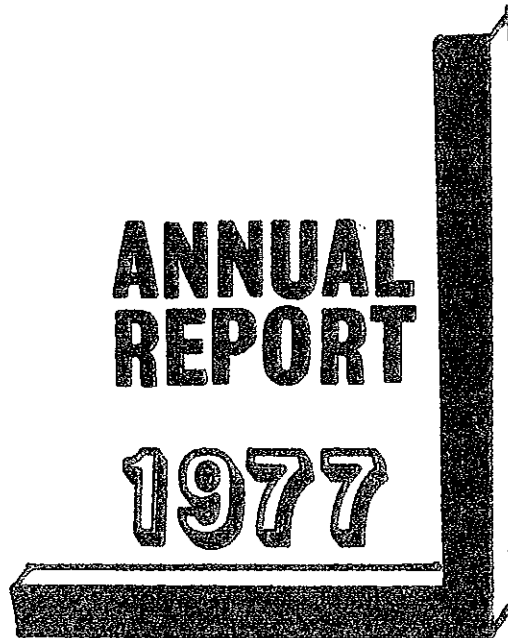


**EDMONTON  
SOCIAL  
PLANNING  
COUNCIL**

**ANNUAL  
REPORT**

**1977**



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PRESIDENT'S SUMMARY

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My report will be brief. Looking back over three years of association with the Edmonton Social Planning Council, two as President, my recollections are pleasing. I have seen the Council regenerate itself with a new Board structure, with a new and vigorous staff, and with a healthy involvement of volunteers in many aspects of the Council's operations. I have seen the fruits borne of the Board Committee structure, with the Personnel Committee providing the Council with a Personnel Manual and Board Manual; the Long Range Planning Committee providing some rationale and guidelines to planning of Council efforts; the Finance Committee providing an improved salary grid and budget monitoring.

1977 promised to be an exciting year of new projects and endeavors. As the following reports indicate, that promise was honored: the citizens' manual for self-help planning neared completion; the proposal for the Community Development Corporation with Parkdale was completed; a mechanism for citizen input to the review of the City's General Plan was developed; and many other projects with various citizen groups were undertaken. Thus, I am pleased and proud of the staff, Board and Volunteers of the Edmonton Social Planning Council.

But I am saddened and fearful. Saddened that one task set for the 1977 Board -- that of "securing an adequate financial base" -- was not met, at least during the calendar year. Fearful that if that task is not accomplished by the time of the Annual Meeting in May 1978, the Edmonton Social Planning Council may go the way of all other Social Planning Councils in the West. Moreover, fearful that such a demise would be another knell in the death toll of the private sector. But I am reminded of a few lines of a favorite Dylan Thomas poem:

Do not go gentle into that good night,  
Rage, rage against the dying of the light.

Your Board is fighting to keep the gleam alive. We hope the membership will join us in the struggle.

Mary Louise Marino,  
PRESIDENT

Edmonton Social Planning Council.

February 15, 1978.

## LONG RANGE PLANNING COMMITTEE REPORT

The Long Range Planning Committee is a standing committee of the Board of Directors whose responsibilities include, but not limited to:

- (a) reviewing the process by which the Edmonton Social Planning Council's priorities are defined;
- (b) examining long range goals and intermediate range objectives of the Council; and
- (c) recommending to the Board activities in the light of current efforts and critical problems.

Within this context, the Long Range Planning Committee met regularly during the year, dealing primarily with the immediate and recurring question of the relationship of the Council to various structures of society, including the elected officials, City administration and local community groups. This question became increasingly important as the financial position of the Council deteriorated, necessitating a re-evaluation of the relationship with the funding agencies, notably the United Way and City of Edmonton. In addition, the Council has agreed to perform certain social planning functions on a project basis for the Mayor and the Federation of Community Leagues which may or may not be consistent with the Objects of the Council and the priorities established at the last Annual Meeting.

Therefore, the Long Range Planning Committee offers the following deliberations for consideration by the Council during the next year:

1. The Long Range Planning Committee have been attempting to analyze and establish goals, objectives or priorities for both society at large and the Council. The Committee has not been able to do both tasks effectively.
2. The Board of Directors has an obligation to concern themselves with the efficient and effective functioning of the Council, and consequently have neither the time nor mandate to deal with the more profound relational issues.
3. Consequently, the Long Range Planning Committee suggests that there may be a need and desire for a city-wide non-aligned group of concerned citizens who would seriously consider the future of our society, its organization, operation and means for effective social planning.
4. Such a group could provide a comprehensive or city-wide context within which the Long Range Planning Committee could attack its primary task of examining the goals and objectives of the Council.
5. Therefore, the Long Range Planning Committee recommends that a special membership committee of the Council be set up to study the feasibility and necessity of such a group.

In conclusion, it has been a year of complexity, anxiety, ambiguity and excitement, with more to come.

Respectfully submitted

Don Sax

Chairman, Long Range Planning Committee  
Edmonton Social Planning Council.

5/5/78

## FINANCE COMMITTEE REPORT

April 1978

1977 was the year of the budget crunch with expenditures exceeding revenues by \$8,331.00. Thus the surplus of \$7,212.00 at the beginning of 1977 was reduced to a deficit of \$1,169.00 at the end of the year. The following report outlines the activities and achievements of the Finance Committee.

On June 16, 1977, a strong contingent composed of members of the Finance Committee, the Executive, the Executive Director and two community representatives made an appeal to the Social Services Grants Committee. The Grants Committee confirmed that the \$15,000.00 grant was the maximum allowable under its terms of reference but noted that a further appeal could be made to City Council. The Board of the Edmonton Social Planning Council decided not to pursue such an appeal at that time.

During the summer and fall of 1977, the Edmonton Social Planning Council's financial outlook became clearer. General levels of expenditures were reviewed and found to be appropriate with the exception of salaries which were lower than appropriate. The current number of staff was found to be viable for carrying out the activities of the Edmonton Social Planning Council, but any long-term reduction of the number of staff might threaten the existence of the Edmonton Social Planning Council.

This review and approval of our expenditures left us with the problem of increasing our revenues. Our allocation from the United Way, which for several years had remained static, was increased by 15% to a total of \$78,783.00 for 1977. This percentage increase was greater than the percentage increase in United Way campaign revenues, but it was not enough to allay a deficit in 1977 and a projected budget deficit in the order of \$29,000.00 in 1978.

The Finance Committee bolstered by the Executive met regularly through out November, 1977, to March 1978, to develop and implement a funding strategy. During the initial sessions, such concepts as "core funding" versus "project funding" and "core activities" versus "project activities" were developed. The Committee investigated and helped implement changes for overhead with respect to projects where there was an ability to pay.

The main strategy, however, was based on the realization that the residents of the City of Edmonton were the main recipients of our services, yet the City of Edmonton contributed only a static amount that was becoming a smaller and smaller portion of the total Edmonton Social Planning Council budget. It was decided that the Edmonton Social Planning Council should approach Edmonton City Council directly to request 1978 support totalling \$45,000.00 (rather than

the \$15,000.00 grant) and continuing support in future years. First, however, it was agreed that the Edmonton Social Planning Council should document who we are, what we do, and what we have accomplished. The ensuing result of a great effort by the staff was the "blue book" entitled "Edmonton Social Planning Council, 1940-1978", which was presented to individual Aldermen.

A request for financial support and the blue book documentation went to City Council on March 28, 1978, and was referred to the Economic Affairs Committee. On April 3, 1978, Mary Lou Marino, Don Sax, Elwood Sprinman and several other staff made a presentation to the Economic Affairs Committee regarding background information for the request and the future role of the Edmonton Social Planning Council. The Economic Affairs Committee tabled the request until further information can be obtained from the Social Services Grants Committee, the Mayor's Office, and Public Relations.

Since that meeting, further information has been provided to the Economic Affairs Committee through the Social Services Grants Committee. That Committee has advised us that they are again recommending the maximum grant of \$15,000.00 for the Edmonton Social Planning Council, but that our special request to Council amounts to an appeal of their grant since their guidelines currently do not allow grants to be made to any organization receiving any other funds from the City.

On another financial front, the Edmonton Social Planning Council 1979 budget was prepared, reviewed, revised and submitted (along with copies of the "blue book") to the United Way during March 1978. The proposed 1979 budget amounts to \$147,718.00, which represents a \$19,258.00 or 15.0% increase over 1978. Our 1979 United Way allotment request is \$90,824.00 which is a \$12,041.00 or 15.3% increase over 1978.

On April 25, 1978, our 1979 budget was presented in person to the Agency Relations Committee of the United Way. President Mary Lou Marino handled the introductions and spoke about the general philosophy and goals of the Edmonton Social Planning Council. Elwood Pringman highlighted some of the 1978 achievements outlined in the "blue book". This presentation was enhanced by a number of volunteers from various community groups with whom the Edmonton Social Planning Council has been working. Margaret Bouska from Parkdale, Fred Maysky from Montrose, Jane McMichael from Oliver and Marg Smith from Norwood gave testimonials to the Agency Relations Committee which clarified the role of the Social Planning Council in the City of Edmonton. Another innovation was the presentation of a 20 minute color video-tape version of "Montrose Again" that had been edited by the CBC. The entertaining portion of the program was followed by the presentation of our 1979 budget and discussion of our financial position by the Chairman of the Finance Committee. Also assisting with the presentation were Mike Langstone, Rose French and Lorie

McMullen. We appreciated the Agency Relations Committee spending two hours of their time with us and they seemed to appreciate both the content and the format of the information provided.

The next few weeks and months will fill in many of the blanks regarding our finances. We are quite anxious to learn the results of our requests to both the United Way and especially the Economic Affairs Committee and Edmonton City Council. There appears to be reason to be concerned but optimistic regarding the financial viability and the long-term survival of the Edmonton Social Planning Council.

In retrospect, on achievement of the Finance Committee was the implementation effective July 1, 1977, of a group life and long-term disability plan. However, a group pension plan was found to be infeasible due to the small size of the staff and Edmonton Social Planning Council contributions to staff Registered Retirement Savings Plans could not be implemented due to financial constraints. The salary increases proposed for July 1, 1978, were not implemented until January 1, 1978, again because of financial constraints. The Council would like to be in a position before the end of 1978 to make up these lost salaries retroactively.

I would like to take this opportunity to thank all the members of the Finance Committee and to recognize that at times the financial imperative expanded to become the work of the entire staff and Board. Special thanks are due to Mike Langstone for continued support throughout the year, to Sandi Draper for hosting our many lunch hour meetings, to Rose French for her work in implementing the insurance benefits and keeping the books straight, to Peter Boothroyd, Don Sax, Marg Souch and Mary Lou Marino for their roles in generating and developing the plan to approach the City. Mary Lou was especially helpful throughout the year in writing appropriate letters many dealing with financial matters, to various organizations on behalf of the Council. Thanks to you all.

