



## WAVE Committee Minutes

Tuesday, January 17, 2023  
Time: 5:30-8:00 pm 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), Julianne (she/her), Del (she/her), Alison (she/her), Areezah (she/her), Jaqueline (she/her), Eli (she/her), Olubusola (she/her), Charlotte (she/her), Kirat (she/her), Rhiannon (she/her), Santana (she/her), Maria (she/her), Echo (they/them), Muno (she/her), Nadia (she/they), Tiwalade (she/her)

City of Edmonton Attendance: Christine (she/her), Courage (she/her), Autumn (it/its), Carissa (she/her), Kendra (she/her), Sharon (she/her), Councillor Rice

Guests: Sarah Feldman, Robin Butterworth from Edmonton Transit Service, Zach Johanntges

Regrets:

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1. Welcome and Check In (5:35-5:40 pm)
  - a. Land Acknowledgement, Olubusola Onasile (5:40-5:45 pm)
    - i. [Land Acknowledgement schedule](#)
2. [Approval of December Meeting Minutes](#)
  - a. Minutes were not approved. Approval required at February meeting
3. Councillor Rice (5:45-6:00 pm)
  - a. Council Updates
  - b. Councillor Engagement on 2023 WAVE's priorities, projects
    - i. WAVE members to take back and review 2022 priorities and projects and reflect on what went well and what did not go well. And report back to Councillor Rice.
    - ii. WAVE would like to determine how to support Councillor Rice in Council meetings.
    - iii. Request for Councillor Rice to pass information on Indigenous groups to WAVE.
    - iv. Question from Councillor Rice: Can there be more engagement from Edmontonians on WAVE's projects/initiatives?
      1. WAVE is looking to review in 2024:
        - a. Strategic focus on Indigenous women/issues



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- b. Work to create volunteer opportunities for WAVE events etc.
    - c. Review WAVE current Strat plan and create a Comms plan.
  
- 4. Administrative Liaisons Updates: (6:00-6:15 pm)
  - a. Welcome to Sharon Wadi - Strategic Planner for the Gender and Intersectionality Section at the City of Edmonton
  - b. Welcome to MacEwan University Practicum Student, Zach Johanntges
    - i. Fourth year social work student who will help support WAVE till mid April
  - c. Upcoming Learning Opportunities: January 26, GBA+ Training with Kaylin, February 8, Blanket Exercise from Bent Arrow, City Hall, Heritage Room
  - d. Leaving City Hall after WAVE meetings - **Please always exit on the SE entrance.** Ask security to open the door if you cannot exit the doors. Please do not exit at another entrance in City Hall or else the alarm will be triggered or the door will be left opened.
  
- 5. Presentation: Edmonton Transit Service, Bystander Awareness Presentation, Sarah Feldman, Robin Butterworth (6:30-7:00 pm)
  - a. [Presentation](#)
  - b. Questions/Feedback
    - i. Outreach/Partnerships:
      - 1. Planning to do outreach sessions with organizations that ETS originally partnered with on the original plan, to let them know where the campaign is at .
      - 2. Host presentations, after the campaign comes out and provide an overview of the research and how the campaign has evolved.
      - 3. Engage other communities/employers who might have Edmontonians using transit.
      - 4. Develop training for internal CoE.
      - 5. Share other transit safety initiatives.
    - ii. Partnership suggestions:
      - 1. High School/University students
      - 2. Black Muslim Women's group
      - 3. Refugees/newcomers (EMCN)
      - 4. AAC (low vision individuals)
    - iii. What would a more graphic campaign look like?



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1. Campaign will have mostly words on the posters, but ETS is looking into translating and providing an audio version of the ad (on the website only).
    - iv. This campaign could be used against vulnerable population on transit (i.e. houseless/homelessness people)
      1. Focus on the COTT program i.e. helping people connect with support.
6. Indigenous Learning Moment (7:00-7:15 pm)
  - a. [UNDRIP Intro Video](#) - (link further resources for UNDRIP)
    - i. Talk about opportunities for a learning journey
    - ii. Process of what happened? Is this real?
    - iii. Synthesize some small part of UNDRIP and have a small discussion/engagement at WAVE meetings.
  - b. Recap of survey responses of indigenous learning with Wase Saba (RNA will take all the results away and recap for future learnings)
    - i. Less than 50% of WAVE members filled out the survey. Encourage members to fill out the surveys to help guide WAVE priorities.
    - ii. A lot of individuals thought the tobacco offering was impactful.
    - iii. Organization and personal journeys to be documented.
    - iv. Top seven recommendations:
      1. Ensuring Indigenous representation on WAVE
      2. Read UNDRIP and explore
      3. Advocate with/for Indigenous persons
      4. Letter writing campaign
      5. What does reconciliation mean?
    - v. Will maintain two or three learning sessions and flex with hybrid and in person participation.
7. Chair and Vice Chair Updates: (7:15-7:30 pm)
  - a. Strategic Plan Check In and Review and Communications Strategy Discussion
    - i. Strat plan was created in 2021 (for two years)
      1. WAVE is halfway through the 2021 Strat plan. WAVE would like to do a check in to see if they are meeting the priorities/actions. Sharon will facilitate the discussion.
      2. WAVE would like to develop a Comms strategy, which will be led by Parodos.
    - ii. Process:



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1. Look to book a one day session in March for both planning sessions.
    - a. Administration to create a doodle poll on potential dates.
  - b. Membership Report
    - i. The membership report is a request from Council/City Clerk's Office that the Chair completes every year. Funmi will connect with chairs of the subcommittees for information to input into the report.
  - c. Meeting with Parados
    - i. Parados has worked previously with WAVE (WAVE 1.0).
    - ii. They are excited/supportive of WAVE's priorities.
  - d. Recruitment Update
    - i. Recruitment for all Agencies, Boards and Commissions closed on January 15, 2023.
    - ii. Next steps:
      1. Funmi will receive the list of applicants from the City Clerk's office
      2. Short listing is requested for March.
      3. Council will do interviews of the short list applicants in April.
      4. Council will approve the new members on April 25, 2023.
8. Subcommittee Updates: (7:30-8:00 pm)
- a. Projects (Co-Chairs: Maria and Areezah)
    - i. Fundraising Event
      1. Next steps to come.
    - ii. Website
      1. Website is being worked on and Autumn will be ready to start creating a draft Website.
      2. Reminder for members to input any other comments on the shared Google document before the end of the month.
    - iii. 5 Artists 1 Love Art Gallery of Alberta event on February 4, 2023
      1. WAVE members are encouraged to attend as a kick off event. Promote on WAVE social media.
  - b. Policy (Co-Chairs: Nadia and Santana)
    - i. Areas of focus for the committee for the new year
      1. Policy subcommittee will review the CoE hiring processes.
      2. Subcommittee members reached out to Janis Irwin (and UPC/NDP but they were unable to attend).



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- a. Janis Irwin will come speak to the Projects subcommittee on the housing crisis (March meeting TBD Hybrid meeting).
  
  - c. Internal Update (Co-Chairs: Charlotte, Olu)
    - i. [Recruitment process and Interview Questions](#)
      1. Requesting feedback from all WAVE members on how WAVE is governed.
        - a. The next Internal subcommittee will approve the interview questions at the next meeting.
      2. Is the interview process Indigenous friendly?
        - a. The only control is asking questions to individuals who applied.
      3. RNA to assist with the recruitment process.
      4. Review the recruitment process through an equity lens and present ideas on how to improve the process.
    - ii. Onboarding process
      1. To be discussed at the April Internal Subcommittee meeting.
  
  - d. Social Media Update (Kendra)
    - i. Social Media Posts and Stats
      1. 2023 subcommittee plans have been posted.
      2. Statistics:
        - a. Facebook has 13000 current followers
          - i. 200 page visits
          - ii. Page reach is 2000
          - iii. Post engagement was 200
        - b. Instagram
          - i. Page reach is 535
          - ii. Post engagement is 398
          - iii. 8 new followers
        - c. Linked In
          - i. 109 followers
          - ii. 13 new followers
          - iii. Appeared in 144 searches
        - d. Twitter (not active as this time)
          - i. Still at 4843 followers
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### WAVE Committee Meetings for 2023 in City Hall

- February 21
- March 21
- April 18
- May 16
- June 20

### 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**

Subcommittee 1: Policy	Subcommittee 2: Projects	Subcommittee 3: Internal	Subcommittee 4. Reconciliation	Social Media Admin
To empower,	To empower,	To foster a spirit	1- Reconciliation	Ad hoc



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<p>educate, and mobilize women and gender diverse folks in the Edmonton community through the execution of policy-based initiatives</p>	<p>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>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>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>volunteers who are interested in the work of Social media posts, messages, WAVE activities would work with the social media admin.</p>
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