



## WAVE Committee Meeting Minutes

Tuesday, May 16, 2023  
Time: 5:30pm-8:00pm Heritage Room, City Hall

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Google Meet Link: [meet.google.com/kne-ayzv-ghh](https://meet.google.com/kne-ayzv-ghh)

Livestream Link: <https://www.youtube.com/@thewomensadvocacyvoiceofed8827/featured>

WAVE Committee Attendance: **Funmi** (she/her), **Alison** (she/her), **Del** (she/her), **Olubusola** (she/her), **Areezah** (she/her), **Echo** (they/them), **Charlotte** (she/her), **Muno** (she/her), **Tiwalade** (she/her), **Kirat** (she/her), **Maria** (she/her), **Thy** (she/her), **Elli** (she/her), **Jacqueline** (she/her), **Anita** (she/her), **Jaycee** (she/her)

City of Edmonton Attendance: **Christine** (she/her), **Courage** (she/her), **Autumn** (it/its)

Parodos: **Marliss** (she/her), **Randy** (he/him)

City Council: **Councillor Erin Rutherford** (she/her) and **Councillor Jo-Anne Wright** (she/her), **Angel** (she/her)

Regrets: **Nadia**, **Santana** (on leave), **Julianne** (on leave)

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### 1. Welcome and Introductions (5:35pm-5:50pm)

- a. Welcome to new Councillor Advisors Erin Rutherford and Jo-Anne Wright
- b. Welcome to new members Anita Cardinal and Jaycee Meneen

### 2. Land Acknowledgement (Kirat)

### 3. Approval of [April Meeting Minutes](#)

Move to adopt: Charlotte, Second: Olu

### 4. Approval of Meeting Agenda

Move to adopt: Del, Second: Jacqueline

### 5. Councillor Advisors Erin Rutherford and Jo-Anne Wright (6:00pm-6:30pm)

#### a. Councillor Updates and Discussion

- i. Introductions from everyone on WAVE and Admin



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- ii. Sexual Exploitation Awareness Week - C. Rutherford gave a proclamation acknowledging this week and can share events taking place
- iii. Councillors wanted hear about what WAVE is interested in learning more about to help collaborate with members of WAVE and Council
- iv. Question from WAVE: What are the top 3 priorities for Councillors Rutherford and Wright?
  - C. Wright shared that she represents voice for the SE and some of her priorities are mental health, houselessness
  - C. Rutherford shared that some of her priorities are: community safety, housing, climate action, waste reduction, police

### b. WAVE VFH letter sent to City Council

- i. The Policy Subcommittee with the assistance of Christine sent a letter outlining their safety, accessibility and driver training concerns and recommendations regarding the VFH Council Report
- ii. VFH Council Report will be discussed on June 13 (has been postponed) and Councillor Wright acknowledged Council received the letter and will help Council's discussions

## 6. Chair and Vice Chair Updates (6:30pm - 6:40pm)

### a. Santana on leave of absence until June:

- Everyone approves Santana taking a leave of absence

### b. Elli stepping down from the WAVE Committee at then end of May:

- Thank you Elli for all your work on WAVE
- Del asked if there are exit interviews conducted for when members leave and information shared to help ensure the sustainability of WAVE
- Funmi responded that exit interviews are conducted by the Chairs of WAVE and Admin

❖ **Action: Elli will connect with Christine to share why she is leaving and do an exit interview**



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### c. Funding projects:

- WAVE is not able to use its budget to fund or sponsor projects as it is not within WAVE'S mandate based on its bylaw
- WAVE can support organizations and partner with organizations and provide in-kind support, help promote organizations events, etc.
- An approval process for endorsing other organizations and communications process is recommended by Funmi

## 7. Administrative Liaisons Updates: (6:40pm-6:45pm):

### a. Update on Director for Social Inclusion, Social Identity Section

- Courage updated that Mike Chow is no longer Director of Social Identity and Social Inclusion at the City of Edmonton and Matthew Cheung is the Acting Director