Respectfully submitted

David Howatt  
Chairman, Finance Committee  
Edmonton Social Planning Council

Members of Finance Committee

David Howatt, Chairperson  
Sandi Draper, Past-Chairperson  
Mike Langstone  
Peter Boothroyd

(Members of Board)

Elwood Springman  
Rose French  
Mike Burns

(Staff)

Mary Lou Marino  
Marg Souch  
Don Sax

(Ex-officio Members)

April, 1978

ANNUAL REPORT OF THE PERSONNEL COMMITTEE:

Personnel Committee: Margaret Souch, Chairman; Ardis Beaudry; Ellen Thompson; Sue Arrison, staff. The Committee met on a regular basis to deal with routine matters -- salary grid, staff benefits, job descriptions, membership, implementing the Personnel Manual.

A Group Insurance Plan for employees became effective in June, 1977. Finance and Personnel Committees co-operated in considering the choosing an appropriate plan.

A Board Manual for Directors of the Edmonton Social Planning Council was prepared by Ardis Beaudry and Marg Souch. After suggested revisions from staff and Board members, the Manual became policy in March, 1978.

The Nominating Committee, charged with preparing a slate of Directors for the Board, to be voted upon at the Annual Meeting, was chaired by Ardis Beaudry and made up of other Board members as stated in the Personnel Manual.

The resignation of the Executive Director of the Edmonton Social Planning Council was accepted with reluctance at the February 1st Board meeting. Members of staff, Board, membership and numerous people in the broader community who have benefited from Elwood's leadership will miss him. Many of us will feel a personal loss when he leaves Edmonton. Our appreciation and good wishes go with Elwood and his family as they leave for Toronto in May to continue toward the goals they have set for themselves.

A Search Committee made up of Marg Souch, Chairman; Ardis Beaudry; Mary Lou Marino; David Hannis and Elwood Springman, advertised, interviewed and selected a replacement for the position of Executive Director.

The Board is pleased to announce that a new Director has been hired who will commence his duties in June.

Mr. Alan Shugg of Ottawa comes to us highly recommended. He has had a wide experience in administration, working with operational boards and in the area of community development. We believe he sincerely subscribes to the philosophy of the Edmonton Social Planning Council. Mr. Shugg joins us in asking for the support of staff, board, membership and community. We wish him well in his new undertaking in Edmonton.

Respectfully submitted,  
Margaret Souch, Chairman.

## EXECUTIVE DIRECTOR'S ANNUAL REPORT

In many ways it is difficult to write the 1977 Annual Report of the Executive Director of the Edmonton Social Planning Council. It has been a good year and, at times, a difficult year. Since this will be my last report as the Executive Director of the Edmonton Social Planning Council I would like to make some comments which go beyond a review of Council's activities during the past year. These comments will relate to the survival of the Council since 1940 and to it's changing role over the last three years. First, however, let's take a look at the activities of the past twelve months.

The Board of Directors, at the urging of the membership at the last annual meeting, took as their priorities for 1977 the two areas of social concern with which we had been working in 1976, that is, Humane Urban Environment and Participatory Democracy. Activities addressing themselves to those two areas of social concern were to take place primarily at the neighborhood level. The staff has attempted to follow the wishes of the Board and the membership. In that regard 1977 saw the Planning Council move from many smaller projects, which had been undertaken during the past two years, to larger, more comprehensive projects, aimed at bringing about new concepts and ideas for social and economic change. This change, although very much in an embryonic stage at this juncture, brought a certain degree of satisfaction to the staff and to the Board, as they saw the Social Planning Council moving more towards significant social change in the municipality of Edmonton.

We were able to take on the larger projects primarily because the staff have been with the Council now a minimum of two years. This continuity has meant that we have been able to address ourselves as a team to larger projects and greater challenges. I cannot stress how important continuity is in the effectiveness of the Social Planning Council's attempts to meet the social needs of the citizens of Edmonton. I might also add that the addition of our Volunteer program at the Edmonton Social Planning Council has brought, not only a new perspective to the projects with which we are involved, but has also meant that we have been able to utilize our existing human resources in a much more effective manner. We have been able to tackle larger projects, with the knowledge that manpower was available through our volunteer program, and certainly with the co-operation and input of concerned Board members. You are no doubt aware, the Edmonton Social Planning Council operates with three standing committees of the Board. I was encouraged to observe during the past year, the effective functioning of all three committees, the Long Range Planning



Committee, the Finance Committee and the Personnel Committee. Each of these committees had major tasks to perform during the year and the volunteer work and hours that went into those projects and tasks have borne and will bear fruit with the Social Planning Council in future years. I must congratulate the Personnel Committee for completing a comprehensive Board Manual, which I am sure will be used as a model by many other social service agencies in the city. The Personnel Committee, under the direction of Mrs. Margaret Souch, dealt with salaries and hiring of new staff, as well as providing a slate of names for Board membership at the Annual meeting. I have struggled with them as they have attempted to look at ways whereby salaries could be improved so staff members, who are somewhat underpaid, would have the opportunity to earn a salary more indicative of their levels of expertise.

The Finance Committee who were charged with the unenviable task of finding additional funds for the Social Planning Council, have worked harder this year than during the past three years, although the fruits of their labor have not yet begun to show. I am quite confident that the future will in fact show the results of their work. This committee, under the Chairmanship of David Howatt, has struggled with salary levels as well. A very commendable decision by the Finance Committee resulted in a recommendation to the Board, that the 1978 Edmonton Social Planning Council budget include a shortfall of \$28,000.00. Their task has been and continues to be the making up of that shortfall.

The Long Range Planning Committee have met many times during the year and in their report I am sure you will see the main issues with which they are struggling as to the future of the Edmonton Social Planning Council. This committee, under the leadership of Don Sax, has presented many ideas to the Board for potential alternatives for the future of the Edmonton Social Planning Council. I know that this committee has a large task ahead of it as it attempts to gauge the effect the Social Planning Council should have on the citizenry of Edmonton. The deliberations will have as well, a direct bearing on the future activities of the staff of the Social Planning Council.

I would like to focus on some of our activities as a staff during 1977. For the first time the Edmonton Social Planning Council, thanks to the work of a volunteer student from the Faculty of Social Welfare, Mr. Larry MacInnis, has produced a comprehensive document, which outlines not only the projects with which the Edmonton Social Planning Council has been involved, the cost to the Social Planning Council of each project, the staff members who worked on the project, and the number of manhours spent on each project. The document has been used as one tool in alerting our major funders, the City of Edmonton and the United Way of Edmonton, of the state of the Social Planning Council. I am sure this doc-

ument, in years to come, will prove to be very beneficial as the Planning Council attempts to plot its course. This document, because of the cost involved in its production, has not been made available to the general membership of the Social Planning Council. I would recommend that those members who wish to receive a copy of this document, should indicate this to the Office Manager, Mrs. French. The cost is \$2.00 per copy.

We have attempted to work with a number of neighborhood groups on a variety of issues this year. One of our major projects, the Community Development Corporation, a two year project funded in part by Health and Welfare Canada, has just recently come to conclusion. This project by Mike Burns, attempted to introduce a comprehensive socio-economic strategy to an urban setting in Western Canada, through the development of a corporation, owned, operated and controlled by the citizens of a particular community. The community chosen, in this instance, was Parkdale in Edmonton. Word has unofficially been received from Ottawa that the project has been given the go ahead and will get under way in early fall of 1978. I know that the project will have a significant impact, not only on the future of the community of Parkdale, but will influence other communities in similar circumstances. Ultimately, it will have beneficial effects on the City of Edmonton as a whole.

Another long term project co-ordinated by Linda Duncan, is the development and publication of a citizens resource and self-help planning manual. It will be completed later on this spring, thanks to the Department of the Environment, the United Way of Edmonton, and the Secretary of State. We hope the production of this book will serve as a useful tool to those communities who are attempting to grapple with the many complex problems facing them as they undergo significant changes and redevelopment. In this regard, we have also been working and continue to work on a long term project in the community of Oliver. That particular community is undergoing severe social and physical redevelopment pressures, and we as a Social Planning Council, have provided Sue Arrison with the mandate to assist that community in various social planning problems that have emerged as a result of these pressures. We are hopeful that during the next year our involvement will begin to lessen somewhat as a comprehensive community plan is developed in conjunction with the City of Edmonton, Planning Department.

A major project undertaken and completed during the past year was the Theatre for Community Involvement project in the community of Montrose. This project utilizing drama as a tool, attempted to provide new strategies for community development in an older community that was undergoing intrusions from industrial growth and development. It was at the same time, undergoing

internal struggles which had de-activated many of the potential volunteers, who could have provided the leadership needed to keep the community viable and alive. The project, funded through a Canada Council grant and a grant from the President's Fund of the University of Alberta, and by other funds from the University of Alberta, proved to be successful in providing the Social Planning Council with an opportunity to expose a new strategy that could be utilized in other communities. We have just completed the evaluation of the project and the results should be known within the next month. This project was most effective in bringing about a new awareness amongst the community people, and it provided the opportunity for the community to take a look at how it might determine its future.

We have spent some time this year, in the communities of Boyle Street and McCauley, We have attempted to work with various agencies and organizations providing services in these communities and the results have been the development of a team of planners from the City of Edmonton, Planning Department who are preparing a comprehensive community plan regarding the future of this sadly neglected part of our city. I am sure the Social Planning Council will want to consider playing a watchdog role in this area in the future.

The Social Planning Council has continued to work with a Task Force looking at the General Plan Review for the City of Edmonton during the past year. This task force met a number of times and presented a series of recommendations to the Planning Department, some of which, we are sure, will be included in the citizen participation program for the General Plan review. The Mayor of Edmonton has just completed the formation of a General Plan Citizen Committee, which will be monitoring the review of the General Plan that will be forthcoming in the next few months. We have also continued our association with the Planning Act introduced into the legislature late last fall by the Province of Alberta. Further work is now being undertaken to interpret the new Planning Act for the citizenry so they have some understanding of the implications found in the new Act. The request of the City of Edmonton, Social Service Department and funds from the Department of Advanced Education have allowed the Social Planning Council to be very involved during the past year in the provision of Board/Staff Workshops for voluntary non-profit organizations in the City of Edmonton. Volunteers, Ardis Beaudry and Donna Golightly, along with our Co-ordinator of Volunteers, Lorie McMullen and myself conducted a series of twelve workshops for members of Boards and Staff of the subsidized Day Care Centres in the City of Edmonton. The experience, although somewhat draining, was a beneficial one for ourselves and, we trust, for the Boards and Staff of the various centres. There has been a request that the Social Planning Council continue to provide this kind of opportunity in the future. We have provided a similar type of workshop as well for a number of community service centres and organizations throughout the city. Needless to say, if the

voluntary organization is going to continue to exist, it must have some of the organizational tools which it requires in order to become and maintain an effective organization. The Social Planning Council has a role to play and I hope the opportunity will be provided for voluntary organizations to utilize Edmonton Social Planning Council services with regard to Board/Staff workshops in the future.

