

**Forest Heights / Terrace Heights Community League  
Garden Monthly Meeting Minutes**

September 23, 2014

**Start:** 7:05 pm **End:** 8:32 pm **Location:** Forest/Terrace Heights Community League Hall (10150-80 Street) **Recorder:** Bonnie McNeil

<u>Present</u>	<u>Regrets</u> (sent email in advance)	<u>Not in Attendance</u> (no show)	<u>Guests</u>
Vince, Michelle Brewin, Scott Book, Medea, Bonnie McNeil, Eric Mercier, Colleen Wiebe, Kevin, Rae Hall	Molly Book Linda Donna Alanna (requested to be removed from group)	Suzanne, Lyndsey, Shannon, Yvetter, Daniel, Kelly, Breanna, Brandi, Calin, Will	Jeremy Carla- Sustainable Foods Edmonton

ITEM	ITEM AND MAIN POINTS OF DISCUSSION	ACTION
1	Approval of the Minutes from previous meeting	Motion to approve the previous minutes <b>Moved by: Colleen</b> <b>Seconded by: Bonnie</b>
2	Approval of the Agenda	Motion to approve the agenda <b>Moved by: Scott</b> <b>Seconded by: Vince</b>
3	<b>Reports of Directors</b>	<b>Actions/ Updates</b>
3.1	<ul style="list-style-type: none"> <li>● <b>Chair-</b> Rae Hall</li> <li>● <b>Secretary-</b> Bonnie McNeil</li> <li>● <b>Treasurer-</b> Michelle Brewin</li> <li>● <b>Groups...</b></li> </ul>	Nothing to Report
4.0	<b>Open Issues</b>	<b>Actions/Updates</b>

4.1	<p>Creating a Vision/Mission Statement</p> <p>Discussed the sentences/paragraphs created for each of the areas previously listed. Eric suggested that certain parts should be considered to be listed as Values along with the Mission Statement</p>	<p>Sentences were to be e-mailed to Bonnie and then compiled into Mission Statement and Values by Bonnie</p>
4.2	<p>Organizing the Garden Group</p>	<p>Scott Confirmed his position on the Site Selection Plan &amp; Build Committee</p> <p>Vince also volunteered for this committee</p>
4.3	<p>Site Selection</p> <p>Reviewed sites selected at last meeting, added the area by the footbridge across Gretzky as an option considering that there are ways to use fire hydrants as water sources (as mentioned by Carla)</p> <p>Discussed the areas along the full length of the Ravine including St. Bride's school.</p> <p>Went through the Community Garden site evaluation and evaluated the top four sites. See Attached (ie. Final page of minutes)</p>	<p>Selected our top four sites to be :</p> <ol style="list-style-type: none"> <li>1. Fulton Ravine</li> <li>2. NW of footbridge to Gretzky</li> <li>3. Church on 79 St</li> <li>4. Community League</li> </ol>
4.4		
5.0	<p><b>New Business</b></p>	<p><b>Actions/ Updates</b></p>
5.1	<p>Community Engagement</p> <p>Talked about methods of engaging the community and growing community support for the community garden.</p> <p>Top two methods were:</p> <ol style="list-style-type: none"> <li>1. Survey, which can be disturbed door to door for the residents in the immediate vicinity of the proposed sites. It can also be made available online/electronically, distributed in the newsletter, Southeast Voice, or be made available at other community events, such as Games Night.</li> <li>2. Community Events, such as a meet and greet or Xmas pancake breakfast fundraiser.</li> </ol>	<p>Scott (and Molly) volunteered to compile the survey (aimed at starting a conversation) which should be loosely based on the example survey Forest vs. Terrace</p> <p>How long? Age? (demographic data may have other uses)</p> <p>List top 4 sites for input as to which would work/not work and why</p> <p>Q4 on the survey is good offers lots of options.</p> <p>Carla/Rae for options with pictures</p>

5.2		
5.3		
<b>6.0</b>	<b>Actions-</b> items board members have agreed to complete. Add new items each meeting and remove completed items each meeting.	<b>Updates</b>
6.1	Everyone: e-mail mission vision statements to Bonnie	
6.2	Bonnie- Start to assemble a mission/vision statement for the Community Garden	
6.3	Scott- create the questions for a Community Engagement Survey & email to Rae	
6.4	Rae- create a survey monkey survey & distribute -email copy of site evaluation to Bonnie	
6.5		

**Meeting adjourned: 8:32 pm**  
**Next Meeting: Tues, Oct 21st, 2014**

## COMMUNITY GARDEN SITE EVALUATION

A good site will be visible, safe, centrally located, readily accessible by foot, car & transit, has the support of neighbours, full sun exposure and easy access to water.

Site 1	Fulton Ravine
Site 2	Church on 79 ST
Site 3	Community League
Site 4	Footbridge NW

Criteria for Evaluation/Site Considerations	Site #1	Site #2	Site #3	Site #4
<b>Sun/Shade Pattern:</b>				
6 hours of direct sunlight per day during the late spring, summer, & early fall.	4	5	3	5
<b>Water Access</b>				
Potential for water harvesting/catchment	3	5	5	5
Access/Proximity to hose bib and/or hose	4	5	5	5
Water truck access for refilling tank	5	5	5	5
<b>Wind Patterns</b>				
Does the site have any existing wind breaks? (natural or other) to protect plants	3.5	4	5	2
<b>Drainage Patterns</b>				
Grading of site and ease with which site can be altered to assist with drainage	5	5	5	4
<b>Expansion Potential</b>				
Additional garden plots as required thru demand	5	3	4	5
Possible future development (ie picnic or rest area, room for garden talks/demos)	5	2	5	5
<b>Public Exposure/Access</b>				
Visibility of site from the street or pedestrian areas	3	5	3	4
Neighbouring buildings with windows facing the garden to "watch" over the garden	3	3.5	5	3
Opportunity for signage (garden identification & promotion, sponsors, etc.)	4.5	5	5	4
<b>Access for School Groups</b>				
Adequate space to handle a typical classroom size	5	4	4	5
<b>Land "Owners"</b>				
Long term availability / access to the site	5	3	5	5
Plans and/or discussions about future development affecting the site	5	3	5	5
<b>Stakeholders/Residents in Area</b>				
Potential problems or issues	4	3	2	3
<b>Existing Infrastructure</b>				
Nearby amenities/infrastructure that can be incorporated such as nearby parks or play structures for children, open spaces, seating/picnic tables	1	4	5	1
Permanent structures like hydrants, right of way paths for utilities, etc.	5	4	5	5
<b>Garden Infrastructure</b>				
Site large enough for structures such as shed, water harvesting, compost bins.	5	3	3.5	5
<b>Total</b>	<b>75</b>	<b>71.5</b>	<b>79.5</b>	<b>76</b>