

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

February 24, 2015

**Start: 6:40 pm End: 8:18 pm Location: Forest Terrace Heights Community League Hall (10150-80 Street)**

**Recorder: Bonnie**

<b>Present</b>	<b>Regrets</b> (sent email in advance)	<b>Not in Attendance</b> (no show)	<b>Guests</b>
Rae, Bonnie, Eric, Suzanne, Scott, Molly and Vince	Joanne and Michelle	None	None

<b>ITEM</b>	<b>ITEM AND MAIN POINTS OF DISCUSSION</b>	<b>ACTION</b>
1	Approval of the Minutes from previous meeting	Motion to approve the previous minutes <b>Moved by: Molly</b> <b>Seconded by: Eric</b>
2	Approval of the Agenda	Motion to approve the agenda <b>Moved by: Bonnie</b> <b>Seconded by: Scott</b>
3	<b>Reports of Directors</b>	<b>Actions/ Updates</b>
3.1	<b>Nothing to Report</b>	
4.0	<b>Open Issues</b>	<b>Actions/Updates</b>
4.1	<b>Community Engagement and Community Engagement survey</b> -Rae canvassed the area by the potential garden site & got survey responses from 11 additional people, bringing our survey total to 67. 3 of these additional responses were from Terrace Heights side. All of the individuals surveyed were happy to see a community garden in the neighborhood except one man who said "I'm old and I don't like change" ☺ Because of the amount of pedestrian traffic in the area and concerns about dogs, raised beds were seen as most ideal. There were also concerns about the ability of people to still walk through the area and	-Continue to think of ways to engage the community and to recruit people to be involved with the garden project. - Forgot to mention this in the meeting but Bonnie is compiling this info into an Community Engagement Strategy Document.

	about vandalism.	
4.2	<p><b>Making a Case for your Space</b></p> <p>-Bonnie put together preliminary drafts of the making a case for your space document but more work was still needed on the document. As the document lists contact info for our core garden group a sheet was passed around to collect this information.</p>	<p>-Bonnie will finalize the making a case for your space document and Send it to Rae.</p> <p>- Am still missing contact info (addresses and phone numbers) for Michelle, Joanne and Vince.</p>
4.3	<p><b>Budget and Garden Design info</b></p> <p>-Rae is putting together the preliminary project request document for the City and as part of this process needs to have a budget for the garden project. As such we went over the items that were part of our garden design from January (see January minutes).</p> <p>-For beds we discussed that ideally we would like <b>thick 4x6 cedar boards</b> so that the beds are sturdy and last a long time but acknowledge that this will be expensive so <b>alternatively we could use 2X6's or fence boards</b>. As bed height had been decided to be a <b>12 -18 inches high we decided that a maximum of 9 4X6 8 foot boards would be required for each bed (we could use 12 foot instead and use 6)</b>. The brackets could be the Lee valley bracket set.</p> <p>-For soil we discussed determining the volume of the beds to know how much soil we need. We also could use newspaper etc. to build up the levels of the beds rather than use all soil. This could also serve as a barrier layer to prevent weeds from growing up into the beds. A layer of pea gravel could also be used for drainage.</p> <p>-We talked about determining costs of getting soil from a landscaping company and getting compost from the dump.</p> <p>-For bike racks we talked about the costs of commercial bike racks as determined by Suzanne in our cost comparison from last month and decided there was likely a cheaper way to go about getting bike racks. We could potentially request a bike rack station from the city. Scott and Molly suggested they have a metal thing that could maybe be repurposed and we discussed looking into acquiring the bike racks from one of the neighborhood schools that are closing. Perhaps contact the schools.</p> <p>-Shed. Decided that ideally we would like a <b>6X8 ft shed</b>. Could have a clear plastic roof to let in light and could have reclaimed woods as sides. Ideally though it would have a pressure treated floor. Will likely get the materials and build it ourselves.</p> <p>Discussed the possibility of theft and that we should try to make it less easy to steal. Perhaps use cement piles. Need to look into whether or not we need different permissions for movable temporary vs. permanent structures.</p>	<p>-We decided we would collect our own newspaper and flyers for the next month to see whether it will be enough with just our flyers or whether we should do some kind of neighborhood drive.</p> <p>-Vince agreed to get pricing info for soil from landscaping companies and seeing if we could get compost from the dump.</p> <p>-Someone will look into Bike rack options- contact the city and the schools.</p> <p>-Shed- look into costs and design. Various permissions???</p> <p>-Someone will look into acquiring rain barrels and the requirements for water from a fire hydrant.</p> <p>-Scott and Molly confirm lawn mower to donate??</p> <p>-Vince confirm donation of extra garden tools???</p> <p>-Look into getting mulch from the city.</p> <p>-Look into building compost system acquiring materials.</p> <p>-Talk to city about making cut through path a gravel path.</p>