This list is by no means complete with regards to those projects the Social Planning Council has undertaken during the past year. It does however, give you, the membership, some flavor of the type of projects with which we have been involved. I would like to believe the work that we have put into building a solid base in the City of Edmonton during the past three years is now beginning to bear some fruit. I refer to a number of projects which are now underway, which I feel will have significant implications for the future of social planning in the City of Edmonton. For well over one year now I have been working with representatives of the Federation of Community Leagues striving to determine how best we can utilize the potential of the community leagues. I am referring specifically to the potential the community leagues have for providing leadership around citizen participation at the neighborhood level. The City of Edmonton is unique in this regard. No other city has an organization that is found in nearly every community. Although the thrust of the Federation of Community Leagues during the past decade has primarily tended to be towards leisure type activities there is no reason to believe this organization, given the proper tools and the resources, cannot become an effective means of facilitating citizen participation around major social policy issues in the city in the near future. Certainly the history of the Federation indicates it was originally constituted to do just that. The Mayor of the City of Edmonton most recently has come out in favor of the Federation of Community Leagues being the vehicle through which citizen participation may be facilitated at the neighborhood level. Resources for government programming and non-government program input would come from two sources. A government program perspective will come from City of Edmonton field staff and a non-government perspective, the Social Planning Council, will provide the necessary resources for research and training required to bring about an awareness amongst the various community leagues of the potential role they may play in the facilitation of citizen participation in the City of Edmonton. Although certainly not without problems, and without some serious organizational attitudes to be worked out, such as alerting and providing the necessary training for the individual leagues to function in this capacity, I see the move as one of the most refreshing and most promising moves that has been made by our civic politicians during the last decade. Certainly it provides the opportunity for the citizen to participate at the neighborhood

level, a principle in which the Edmonton Social Planning Council strongly believes and fully supports. I know the Social Planning Council has to continue to monitor its own involvement in such a project but, provided that leadership is given by the Long Range Planning Committee, I can project a rewarding partnership for the Edmonton Social Planning Council with the Federation of Community Leagues and the City of Edmonton.

We are currently involved in a major project that has been stimulated by the Mayor and City Council, namely the Mayor's Conferences on Neighborhood Planning. These conferences utilizing the structure of the Community Leagues will attempt to look at the major social problems and issues facing newer neighborhoods and older neighborhoods in the City of Edmonton. Although there needs to be a refining of the approach being taken on this particular project it provides the Federation of Community Leagues and the Social Planning Council with some idea of how they may work together in the future. The project is currently being co-ordinated by Sue Arrison and our Co-ordinator of Volunteers, Lorie McMullen. It will be completed in time for the Council meetings to be held in September of this year. We anxiously await the results of the amount of work and effort that has been put into mobilizing, what I perceive to be, a new approach to citizen participation in the City of Edmonton.

Another project with which we are involved at the moment also gives a hint of the direction that the Social Planning Council is moving in 1978. We have been asked and are at the moment providing a leadership role in terms of bringing together for the first time all five neighborhood improvement program areas in the City of Edmonton. The leadership we are providing here involves an evaluation of the social effects of the N.I.P. program on those individual neighborhoods that have been recipients of this particular program. What we are looking at, simply speaking, is the social impact of a significant physical planning program on a given area. I am sure this project, if and when carried through to completion, will have a beneficial effect on the future provision of similar types of programs that would be cost-shared by the various levels of government.

May I address myself now briefly to three other projects that I believe are worthy of note at the moment. One is a project that is somewhat tied in with the Community Development Corporation project in that it is attempting to see how a solar retrofit project can operate at a neighborhood level. That is, we are attempting to see how present housing stock can be converted through the use of various solar devices to make it more energy efficient. This project, although lacking funds at the moment, could be an exciting project and most significant in terms of its value to existing housing stock in the City of Edmonton.

Another project that we are working on with the help of our volunteers is called "A Community Decision Making Project." This project, just underway, is attempting to provide some understanding, through various kinds of research on how decisions are made in the urban setting, what kind of structures and processes are used and what kind of alternative structures and processes may be utilized. Hopefully, this will provide those citizens who wish to participate with the opportunity of understanding how decisions can and are made. I expect this project will not be completed until late 1978. Finally a new project in which we are involved at the moment, the NUFOS project - New Uses for Old Structures. A group has been set up on the initiative of the Social Planning Council, which will attempt to look at how older buildings worth saving can be utilized for other uses. I am sure we are all concerned about /the heritage of our city - and what better way to show our concern than to have a group which will attempt to look at compiling an inventory of buildings in the city that can be utilized or recycled for use. I wish the group much success in the future.

I have spent the last year as Chairperson of the Larger Agencies Committee of the United Way. A concern that I had regarding the potential implications of the change in funding from a cost shared approach between the Federal and Provincial Governments to a block funding approach precipitated the request from this committee to meet at a one day conference with representatives from the Province of Alberta to determine the role of the voluntary sector in the provision of social service delivery systems in the Province of Alberta. This one day conference will attempt to bring together representatives from agencies funded under the Preventive Social Service program and various government officials who will dialogue together in attempting to see how the voluntary sector can play a role in the planning and delivery of social services now that the province will have the major responsibility of allocating federal funds under a block funding scheme. I cannot impress upon you enough the potential effect this new approach can have on the voluntary sector. I think it is essential that we not only begin the dialogue but maintain the dialogue in the future. I trust the Social Planning Council will continue to make its influence felt in this most critical area.

Before completing the section of my report relating to major projects of the Social Planning Council during the past year it would be irresponsible to not make note of the tremendous influence our volunteer program has had on our ability to respond to a greater number of projects. I have already mentioned this in my report but I wish to reiterate that the dedication, the patience, the time and effort provided by our volunteers to the Social Planning Council, has had tremendous beneficial effects

effects for all concerned. Not only have we profitted from their time and effort, but we are hopeful that when they return to their own communities the volunteers will have the necessary tools to provide their community with an additional human resource.

Because of the belief that agencies, in a time of restraint, need to work more closely together in the sharing of resources, a committee was set up to look at a potential common housing scheme that would allow various agencies to be housed under one roof. The outcome of the deliberations in this area has resulted in somewhat of a trial marriage. That is, the Social Planning Council along with the Rape Crisis Centre and the United Way of Edmonton and area will be moving into the fourth floor of the Baker Building in the summer of 1978. It is hoped other agencies will join us in the future. It is noteworthy that the Society for Retired and Semi-Retired will also be occupying the main floor of that particular building. I see that the future of agencies in terms of their housing lies in such projects. I am hopeful the Social Planning Council will take the lead in looking at the possibility of a community services building either being built or leased during the next five years. The benefits of such a project far outweigh the disadvantages and I feel that we all must do our part to cut down on administrative costs for our agencies, if they are going to remain effective during this period of restraint. I commend the Board of the Social Planning Council for recommending that the Council move this coming summer. I trust the relationship with the other agencies will not only be enhanced but the cost savings will provide an incentive for other agencies to become involved at a later date. And so, on to the future.

What does the future hold for the Social Planning Council? I suspect it holds some of the following ingredients. I am concerned about the lack of awareness that we have with regards to the needs of those people we classify as ordinary citizens. For the most part, they are not informed and, furthermore, do not have access to information that directly affects them. Policies are made which do have an impact on the community and yet there is little understanding as to what effects that policy has until it brings about a reaction or precipitates confrontation. I see one of the roles of the Social Planning Council in the future of beginning to take a look at policy analysis, policy development, jointly, I trust, with the City of Edmonton and perhaps the Province of Alberta, but not alone - certainly in terms of attempting to understand the implications of various actions that are undertaken in terms of policy development. The Social Planning Council must continue to provide resources to the community it purports to serve but I would suggest that this support should also include the capability of policy analysis. Certainly community groups need the opportunity to express their wishes and desires to the decision makers. They

must however, be given the necessary information so that they have some understanding of the effect of their negotiations with the City and furthermore the effect that their decisions might have on the community as a whole. That means that a large amount of the Social Planning Council's resources must be geared towards research around various policy alternatives, and research into the major issues that continue to emerge in a rapidly expanding city and economy. Furthermore, the Social Planning Council has a responsibility it seems to me, to make sure its membership is aware of the implications of various social policies that are being developed, particularly with regard to the implications that these policies have for the future of our country. I am afraid that there is the increasingly disturbing attitude of putting our province in a different category than the rest of the provinces in the country. If we are to survive as a country, we must have an awareness of the effect that various policies have across not only our city, not only our province, but across our country as well. Secondly, I see the Social Planning Council continuing to increase its ability to provide community development resources to neighborhood groups. Certainly it seems to me that if we are to meet the needs of communities we can do so most effectively at the neighborhood level. We will have to co-operate because of the lack of our own resources, with a number of agencies and organizations who have the capability to work co-operatively with us at the neighborhood level. This combination of research and community development gives the Social Planning Council an effective one-two punch to bring about the necessary awareness at the neighborhood level of the importance of people participating in our democratic process. There is no question in my mind that much work needs to be done in the next year on bringing about the necessary awareness with our funders with regards to not only what the Social Planning Council is all about but why it needs to provide these particular services to the constituency. The Social Planning Council is rapidly reaching its fortieth birthday. It has over the last number of years to the needs expressed in the community - both on a city wide level and more recently at the neighborhood level. It began, as many of you know, as an organization at the made up of representatives from various organizations who were attempting to fill social service gaps in the community. It then shifted its emphasis to a representative group of those agencies as they attempted to get a better deal for social services that were being provided in the City of Edmonton. Following the introduction of various programs by the provincial government in the social services field the Social Planning Council began to look at the provision of various kinds of research regarding social services and as we approached the 1970's it began to take a look at its role as a community development facilitator. Undoubtedly, social service planning now is firmly entrenched in the province of Alberta's Social Services Department and in terms



of the voluntary sector, the Planning Department of the United Way. This allows the Edmonton Social Planning Council to begin to take a look at community development related to the various social problems that abound in our city and at social policies which would address themselves to the basic social problems that we face. Certainly we do not have, nor do we desire the necessary resources to look at each specific social issue that has emerged during the past decade. We do however, have the expertise, and, I believe, the mandate, to look at getting at the basic social problems that face those people residing in the City of Edmonton. Ladies and Gentlemen -- you have the job of persuading our funders that the job needs to be done and furthermore that the Social Planning Council requires the necessary dollars to make it happen. If you do not take up this challenge I am afraid for the future of not only our agency, but also the voluntary sector.