### b. Check in with Members:

- Christine has been checking in with members to find out how things are going and if there are any challenges anyone is having on WAVE

❖ **Action: Christine will be reaching out to members to schedule a date and time to meet on a Google meet**

### c. City of Edmonton Presentations from District Planning:

- Christine recommended for the City of Edmonton's [District Planning](#) to attend the June WAVE meeting if there are no presentations and if there is time on the meeting agenda. Christine asked if there is no time on the agenda, if would be good for everyone that she set up a separate time for District Planning to to present to WAVE and those who are available on the Committee attend to share their feedback or ask any questions
- C. Rutherford asked if the Zoning bylaw area came to consult with WAVE. Zoning bylaw did not reach out the WAVE
- C. Rutherford explained District Planning is and how it encompasses the City Plan, Transit Plan- zoning rules how we build
- District planning looks at City in sections, central district, NW district, etc. and plan how to build communities within communities, infrastructure, help with understanding where we should put recreation centres, amenities



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- The projects that District Planning are currently focusing on are: Mass Transit, River Valley Planning Modernization, and Digital Signage
- Councillor Wright noted that there was Public feedback for the Zoning Bylaw, they are writing a paper on equity and there will be a Public hearing in October so there is still time to provide feedback

d. **Committee Bonding social event:**

- Christine asked if everyone would like to do a social bonding event to help with team building

❖ **Action: Charlotte is organizing one at the end of June and will send everyone an invitation**

8. **Social Media Updates (6:45pm-7:05pm) (Parodos):**

a. **Twitter**

- Marliss and Randy discussed WAVE's Twitter, there are currently 5K followers and the last post was in December 2022. Twitter reaches a different audience. Does WAVE wish to go back and be active on Twitter?
- The Committee broke out in small groups and discussed their thoughts about Twitter and shared their cons and pros
- Questions about trolls and past experiences with dealing with trolls and those who attack WAVE with inappropriate comments
- Vote on posting on WAVE's Twitter account: 10 in favor of posting on Twitter again

❖ **Action: Parodos will start posting WAVE's Twitter**

9. **Indigenous Learning Moment (7:05pm-7:20pm) (Charlotte):**

a. **Read and discuss the ideas brainstormed during the last Committee meeting - [See Attachment](#)**

- Choose top 3 that you think WAVE should focus on from the list

❖ **Actions:**

❖ **R&A will discuss at their next meeting and discuss action and bring back at the June WAVE meeting**



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- ❖ [Review the Council Report on TRC](#), C. Wright shared report that was discussed at City Council
- ❖ [Feasibility on Restorative Justice](#), C. Wright shared report that was discussed at City Council

### 10. Subcommittee Updates: (7:20pm-8:00pm)

#### a. Executive Subcommittee Update (Funmi)

##### WAVE's Governance (15 minutes discussion):

- I. How do you think WAVE should be governed, Chair, Co-Chair model, subcommittees?
  - Committee shared their thoughts on WAVE's governance: Transparency and lack of communication has been an issue and not sure if can contribute in a meaningful way, collective leadership model, need to look at what is working and not working, what are the objectives
  - Is it a situation where the workload is too much and how can we address it? Shorter terms, considering a co-chair model, utilizing the executive committee to help the work of the Chair/Vice chair
  - Consider co-chair model for the Committee, incorporate ways of making decisions - circles, improving decision making
  - Robert Rules - are we using it properly? Is there way to have better consensus building at our meetings, confusion on Chair, Vice Chair or Co-Chair, we need to address burnout and also approaching members who are not as busy on WAVE to help with the work

- ❖ **Action: Funmi will take feedback to the Executive Committee and have a discussion on how to approach WAVE's governance and what ideas to consider implementing**

#### b. Projects (Co-Chairs: Maria, Areezah):

- I. Recap of May 9, 2023 meeting with Salima Ebrahim and Lisa Holmes, it was a great meeting learning about their careers and personal journeys navigating their jobs and careers
- II. Question was asked by Lisa and Salima - How can they help WAVE's priorities to connect with other levels of government and if there is anything they can do to help get through the bureaucracy and what kinds of changes does WAVE