The voluntary sector is being increasingly asked to justify and identify its accountability to the general public. I am in full agreement with those who say that voluntary agencies should be accountable to the constituency they serve. I am disturbed however, by certain trends that appear to be developing in our country today. Former National Revenue Minister Joe Guay circulated a month ago, an information circular which instructs agencies to cease indulging in political activities. Agencies which ignore the circular will lose their right to issue tax deduction receipts for charitable donations. Political activities, states the Revenue Department comprise any and all activities designed to "influence the policy making processes of any level of government". By way of an example the department explains that this definition includes: "an organization formed to promote temperance by securing legislation to reduce the consumption of alcohol (even though the courts have held the promotion of temperance otherwise as a charitable object)". Charitable organizations may present briefs to parliamentary committees and to royal commissions, "provided that it (the organization) does not undertake a program to promote its recommendations". As well, organizations may speak to M.P.'s provided that "they do not attempt to influence legislation". To the average citizen who gives time and money to support voluntary organizations, such activities are both necessary and worthwhile. It is a certainty that opportunities and campaigns for better day care, better allowances, various policies regarding employment opportunities and so on, better life for the elderly, get done only if organizations can present briefs to the government. This kind of attitude, that is of trying to muzzle the voluntary sector, can only have, in my estimation, a detrimental effect on the effectiveness of the organizations in the future. Furthermore, those of us who depend on the very small amount of

dollars to carry out our work have reason to be very frightened and concerned about this kind of attitude that seems to be prevailing at our senior level of government.

Because of public pressure, this circular is now being revised - and rightly so. I would suggest to you, the membership of the Edmonton Social Planning Council, that much must be done in the next few years to ensure not only the continuance of the activities of the Edmonton Social Planning Council but indeed the continuance of the influence and activities related to the voluntary sector. Your support, your involvement, your time is needed more than ever before. I trust that the Board in the coming year will address itself to the most appropriate involvement of those of you who are concerned about the future of the voluntary sector. I am not painting a picture of gloom. Obviously I see much hope for what can be done by organizations such as the Social Planning Council and I am also aware of the realities that face us on a day to day basis. These realities mean that more and more we will depend on the volunteers connected with our volunteer organizations to perform tasks that have been previously undertaken by professional staff. This is not a gloomy picture. I see this as being a positive sign. I trust that many of you will be ready to get off the bench and join the team!

And now a chance to say THANK YOU. The Social Planning Council could not have continued this year without the financial aid and support of the United Way of Edmonton and area, the City of Edmonton through a Social Services grant and the Junior League of Edmonton, who provided funds for two years so that a planner could devote some of his time and skills towards development of a research program at the Social Planning Council. I would also like to thank those volunteers who have spent so much of their time and energy at the Social Planning Council during the past year. You have added not only to the stature of the Social Planning Council, but you offered me the kind of support that is required to get the job done.

The Board of Directors have been a source of support for me during the past year. I do not want to single out too many people because so many have given their time and energies to the Council, but may I have the privilege of singling out our President, Mrs. Mary Louise Marino, who when presented with the challenge of seeing whether the Social Planning Council would survive accepted the challenge with gusto, with warmth, with compassion, and with the understanding of how important a Social Planning Council is to the life of a city. She has provided the Board, the staff, and myself with much support, with a great deal of enthusiasm and with a competence that has been a real joy to all of us. I know she will be

missed by the Social Planning Council and I hope that upon her return after a year's absence, she will once again provide the Social Planning Council with the benefit of her experience and her self. Finally, may I say thank you to the staff. I have been fortunate to have had with me since coming to the Social Planning Council, Sue Arrison and Linda Duncan. I have also had the opportunity to have worked for two years now with Mike Burns. All three have, and continue to provide the Social Planning Council with competence that is unrivaled in the City of Edmonton. I also want to pay tribute to two loyal, warm and competent individuals in our office, namely Rose French and Sharon Borschyk. They have been with the Council for many years. They have seen issues come and go, staff come and go, and yet they remain true supporters of the Social Planning Council. I could not have done the job without them. To Lorie McMullen, who came on our staff this year on a part-time basis, which as most of you know is the best bargain a voluntary agency can get, I say thank you for a job well done in the co-ordination of our volunteers. Lorie has also contributed so much in the training of volunteers of those organizations with whom we have been involved. She has been a tremendous asset to the Social Planning Council.

To my successor, Alan Shugg, I say welcome! I know that the organization that I am leaving will provide you with many frustrations and many disappointments, but it will provide you with some feelings of self worth, feelings of accomplishments, some feelings of happiness, feelings that will carry you through many of the trials that you will face in the years to come. Welcome to Edmonton and the Social Planning Council.

Thank you to each and every one of you for giving me the opportunity to work with the Edmonton Social Planning Council for three great years. It has been my pleasure.

ELWOOD SPRINGMAN  
Executive Director  
Edmonton Social Planning Council

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## VOLUNTEER PROGRAM SURVEY

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The Volunteer Program is based on the belief that individuals can be "educated" to become more effective resource people in their own communities. This education encompasses opportunities, both in theory and in practical experience for:

- 1) skill development in areas of community organization, citizen involvement, research techniques, understanding and utilizing various resources, etc.;
- 2) exploring and testing existing values and philosophies relating to citizen participation, democratic principles, the environment, etc.;
- 3) increased confidence and competence and a feeling of self-worth;
- 4) personal growth.

The Edmonton Social Planning Council provides for the volunteer a framework of individual and group support as well as supervised involvement in Council projects. There are also monthly educational seminars as part of the program and the volunteer is encouraged to participate in other related learning experiences in the community.

The responsibilities of the half-time Volunteer Co-ordinator include:

- planning the program, with staff and volunteers;
- recruiting, interviewing and screening volunteers;
- orientation of volunteers to the Council and its activities;
- orientation of other staff to the volunteer program;
- negotiating expectations (informal contract) between individual volunteers and the Council;
- placing of volunteers in specific projects;
- arranging for "in house" educational seminars;
- keeping staff aware of the volunteers' needs and ways in which a volunteer may be most effectively utilized;
- on-going contact and support for the individual volunteer;
- evaluation of volunteers, the program and involvement of other staff on a periodic basis.

As part of an interim evaluation, several volunteers were asked to describe how they perceived their community involvements or attitudes and awareness had changed because of their volunteer training with the Council. In other words, what kind of impact were they having on their community? The following comments were among those made:

"I have been able to hold better meetings, get more done and had better participation by those attending."

"Time is spent in a more effective manner; that's very satisfying to me."

"I will be less frustrated because I have learned how slow change is."

"I'm not doing more, but have a better understanding of what I am doing and why."

"I must be seen to be more aware and competent because I have been asked to accept a greater leadership role in my community."

"Volunteers are made to feel important and this gives me more confidence to tackle other commitments."

"I appreciate being able to understand a philosophy and put it into action in practical terms (e.g. - planning a conference)."

"I can identify with the concerns of others."

"I am better prepared to work with other volunteers successfully,"

"During this past Civic Election, I worked for my candidate because I understood and supported her philosophies rather than just because I believed in her as a person."

"I have a greater ability to help people express concerns and mobilize to resolve them without confrontation (e.g., parents unhappy about attitudes of hockey coach)."

"The staff accepted and valued me and my ideas so I had confidence to move out into the community."

It would seem evident that there is an impact being made by our volunteers, and that they feel very positive about their experiences. The program is continuing and our commitment to its philosophy is increasing.

Mrs. Lorie McMullen,  
Volunteer Co-ordinator  
Edmonton Social Planning Council.

February 13, 1978.

C O M M U N I T Y I N V O L V E M E N T

SERVICES PROVIDED TO FOLLOWING GROUPS, ORGANIZATIONS, COMMITTEES

CANADIAN COUNCIL ON SOCIAL DEVELOPMENT

Committee Member	30 hrs.
Workshop Facilitator	8 hrs.

CITY OF EDMONTON

Technical Advisory Committee on Housing (Committee Member)	20 hrs.
Citizen Participation Review Committee (Committee Member)	28 hrs.

OLIVER SOCIAL ACTION COMMITTEE

Consultant	20 hrs.
Workshop Leader	10 hrs.

M. E. LaZERTE HIGH SCHOOL

Project Consultant	6 hrs.
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ROBERTSON-WESLEY UNITED CHURCH

Workshop Leader	10 hrs.
Keynote Speaker	2 hrs.
Guest Panelist	2 hrs.

EDMONTON ASSOCIATION FOR CONTINUING EDUCATION

Committee Member	4 hrs.
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AD HOC COMMITTEE ON CITIZEN PARTICIPATION

Committee Member	20 hrs.
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RAPE CRISIS CENTRE

Workshop Leader	10 hrs.
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ALBERTA HOUSING ADVISORY COUNCIL

Member	5 hrs.
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CALDER ACTION COMMITTEE

Workshop Leader	6 hrs.
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CANADIAN CONFERENCE ON PUBLIC PARTICIPATION

Planning Committee Member	14 hrs.
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ALBERTA ASSOCIATION FOR CONTINUING EDUCATION

Workshop Leader	4 hrs.
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ACADIA HOUSE

Workshop Leader	10 hrs.
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<u>LARGER AGENCIES COMMITTEE OF UNITED WAY</u>	
Chairperson	20 hrs.
<u>MONTROSE COMMUNITY LEAGUE</u>	
Workshop Leader	10 hrs.
<u>CANADIAN CONFERENCE ON SOCIAL IMPACT ASSESSMENT</u>	
Co-sponsor (Planning Committee Member)	10 hrs.
<u>EDMONTON VOLUNTARISM CONFERENCE</u>	
Planning Committee Member	15 hrs.
<u>ALBERTA ASSOCIATION FOR YOUNG CHILDREN</u>	
Workshop Leader	4 hrs.
<u>ALBERTA HUMAN RIGHTS AND CIVIL LIBERTIES ASSOCIATION</u>	
Consultant	2 hrs.
<u>NATIONAL COUNCIL FOR JEWISH WOMEN</u>	
Guest Speaker	2 hrs.
<u>EDMONTON AND AREA VOLUNTARISM COMMITTEE</u>	
Committee Member	30 hrs.
<u>SHAPE-UP ALBERTA</u>	
Provincial Committee Member	6 hrs.
<u>NORWOOD COMMUNITY SERVICE CENTRE</u>	
Workshop Leader	10 hrs.
<u>ALBERTA ASSOCIATION OF SOCIAL WORKERS</u>	
Guest Panelist	10 hrs.
<u>GRANT MacEWAN COMMUNITY COLLEGE</u>	
Workshop Leader	10 hrs.
Consultant (Program)	7 hrs.

TOTAL: 345 hrs.

TOTAL COST: \$3,191.00

Elwood Springman

Executive Director

EDMONTON SOCIAL PLANNING COUNCIL

February 6, 1978

<u>COMMUNITY OF OLIVER GROUP</u>	
consultation, research, organization	500 hrs. (over 3 years)
<u>UNIVERSITY AREA PRESERVATION GROUP</u>	
consultation	50 hrs.
<u>PAUL KANE SCHOOL</u>	
educational seminar	4 hrs.
<u>CANADA WORLD YOUTH</u>	
educational seminar	4 hrs.
<u>INNER-CITY COMMUNITIES FOR INFORMED CITIZENSHIP</u>	
research, information	60 hrs.
<u>COMMUNITIES ALONG RAPID TRANSIT (CART)</u>	
consultation	15 hrs.
<u>BEVERLY CITIZENS GROUP</u>	
consultation, research, information	40 hrs.
<u>GRIERSON ESTATES 125 AVENUE ADVISORY GROUP</u>	
consultation	40 hrs.
<u>CASTLEDOWNS PLANNING COMMITTEE</u>	
consultation	4 hrs.
<u>EREHWEMOS</u>	
information exchange	6 hrs.
<u>POST-HABITAT COMMITTEE</u>	
member, organization	30 hrs.
<u>COMMUNITAS</u>	
information exchange, resource sharing, joint projects	100 hrs.
<u>U.R.G.E.</u>	
consultation, research	20 hrs.
<u>CITIZEN TASK FORCE ON GENERAL PLAN REVIEW</u>	
research, consultation	100 hrs.
<u>EDMONTON REGIONAL PLANNING COMMISSION</u>	
information exchange	10 hrs.



<u>CITY PLANNING DEPARTMENT</u>	
information exchange	100 hrs.
<u>GRANT MacEWAN COMMUNITY COLLEGE</u>	
consultation, supervision, education and evaluation of students	150 hrs.
<u>COMMUNITY DEVELOPMENT M. A. PROGRAM, UNIVERSITY OF ALBERTA</u>	
consultation, supervision, education and evaluation of students	40 hrs.
<u>B.S.W. PROGRAM, UNIVERSITY OF CALGARY</u>	
consultation, supervision and evaluation of students	30 hrs.
<u>OTTAWA SOCIAL PLANNING COUNCIL</u>	
consultation, information	15 hrs.
<u>CHINESE GRADUATE ASSOCIATION, UNIVERSITY OF ALBERTA</u>	
consultation, coordination and organization	10 hrs.
<u>PARKDALE CONCERNED CITIZENS</u>	
consultation	20 hrs.
<u>COMMUNITY FORUM, CANADA</u>	
information exchange, consultation	6 hrs.
<u>EARL BERGER LTD.</u>	
information, consultation	8 hrs.
<u>CALDER ACTION COMMITTEE</u>	
consultation	20 hrs.
<u>DEPARTMENT OF MUNICIPAL AFFAIRS, PROVINCIAL GOVERNMENT</u>	
grant requests, information exchange	20 hrs.
<u>DEPARTMENT OF ENVIRONMENT, PROVINCIAL GOVERNMENT</u>	
liaison	20 hrs.
<u>CITY SOCIAL SERVICE DEPARTMENT</u>	
information exchange	40 hrs.
<u>CITY ENGINEERING AND TRANSPORTATION DEPARTMENT</u>	
consultation, information exchange	10 hrs.
<u>SECRETARY OF STATE, FEDERAL GOVERNMENT</u>	
grant request	10 hrs.

DEPARTMENT OF MANPOWER AND IMMIGRATION, FEDERAL GOVERNMENT

grant requests 16 hrs.

C.B.C.

consultation, information, referrals 20 hrs.

C.F.R.N.

information and referrals 8 hrs.

EDMONTON JOURNAL

information and referrals 20 hrs.

LEGAL RESOURCE CENTRE, DEPARTMENT OF EXTENSION, UNIVERSITY OF ALBERTA

information exchange and joint projects 30 hrs.

URBAN STUDIES, DEPARTMENT OF EXTENSION, UNIVERSITY OF ALBERTA

information exchange, joint projects 30 hrs.

DEPARTMENT OF DRAMA, UNIVERSITY OF ALBERTA

information exchange, liaison and joint project 50 hrs.

COMMUNITY PLANNING ASSOCIATION OF CANADA

grant request 6 hrs.

GROAT ESTATES RESIDENTS ASSOCIATION

PARKDALE COMMUNITY

CROMDALE COMMUNITY

SERUCE AVENUE COMMUNITY

NORWOOD COMMUNITY

RIVERDALE COMMUNITY

ROSSDALE COMMUNITY

CLOVERDALE COMMUNITY

QUEEN MARY PARK COMMUNITY

ALBERTA AVENUE-EASTWOOD COMMUNITY ASSOC.

WEST INGLE COMMUNITY ASSOC.

WESTMOUNT COMMUNITY

BOYLE STREET COMMUNITY

McCAULEY COMMUNITY

McKERNAN COMMUNITY

STRATHCONA COMMUNITY

PARK ALLEN COMMUNITY

QUEEN ALEX COMMUNITY

CANORA COMMUNITY

information, consultation, coordination 300 hrs.

PLANNING ACT TASK FORCE

organization, coordination, research 60 hrs.

<u>HISTORIC SITES BRANCH, CULTURE, PROVINCIAL GOVERNMENT</u>	
information exchange	10 hrs.
<u>EDMONTON ASSOCIATION FOR CONTINUING EDUCATION AND RECREATION</u>	
consultation, funding proposals	40 hrs.
<u>UNITED WAY OF EDMONTON AND AREA</u>	
consultation, funding proposals	24 hrs.
<u>WEST 10</u>	
consultation	8 hrs.
<u>CANADIAN COUNCIL ON SOCIAL DEVELOPMENT</u>	
consultation	4 hrs.
<u>JUNIOR LEAGUE OF EDMONTON</u>	
volunteers, reports, program proposal	80 hrs.
<u>PARKDALE CONCERNED CITIZENS</u>	
consultation, organization, education, transactive planning	100 hrs.
<u>DEV-COR TECHNICAL SERVICES</u>	
consultation	14 hrs.
<u>HUMANS ON WELFARE</u>	
consultation	14 hrs.
<u>URBAN REFORM GROUP OF EDMONTON</u>	
consultation	4 hrs.
<u>WEST EDMONTON SENIORS</u>	
consultation, report	
<u>GARNEAU PLANNING COMMITTEE</u>	
consultation	8 hrs.
<u>INNER-CITY COMMUNITIES FOR INFORMED CITIZENSHIP</u>	
consultation	8 hrs.
<u>CALDER ACTION COMMITTEE</u>	
consultation, volunteer supervision	40 hrs.
<u>COMMUNITIES ALONG RAPID TRANSIT (CART)</u>	
consultation	

<u>PARKDALE COMMUNITY</u>	
<u>NORWOOD COMMUNITY</u>	
<u>RIVERDALE COMMUNITY</u>	
<u>ROSSDALE COMMUNITY</u>	
<u>CLOVERDALE COMMUNITY</u>	
<u>QUEEN MARY PARK COMMUNITY</u>	
<u>ALBERTA AVENUE-EASTWOOD COMMUNITY</u>	
<u>CANORA COMMUNITY</u>	
information, consultation	80 hrs.
<u>COMMUNITAS</u>	
consultation, information sharing	8 hrs.
<u>S.T.O.P.</u>	
consultation, information sharing	4 hrs.
<u>FULTON PLACE DAY CARE CENTRE</u>	
chairing workshop	5 hrs.
<u>AID SERVICE</u>	
liaison, information exchange	2 hrs.
<u>CANADIAN COMMITTEE ON VOLUNTARISM</u>	
conference, written submission	20 hrs.
<u>SOCIETY FOR THE RETIRED AND SEMI-RETIRED</u>	
research, consultation, written submission	4 hrs.
<u>CANADIAN COUNCIL ON SOCIAL DEVELOPMENT</u>	
consultation	4 hrs.
<u>UNIVERSITY OF ALBERTA, COMMUNITY DEVELOPMENT PROGRAM</u>	
information, consultation	16 hrs.
<u>UNIVERSITY OF ALBERTA, URBAN STUDIES, DEPARTMENT OF EXTENSION</u>	
resource sharing	16 hrs.
<u>UNIVERSITY OF CALGARY, FACULTY OF ENVIRONMENTAL DESIGN</u>	
consultation, research, information exchange	4 hrs.
<u>CITY OF EDMONTON, SOCIAL SERVICE DEPT. (PLANNING DIVISION)</u>	
consultation, workshops	16 hrs.
<u>CITY OF EDMONTON, PLANNING DEPARTMENT</u>	
consultation, organization	16 hrs.

<u>GOVERNMENT OF ALBERTA, SOCIAL SERVICES AND COMMUNITY HEALTH (RESEARCH AND PLANNING)</u>	
consultation, research	8 hrs.
<u>GOVERNMENT OF ALBERTA, MUNICIPAL AFFAIRS</u>	
consultation, grant requests	4 hrs.
<u>GOVERNMENT OF ALBERTA, HOUSING AND PUBLIC WORKS</u>	
consultation	4 hrs.
<u>GOVERNMENT OF CANADA, MINISTRY OF STATE FOR URBAN AFFAIRS</u>	
consultation, liaison	4 hrs.
<u>GOVERNMENT OF CANADA, DEPARTMENT OF HEALTH AND WELFARE</u>	
grant request, consultation, lobby	24 hrs.
<u>GOVERNMENT OF CANADA, DEPARTMENT OF MANPOWER AND LABOUR</u>	
consultation, grant request	4 hrs.
<u>GOVERNMENT OF CANADA, SECRETARY OF STATE</u>	
grant requests	16 hrs.
<u>GOVERNMENT OF CANADA, CENTRAL MORTGAGE AND HOUSING CORPORATION</u>	
consultation, information exchange	8 hrs.
<u>COMMUNITY INCOME TAX SERVICE</u>	
consultation, research, organization, meeting space	
<u>M. E. LaZERTE HIGH SCHOOL</u>	
consultation	6 hrs,
speaking, teaching, meeting space	3 hrs.
<u>EDMONTON REGIONAL PLANNING COMMISSION</u>	
consultation, research, information exchange	10 hrs.
<u>COMMUNITY FORUM CANADA</u>	
consultation	4 hrs.
<u>C.B.C.</u>	
research, presentation, consultation	5 hrs.
<u>ALBERTA ENERGY COALITION</u>	
organization, evaluation, meeting space, consultation	3 hrs.
<u>CONCERNED CITIZENS OF MONTROSE-NEWTON</u>	
consultation, research, organization	5 hrs.