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wish to see at the City of Edmonton. Email Areezah and Maria if you have any feedback to share

- III. Fall Panel Series in the fall - if anyone has ideas on speakers to invite speakers. The themes are: STEM, Entrepreneurship, Academia, Arts and Culture, non-profit.
- What is the criteria for inviting a speaker?
  - Looking for women and gender diverse speakers and be from Edmonton
  - Randy recommended if we can record the speakers panel this could be shared as a podcast

❖ **Action: Please share your ideas by the end of the week**

- IV. Website update from Autumn who shared the website and what it looks like. Thank you Autumn for working on the website and everyone is looking forward to seeing the final version

c. **Policy (Muno, Alison):**

**[VFH Council Report, Letter to City Council for May 16 Council Report](#)**

- Muno provided an update on the VFH letter with the goal of having more safe and accessible VFHs
- C. Wright noted that the VFH letter received and Council will be discussing tomorrow at Council's meeting
- Presentation from Petra Women Stop the Harm, supports families have lost people to substance abuse, helps advocate harm reduction
- The Subcommittee hopes to have a presentation from Homeward Trust at the next Policy Subcommittee meeting

d. **Reconciliation and Allyship (Charlotte):**

- I. Discussion on long term, sustainable plan for governance in R&A
- II. By the June meeting there will be a discussion on rotating governance model to determine who Chairs the R&A meetings
- III. Intend to create a continuous series for 2023-2024 Indigenous Learning Moments for the WAVE Committee
- IV. The subcommittee will recommend an education plan to read MMIWG report



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### WAVE Committee Meetings for 2023 in City Hall, Heritage Room

- June 20
- September 19
- October 17
- November 21
- December 19

#### Information/Resources:

- WAVE Folder to view [Committee Agendas, Meeting Minutes](#)
- [WAVE Strategic Plan 2022-2024](#)
- [WAVE Webpage](#)
- [WAVE Working Group Folders](#)
- [WAVE Internal Hub](#)
- [WAVE Contact List](#)
- [Expense Form for Child Care, Elder Care or Other Care](#)
- [Land acknowledgement guide](#) [Reconciliation and Allyship resources list](#)
- WAVE's Social Media Channels: [Instagram](#) [Facebook](#) [Twitter](#) [LinkedIn](#)

### Priorities

Priorities are the main areas of work that WAVE will be committed to in the next two years. The priorities provide some direction for focus and orientation of the work, actions, and initiatives for the committee. The priority areas will be discussed in each subcommittee and in the general committee over the next months to determine what actions can be taken that fall within the priorities commitment.

1. **Advocacy**
2. **Intersectionality, Reconciliation, Anti-Racism, and Equity**
3. **Empowering women to get involved in different ways with municipal government**



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<b>Subcommittee 1: Policy</b>	<b>Subcommittee 2: Projects</b>	<b>Subcommittee 3: Internal</b>	<b>Subcommittee 4: Reconciliation</b>	<b>Social Media Admin</b>
<p>To empower, educate, and mobilize women and gender diverse folks in the Edmonton community through the execution of policy-based initiatives</p>	<p>To empower, educate, and mobilize women and gender diverse folks in the Edmonton community through the execution of initiatives that align with WAVE strategic priorities</p>	<p>To foster a spirit of community, maximize operational efficiency, advocate for internal change and leverage internal synergy in order to empower and support our members. internal support of membership, book clubs, educational component, supporting folks internally, leadership, networking, mentorship, reconciliation, or all weaved in</p>	<p>1- Reconciliation would be part of the whole committee and part of the 3 working groups.</p> <p>2- To direct, plan and create curriculum content for the whole committee's reconciliation moment in general meetings.</p>	<p>Ad hoc volunteers who are interested in the work of Social media posts, messages, WAVE activities would work with the social media admin.</p>