<u>EDMONTON VOTERS ASSOCIATION</u>	
typing, consultation	4 hrs.
<u>ALBERTA HUMAN RIGHTS AND CIVIL LIBERTIES ASSOCIATION</u>	
rental of office space, meeting space, information exchange	3 hrs.
<u>URBAN REFORM GROUP OF EDMONTON</u>	
meeting space, consultation, coordination	5 hrs.
<u>ADVISORY COUNCIL ON THE STATUS OF WOMEN</u>	
contact person, information exchange, consultation	30 hrs.
<u>GARNEAU PLANNING COMMITTEE</u>	
consultation	5 hrs.
<u>BEVERLY CITIZENS GROUP</u>	
information, consultation	5 hrs.
<u>COMMUNITAS</u>	
consultation, information sharing	5 hrs.
<u>S.T.O.P.</u>	
consultation, information sharing, support, joint cooperation in project	50 hrs.
<u>ALBERTA ENERGY COALITION</u>	
resource, information exchange, consultation	10 hrs.
<u>COMMITTEE FOR JUSTICE AND LIBERTY, EDMONTON AFFILIATE</u>	
information exchange	5 hrs.
<u>SHERWOOD PARK BUSINESS AND PROFESSIONAL WOMEN</u>	
consultation, speaking engagements	10 hrs.
<u>AID SERVICE</u>	
liaison, information exchange	10 hrs.
<u>CANADIAN BAR ASSOCIATION, EDMONTON BRANCH, ENVIRONMENTAL LAW SECTION</u>	
research, consultation	40 hrs.
<u>M. R. L. PLANNED ENVIRONMENTS LTD.</u>	
consultation, information exchange	2 hrs.
<u>CANADA COUNCIL, THEATRE DIVISION</u>	
information exchange, grant requests	3 hrs.

<u>COMMUNITY PLANNING ASSOCIATION OF CANADA</u>	
member	
<u>UNIVERSITY OF ALBERTA, URBAN STUDIES, DEPARTMENT OF EXTENSION</u>	
resource sharing	10 hrs.
<u>UNIVERSITY OF ALBERTA, DEPARTMENT OF HOME ECONOMICS</u>	
consultation, information exchange	30 hrs.
<u>UNIVERSITY OF ALBERTA, FACULTY OF LAW</u>	
development of contacts, information exchange, project assistance	10 hrs.
<u>UNIVERSITY OF ALBERTA, DEPARTMENT OF DRAMA</u>	
consultation, joint cooperation of projects	40 hrs.
<u>UNIVERSITY OF CALGARY, FACULTY OF ENVIRONMENTAL DESIGN</u>	
consultation, research, information exchange, student placement	5 hrs.
<u>UNIVERSITY OF CALGARY, FACULTY OF LAW</u>	
information exchange	2 hrs.
<u>CITY OF EDMONTON, PLANNING DEPARTMENT</u>	
consultation, organization	2 hrs.
<u>CITY OF EDMONTON, POLICE DEPARTMENT</u>	
consultation, workshop	4 hrs.
<u>GOVERNMENT OF ALBERTA, SOCIAL SERVICES AND COMMUNITY HEALTH</u>	
consultation	1 hrs.
<u>GOVERNMENT OF ALBERTA, MUNICIPAL AFFAIRS</u>	
consultation, grant requests, information exchange	2 hrs.
<u>GOVERNMENT OF ALBERTA, EDMONTON REGIONAL PLANNING COMMISSION</u>	
information exchange	5 hrs.
<u>GOVERNMENT OF ALBERTA, DEPARTMENT OF THE ENVIRONMENT</u>	
liaison, grant request, information exchange	20 hrs.
<u>GOVERNMENT OF CANADA, MINISTRY OF STATE FOR URBAN AFFAIRS</u>	
consultation, grant request, liaison	5 hrs.
<u>GOVERNMENT OF CANADA, DEPARTMENT OF HEALTH AND WELFARE</u>	
grant request, consultation	2 hrs.

GOVERNMENT OF CANADA, DEPARTMENT OF MANPOWER AND LABOUR

consultation, grant request, coordination of students

GOVERNMENT OF CANADA, SECRETARY OF STATE

grant requests, information exchange 5 hrs.

GOVERNMENT OF CANADA, CANADA COUNCIL

grant request 40 hrs.

GOVERNMENT OF CANADA, CENTRAL MORTGAGE AND HOUSING CORPORATION

grant request 8 hrs.

GOVERNMENT OF CANADA, DEPARTMENT OF HEALTH AND WELFARE,  
NON-MEDICAL USE OF DRUGS DIRECTORATE

facilitation of information exchange 5 hrs.

TOTAL: 2,962 hrs.

TOTAL COST: \$19,253.00

Planners: Sue Arrison  
Mike Burns  
Linda Duncan

February 27, 1978

EDMONTON SOCIAL PLANNING  
COUNCIL

NOTE: Duplications in this listing are a result of the fact that different members of the staff have been involved with the same organizations at different times and have served different functions in these contacts.



COMMUNITY INVOLVEMENT

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GROUPS, ORGANIZATIONS, ETC. WHO USED OUR  
SERVICES AND/OR FACILITIES DURING 1977.

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RAPE CRISIS CENTRE	-	Use of Boardroom, Coffee, Steno assistance.	TIME: 12 hrs/yr
CRISTMAS BUREAU OF EDMONTON	-	Office space for 6 weeks, Coffee (THEY PAY FOR THIS) Steno assistance Use of Boardroom Issuing of receipts for donations received here (Rose - Lunch hr.) Use of mailing address.	TIME: 16 hrs/yr.
URBAN MINISTRY GROUP	-	Use of Boardroom, Coffee	
DAY CARE BRANCH (City Social Services)	-	Use of Boardroom, Coffee	
COMMUNITY CORRECTIONS FOR WOMEN	-	Use of Boardroom, Coffee facilities	
McCAULEY PLANNING GROUP	-	Use of Boardroom, Coffee	
OVEREATERS ANONYMOUS	-	Use of Boardroom, Coffee facilities (THEY PAY FOR THIS)	
B.S.W. CLASS - UNIV. OF CALGARY	-	Use of Boardroom, Coffee	
HUMANS ON WELFARE	-	Use of Boardroom, Coffee Steno Assistance	TIME: 14 hrs/yr
SOCIETY FOR THE PREVENTION OF CRUELTY TO ANIMALS	-	Use of Boardroom Coffee - (THEY PAY FOR THIS)	
ALBERTA HUMAN RIGHTS ASSOCIATION	-	Use of Boardroom	
CITIZENS ADVOCACY GROUP	-	Use of Boardroom, Coffee facilities	
M. E. LAZERTE STUDENTS	-	Use of Boardroom, Coffee	
EDMONTON WOMEN'S SHELTER LTD	-	Use of Boardroom, Coffee Steno assistance Bookkeeping assistance	TIME: 5 hr/yr. TIME 2 yr/yr.
EDMONTON DAY CARE COUNCIL	-	Use of Boardroom, Coffee	

FAMILY LIFE EDUCATION COUNCIL	-	Use of Boardroom, Coffee	
CHINESE GRADUATES	-	Use of Boardroom, Coffee	
INDIAN ASSOCIATION	-	Use of Boardroom, Coffee	
S.T.O.P.	-	Use of Boardroom	
COMMUNITY OF OLIVER GROUP	-	Use of Boardroom, Coffee Steno assistance	TIME: 16 hr/yr.
OLIVER SOCIAL ACTION COMMITTEE	-	Use of Boardroom, Coffee	
ROY BONISTEEL CONFERENCE	-	Use of Boardroom, Coffee Telephone Answering Service Mailing address, Some supplies, Steno assistance	TIME: 10 hr/yr.
EDMONTON HOUSING AUTHORITY	-	Use of Boardroom, Coffee	
TENANT ADVISORY COMMITTEE	-	Use of Boardroom, Coffee	
CHIMO	-	Use of Boardroom, Coffee Steno assistance	TIME: 6 hr/yr.
ACADIA HOUSE	-	Use of Boardroom	
ALBERTA ASSN. SOCIAL WORKERS COMMITTEE	-	Use of Boardroom, Coffee	
WASKAHEGAN TRAIL ASSOCIATION	-	Steno Assistance	TIME: 6 hr/yr. (THEY PAY FOR PAPER AND INK)
BRANCHING OUT	-	Steno assistance Mailing address	TIME: 15 hr/yr. (THEY PAY FOR PAPER AND POSTAGE)
OPTIONS FOR WOMEN	-	Mailing address Steno assistance	TIME: 10 hr/yr.
KINDRED HOUSE	-	Use of Boardroom, Coffee facilities	
ALBERTA AMPUTEE SKI ASSN.	-	Steno assistance	TIME: ½ hr/yr (THEY PAY FOR POSTAGE)
ACCESS ALBERTA	-	Newspaper clipping service	(PAID FOR ALL EXPENSES INCLUDING TIME)
CHARITABLE APPEALS COMMITTEE	-	Rose French (Office Mgr.)	TIME: 36 hr/yr.
CITIZENS RESOURCE MANUAL L.I.P. PROJECT	-	Steno assistance Bookkeeping service Some supplies	TIME: 15 hr/yr. TIME: 20 hr/yr.
ALBERTA STATUS OF WOMEN ACTION COMMITTEE	-	Mailing address	

January 31, 1978.

REGISTERED  
JUN 24 1977  
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 questions 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. A Board member having served two consecutive terms of office may remain off of the Board for one year and is then eligible for re-election. 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

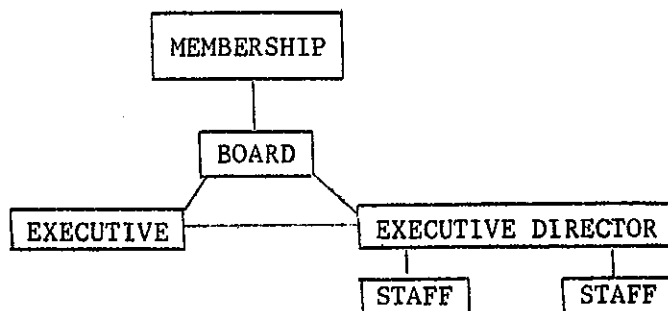
No co-ordinating Board member for the time being of the Council shall be liable for the acts, neglect or default of any other co-ordinating Board member or employee or for any other loss, damage or misfortune whatever, which may happen in the execution of the duties within the scope of his respective 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.



STRUCTURE OF DECISION MAKING PROCESSES



The By-laws of the Edmonton Social Planning Council form the basic legal definition of the responsibilities of the Edmonton Social Planning Council Board.

The Board of Directors is responsible for determining Council policies.  
The Board may delegate any of these responsibilities to an appropriate group or individual.

The jurisdiction of the Edmonton Social Planning Council includes the City of Edmonton, adjacent communities, and such other municipalities and communities as may be determined from time to time by the membership.

The Board is elected at the Annual Meeting of the Council which shall be held before May 31 of each year. The Board may call general meetings of the membership at any time providing that notice of the meeting is sent to all members at least 14 days prior to such meetings.

The Board shall consist of a core of from 10 to 15 members. The Board is responsible for the period of time between two successive Annual Meetings. The Board must meet at least six times per year, and special Board meetings may be called by the Executive providing that notice is given 14 days prior to the meeting date. Board meetings are open to all of the Edmonton Social Planning Council members, but only Board members may vote. The meetings of the Board shall be chaired by the President or by another officer in the President's absence. A quorum of the Board is 40% of its members. Questions shall be decided by a majority vote.

Terms of Board members are of a two year duration and Board members are eligible to serve two consecutive terms. At the end of two terms, members must resign for at least one year before standing as a nominee.

The Officers or the Executive

The Executive shall consist of a President and three Vice-Presidents, who are elected by the Board at the first regular Board Meeting following the Annual Meeting. In the event of death, incapacity or retirement of an officer, replacement shall be elected from the Board, by the Board, at a duly called meeting. A member of the Board may be removed by a simple majority of members at any of its duly called meetings. The duties of the Executive and the Board are to be designated by the Board (see Position Paper).

Every Board member has access to and the right to inspect Edmonton Social Planning Council books at any time. The signing officers for the Edmonton Social Planning Council shall be any two of the following: all officers and one full-time staff member.

Excerpts from:

POSITION PAPER: THE ROLE OF THE EDMONTON SOCIAL PLANNING COUNCIL'S  
BOARD OF DIRECTORS AND BOARD EXECUTIVE

(Adopted July 25, 1974)

a) The Executive's roles are as follows:

The Executive oversees the routine operations of the Council by ensuring that policy set by the Board is carried through. This may involve activities as diverse as setting salaries for staff in accordance with Board guidelines; answering routine correspondence addressed to the Board; representing the Board and Council as a whole at various functions, such as appeals for funds, public meetings, etc.

The Executive reviews the finances on a monthly basis to make sure that the budget is still appropriate and is being followed, and brings to the attention of the Board any budget changes which it feels necessary.

The Executive works with the staff to increase the productivity of the Council. It reviews staffing needs and priorities and makes recommendations to the Board regarding new or changed positions. It acts as a sounding board for the staff needs and frustrations. The Executive also keeps sensitive to the adequacy of the staff's approach and performance.

b) Leadership

The Executive performs a leadership function for the Board. It sets agendas for the Board and leads discussions so as to ensure that the Board makes policy decisions knowledgeably, carefully and expeditiously. It keeps pushing the Board to think about the host of issues, present and future, facing the Council.

The Executive is sensitive to public sentiment and funding agency policies which may adversely affect the Council. It is constantly looking for new opportunities for the Council -- in both funding and program areas.

The Executive attempts to develop new leadership in and around the Board. It actively seeks candidates for the next Board (prior to an annual meeting.)

The Executive is sensitive to the group needs and frustrations of the Board and Council members. It arranges special meetings, social events, etc., in response to these needs.

The Board reserves for itself the following functions:

- a) Setting policies as to activities of the Council so as to maximize its effectiveness. These include:
  - i) Substantive priorities.
  - ii) Degree of social change sought.
  - iii) Method of creating social change.
- b) Establishing of policy regarding salaries and other staff arrangements such as:
  - i) Contracting out.
  - ii) Leaves of absence.
  - iii) Vacations.

leaving it to the Executive Committee to administer these policies (i.e., decisions in particular cases).

- c) Defining the working relationships of the staff, Board and Executive Committee (i.e., who reports to whom).
- d) Approving annual budget, and making such budget changes as are necessary during the year.
- e) Making final decisions re: hiring and firing of planners. (These decisions will be based on recommendations of the Executive.)
- f) Seeking to promote the Council's financial health and social objectives. This may involve:
  - i) The search for new sources of income.
  - ii) A greater attempt to involve the membership in the activities of Council.
  - iii) The seeking of new members.
  - iv) More publicity for the Council's activities.

### Finances

The Executive is responsible in January for producing a minimum budget for the Board based in the approved Council's income for that year.

Any guidelines as to the budgetary items are to be subject to Board approval and to be implemented under the Executive (who may designate this responsibility to the Executive Director).

### How are we going to implement change?

The Council's Co-ordinating Committee in 1973 specified four basic areas in which social change needed to be sought. These were:

- a) a Decent Standard of Living
- b) a Humane Environment
- c) Citizen Participation, and
- d) Humane Social Controls.

Citizens' commissions were established to examine these areas, and to articulate the way in which these changes were to be implemented. From these reports, the Planning Council now has a basis by which it can evaluate potential projects; it can examine a proposed project - consider whether or not it falls within the four general areas of concern, check to see if the proposed methodology is in conflict with other goals of the Council, and then evaluate the proposed project as to yearly established priorities of the Council.

With this general framework as history, the decision making process has been as follows:

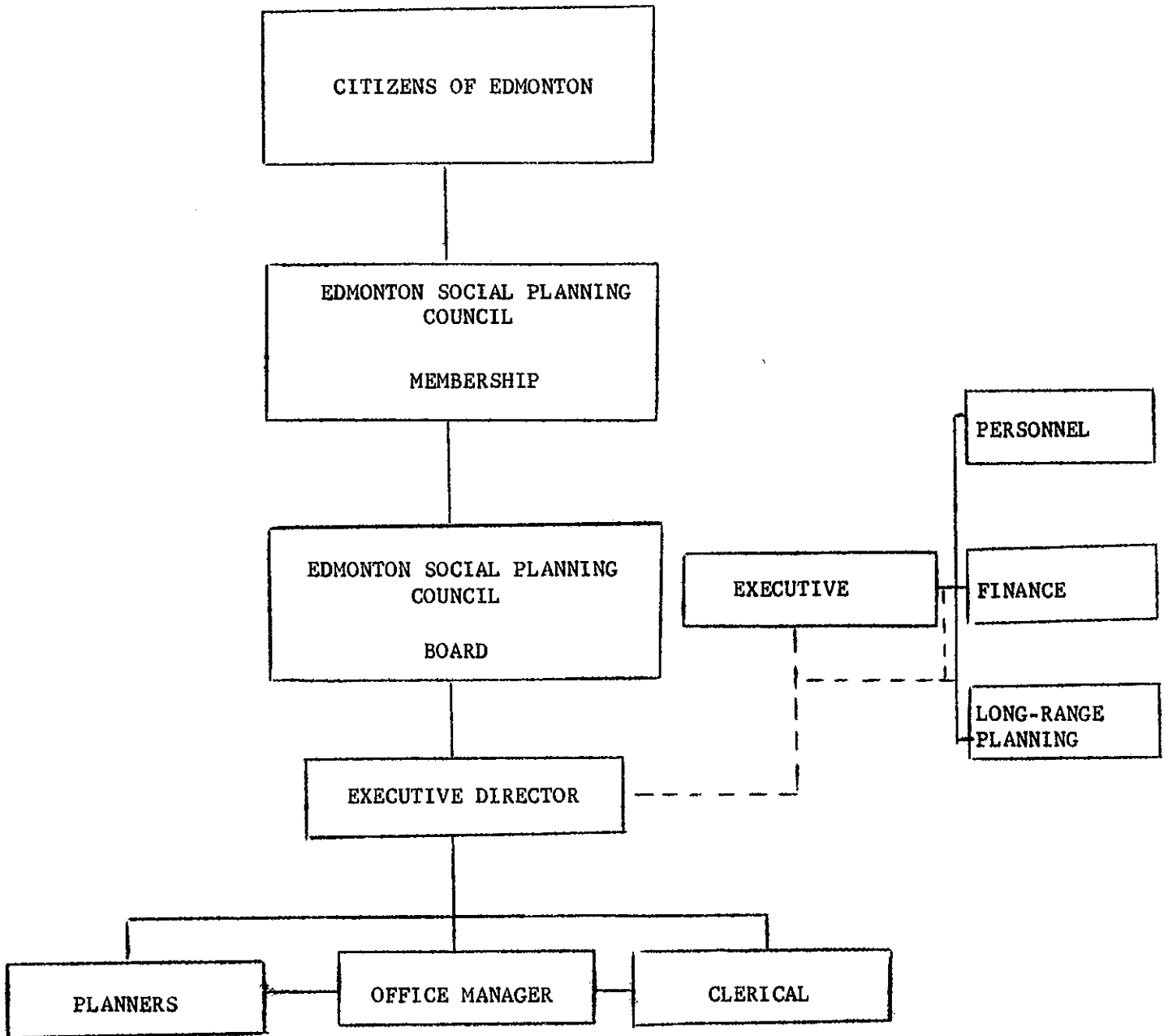
- a) Policies are discussed at the committee level (i.e., Finance, Long Range Planning, Personnel), and brought to the Board as recommendations.
- b) The Board establishes the priorities of the year.

The Executive of the Board is responsible for assuring that the priorities are implemented.

The staff discuss among themselves, under the leadership of the Executive Director, various project possibilities as to the required time allocation, the methodology and the success feasibility.

In summary, the Board is responsible for establishing policies and specific goal areas for the year within the priority framework approved by the Board. The Executive of the Board is responsible for seeing that the specific goal areas are implemented by the staff. The Executive Director is responsible for transmitting policy decisions from the Executive to the staff and from the staff to the Executive.

EDMONTON SOCIAL PLANNING COUNCIL AND ITS ENVIRONMENT



EDMONTON SOCIAL PLANNING COUNCIL

Auditors' Report

Financial Statements - December 31, 1977

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 at December 31, 1977 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, 1977 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 9, 1978

EDMONTON SOCIAL PLANNING COUNCIL

Balance Sheet  
December 31, 1977  
with comparative figures for 1976

Assets

	<u>1977</u>	<u>1976</u>
Current assets:		
Cash	\$ 682	7,791
Accounts Receivable	-	1,140
Prepaid expenses	<u>143</u>	<u>172</u>
Total current assets	825	9,103
Fixed assets, at nominal value:		
Furniture and fixtures	<u>1</u>	<u>1</u>
	\$ <u>826</u>	<u>9,104</u>

Liabilities and Surplus

Current liabilities:		
Accounts payable	\$ 600	500
Employee deductions payable	<u>1,395</u>	<u>1,392</u>
Total current liabilities	1,995	1,892
Surplus (deficit)	(1,169)	<u>7,212</u>
	\$ <u>826</u>	<u>9,104</u>

Approved:

.....

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See accompanying note.



EDMONTON SOCIAL PLANNING COUNCIL

Statement of Revenue and Expenditure  
Year ended December 31, 1977  
with comparative figures for 1976

	<u>1977</u>	<u>1976</u>
Revenue:		
Funds from:		
United Way of Edmonton and Area	\$ 75,985	61,448
The City of Edmonton	15,000	15,000
Secretary of State	7,349	-
Junior League	6,000	6,000
Access (Clipping Service)	2,554	3,318
City of Edmonton (Human Service Delivery Systems)	-	1,774
Alliance of Neighbourhood Groups	-	6,976
Interest on term deposits	-	372
Subletting space including supplies	1,271	3,092
Publication revenue	1,017	1,272
Edmonton Association for Continuing Education and Recreation	2,636	-
Total revenue	<u>111,812</u>	<u>99,252</u>
Expenditures:		
Salaries - executive	60,720	50,732
Salaries - clerical	18,576	17,190
Employees' benefits	3,228	2,303
Rent	15,600	15,600
Stationery, office supplies and printing	1,792	1,569
Maintenance of office equipment	181	186
Books and publications	437	556
Postage	890	821
Telephone and telegraph	2,211	1,790
Audit fee	650	500
Membership fees	210	110
Meeting and conference expenses	1,484	2,078
Staff recruitment	7	176
Transportation and car allowance	3,930	2,667
Insurance	353	344
Equipment	100	-
Sundry	53	66
Special projects:		
Citizen Resource Manual	11,385	-
Theatre for Community Involvement	(587)	-
Community Development Corporation	(1,027)	-
Human Service Delivery Systems	-	1,475
Miscellaneous projects	-	516
Total expenditures	<u>120,193</u>	<u>98,679</u>
Excess of revenue (expenditures) over expenditures (revenue)	(8,381)	573
Surplus at beginning of year	<u>7,212</u>	<u>6,639</u>
Surplus (deficit) at end of year	\$ <u>(1,169)</u>	<u>7,212</u>

See accompanying note.

EDMONTON SOCIAL PLANNING COUNCIL

Statement of Surplus  
Year ended December 31, 1977  
with comparative figures for 1976

	<u>1977</u>	<u>1976</u>
Surplus at beginning of year	\$ 7,212	6,639
Excess of revenue (expenditures) over expenditures (revenue) for year	<u>(8,381)</u>	<u>573</u>
Surplus (deficit) at end of year	\$ <u>(1,169)</u>	<u>7,212</u>

See accompanying note.

EDMONTON SOCIAL PLANNING COUNCIL

Note to Financial Statements  
December 31, 1977

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.

EXECUTIVE

1977/78

PRESIDENT

Mrs. Mary Lou Marino

VICE-PRESIDENT  
(CHAIRPERSON, PERSONNEL COMMITTEE)

Mrs. Margaret Souch

VICE-PRESIDENT  
(CHAIRPERSON, FINANCE COMMITTEE)

Mr. Dave Howatt

VICE-PRESIDENT  
(CHAIRPERSON, LONG RANGE PLANNING COMMITTEE)

Mr. Don Sax

PERSONNEL COMMITTEE:

Marg Souch - Chairperson  
Ellen Thompson  
Ardis Beaudry  
Sue Arrison  
Elwood Springman

FINANCE COMMITTEE:

Dave Howatt - Chairperson  
Sandi Draper  
Peter Boothroyd  
Mike Burns  
Rose French  
Mike Langstone  
Elwood Springman

LONG RANGE PLANNING  
COMMITTEE:

Don Sax - Chairperson  
Ross McPhee  
Bill Mykes  
Peter Grondin  
David Hannis  
Pat Stewart  
Linda Duncan  
Elwood Springman

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## TERMS OF REFERENCE

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### LONG RANGE PLANNING COMMITTEE

1. To look at 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.

### FINANCE COMMITTEE

1. Liaison with basic funding bodies.
2. To establish and present a yearly budget.
3. To keep tabs on our position vis-a-vis yearly budget.
4. To search out alternative sources of funding.

### PERSONNEL COMMITTEE

The Personnel Committee is a standing committee of the Board of Directors. The President and the Executive Director are ex-officio members of the Committee.

The responsibilities of the Personnel Committee are:

- a) to develop high standards of personnel policies and practices, thus enabling the Council to employ and retain competent staff.

- b) in conjunction with the Executive Committee, to advertise, examine applications, interview suitable applicants, and recommend to the Board, the appointment of the Executive Director. Following the appointment a letter outlining terms of employment shall be sent to the successful applicant.
  
- c) in conjunction with the Executive Director and appropriate Board members, to advertise, examine applications, interview suitable applicants, and recommend to the Board, the appointment of planners and clerical staff. Following the appointment a letter outlining terms of employment shall be written by the Executive Director and sent to the successful applicant.
  
- d) prepare, review, and update on a regular basis, the Personnel Manual of the Council.
  
- e) co-operate with the Executive Director in a plan for staff development.
  
- f) to bring to the Board names of persons for the Board and for membership, as determined by the needs of the Council.
  
- g) in co-operation with the staff, to oversee publicizing the work of the Council and distribution of publications.
  
- h) to investigate and recommend changes and/or additional employee benefits.
  
- i) to see that job descriptions and evaluations of each position are on file.
  
- j) to work co-operatively with the Finance Committee so that funds allocated for wages are fair and equitable.

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S T A F F

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1 9 7 7 / 7 8

Elwood Springman - Executive Director

Susan Arrison - Planner

Linda Duncan - Planner

Mike Burns - Planner

Lorie McMullen - Volunteer Co-ordinator

Rose French - Office Manager

Sharon Borschyk - Secretary

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BIOGRAPHIES OF STAFF

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ELWOOD SPRINGMAN

Following a period of seven years in the business and public sector, Mr. Springman spent six years as a community organizer and curriculum development specialist for a church in Calgary. During this time he finished his diploma in Liberal Arts from Mount Royal College in Calgary.

The next five years were spent in achieving a B.A. from McMaster University in Sociology and Urban Planning, followed by a Masters Degree in Social Work from the University of Calgary specializing in community organization and development.

In 1974, Mr. Springman accepted the position of community worker with the City of Edmonton, Social Service Department. His initial posting was to the West-10 community office. In 1975, Mr. Springman joined the Edmonton Social Planning Council as Executive Director and has remained in that position up to the present. In this capacity, he has been responsible for guiding the restructuring of the organization including staff development, board development and the initiation of a unique volunteer training program.

His activities, outside of administering the agency, have included design and conducting of various workshops, development of policy analysis, program planning, budget development and liaison with numerous agencies, organizations and governmental departments in Edmonton and throughout the Province.

He is currently a member of the Senate and Executive Board of St. Stephen's College, a member of the Provincial Committee of "Shape-up Alberta", a member of the Alberta Housing Advisory Council, a member of Internet Housing Society, a member of the Edmonton Association for Continuing Education and Recreation, and has sat as a member on numerous committees (e.g., Ad-Hoc Committee on Citizen Participation, Edmonton and Area Voluntarism Committee, Committee on Voluntarism, Canadian Council on Social Development, City of Edmonton Citizen Participation Review Committee, City of Edmonton Community Services Co-ordinating Committee).

Mr. Springman is married and has two children.

## SUSAN ARRISON

Ms. Arrison came to Edmonton fifteen years ago from southern rural Alberta where she was born in 1948. After graduating from Strathcona Composite High School in 1967, she attended the University of Alberta, completing a B.Ed. Degree in 1971.

Following a lengthy trip to Europe, Ms. Arrison returned to Canada to take a teaching position at Westminster Junior High School, Edmonton, in March 1972. With an increasing interest in community affairs and its relation to education, Ms. Arrison accepted a position as Community School Co-ordinator at Sacred Heart Community School, Edmonton, in the Fall of 1972. Her one year experience in this role sparked her desire to go back to college and increase her skills and knowledge in community development and social planning. Ms. Arrison graduated from Grant MacEwan Community College, Edmonton, in 1975 with a diploma degree in Urban Social Planning after having completed a composite of courses such as Anthropology, Sociology, Law, Economics, Political Science, Urban Design, Community Development, Social Planning, Research Design, as well as practicums at both government and community levels.

In the summer of 1975, Ms. Arrison was hired by the Edmonton Social Planning Council as a planner, working primarily as a consultant to neighborhood groups in municipal affairs and community planning.

## LINDA DUNCAN

Ms. Duncan was born and raised in Edmonton and received all of her education at the same location. Her university studies included anthropology, fine arts, French, political science and sociology. A strong interest in women's rights, Native rights and the threatened environment led Ms. Duncan to enter the Faculty of Law. Upon graduation, she articulated with a local law firm and was admitted to the Bar Association of Alberta. After several months in Europe, Ms. Duncan returned to Edmonton and accepted a position with the Attorney General's Department. She spent about one year drafting legislation.

Ms. Duncan accepted a position with the Edmonton Social Planning Council in 1975. Her work with the Edmonton Social Planning Council has included



consultation to status of women groups and neighborhood groups concerned with the preservation of their communities.

Apart from several short trips to Europe, Ms. Duncan's travel experience included a weaving study course in Guatemala, a working summer in the North-West Territories at Great Bear Lake, and a working summer in Montreal.

#### MIKE BURNS

Mike Burns, born 1947, Haileyburg, Ontario. Mr. Burns graduated 1975, Dalhousie University with a Masters Degree in Social Work, Social Planning Division, and graduated from McMaster University in 1973 with a B.A. Honors in Psychology. Relevant planning experience have included Nova Scotia Department of Social Services, Research and Planning; work on community employment strategy; Nova Scotia Department of Municipal Affairs, Halifax; and social planning input to ribbon development planning areas: Ministry of Community and Social Services, Thunder Bay; programming in relation to developmentally handicapped population. Mr. Burns joined the Edmonton Social Planning Council in March, 1976, where activities have focused on Community Development Corporation formation, volunteer programming, conference development, social research and policy analysis.

#### LORIE McMULLEN

Mrs. McMullen joined the Edmonton Social Planning Council as a volunteer in its initial program and applied for the position of Volunteer Co-ordinator when it was advertised in the summer of 1977. In addition to this half-time responsibility, she spends much time planning and facilitating various workshops for Voluntary Boards through the Council as well as independent workshops on topics relating to voluntarism and volunteer management. She is a member of the Community Committee on Voluntarism, the Volunteer Co-ordinators' group and an advisory group to Grant MacEwan College in the proposed initiation of a certification course for Co-ordinators of Volunteers.

ROSE FRENCH

Mrs. Rose French has been Office Manager of the Edmonton Social Planning Council since 1969. Responsible for office administration, work distribution and handles all incoming and outgoing finances. Sat on the Finance Committee in 1977. Mrs. French was treasurer of The Christmas Bureau of Edmonton for four years and is presently Honorary Treasurer. Sat on the Committee on Charitable Appeals for three years and is presently chairman of the committee.

SHARON BORSCHYK

Mrs. Borschyk is Stenographer-receptionist. An employee of the Edmonton Social Planning Council since 1971. Handles the greetings -- in person and on the telephone. Operates all equipment.

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V O L U N T E E R S

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Leslie Ashcroft

Ardis Beaudry

Dana Campbell

Nora Corbett

Ellie Cromie

Gerri deHoog

Betty Farrell

Liz Forseth

Donna Golightly

Ron Kemp

Gregg Neelin

Sheila Rich

Louise Rolinger

Alex Taylor

Peggy White

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S T U D E N T S

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UNIVERSITY OF CALGARY  
BACHELOR OF SOCIAL WELFARE PROGRAM:

Louise Gurry  
Eleanor Semchuk

UNIVERSITY OF ALBERTA  
MASTER OF ARTS, COMMUNITY DEVELOPMENT PROGRAM:

Rena Pinckston

GRANT MacEWAN COMMUNITY COLLEGE:

Shirley Arlt  
Diane Curry  
Shirley Kniel

1 9 7 8

UNIVERSITY OF CALGARY  
BACHELOR OF SOCIAL WELFARE PROGRAM:

Larry MacInnis