	<p>-Rain barrels. The large rain cisterns will likely be around \$1000 we discussed using smaller ones and discussed that those run the risk of theft. Discussed looking for them on Kijiji. Epcor. Discussed needing 3 or 4 200 L barrels. An overhang on the shed could be used for shelter and for collecting water. Will need to consider whether the rain barrels will be enough if we need to get water from the fire hydrant and whether a fire hose can reach that far.</p> <p>- Discussed lawn mower costs new and decided that used would be the way to go. Could look on kijiji. Scott and Molly might have one to donate.</p> <p>Other general tools we should acquire them used as well and make decisions about need for new and better tools as the garden grows. Vince has extra garden tools to get rid of that he might donate. As we get closer we can do a tool drive. Perhaps in conjunction with the Community League Big Bin Event.</p> <p>-Can get mulch from the city for between the beds.</p> <p>-Overall size of the garden space to ask for our quick estimate was twice the size of the room (~20x 50 ft) so ~40X 50 or 1000 square feet which should give us plenty of space to expand.</p> <p>-Compost. Like the 3 bin system. Pallet or other wood 3 ft X 3 ft compost bins. Possibly with the Lee valley brackets or other similar system. Front will slide out. Also want to have a regular black plastic composter which we would ideally get donated. Could also consider just chicken wire and wood posts with a chicken wire lid system.</p> <p>- For the communal H bed. We could ask people to donate flowers, etc. plants that they would like to get rid of so that they can be repurposed for a neighborhood feel to the communal bed. Could be flowers, herbs and veggies.</p> <p>-Kids plots could be old swimming pools or other items.</p> <p>-Sign could be painted on the side of the shed as a starting point.</p> <p>-Talk to city about possibility of making the cut through path a gravel path to formalize it a bit.</p>	
4.4	<p><b>Funding /Fundraising Opportunities</b></p> <p>-The Sustainable Food Edmonton grant of \$5000 should be basically guaranteed as we are being overseen throughout this process.</p> <p>-Bonnie has applied for the Scott's Miracle Gro Grant for \$1500 and will apply for the Imperial Oil grant as well. There are other grants from the city that we can apply for.</p> <p>-We want to start looking for partners such as businesses to support our garden project. Rae has been talking to the general manager of the Canadian tire.</p> <p>-Work on connections you have to see if we can get additional funding (I believe Scott and Vince both said they had people they could ask?)</p> <p>- As general recruitment/engagement/ fundraising opportunities we talked about having a BBQ as part of the Big Bin event in June.</p>	<p>-Bonnie apply for additional grants</p> <p>-All contact potential people to donate to/support our garden.</p> <p>-Scott contact Safeway manager in regards to potential event.</p>

	-Corn Roast at the site in the fall -Could have a event selling hot dogs and pop etc. at the Safeway. Scott agreed to talk to the manager about such an event	
<b>5.0</b>	<b>New Business</b>	<b>Actions/ Updates</b>
5.1	<b>Project Request Document</b> -Rae is putting together the preliminary project request document to submit to the city. The project timeline of having the beds built, shed and water available by August was included in this document. Discussed "Project Resources". A quick and dirty budget (\$300/bed X 10 beds = \$3000, \$750-\$1000 for a shed, Cost of dirt and soil, H bed \$1600 if we bought the costco ones)	-Rae will submit the initial request to the city.
<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	<b>All members</b> <ol style="list-style-type: none"> <li>1. Save newsprint to use in bottom of garden beds</li> <li>2. Ask your neighbours if they have tools, barrels, a plastic compost, old kids hard plastic swimming pools, or bike rack to donate</li> <li>3. Connect with at least one person or business about donating to the garden in the form of volunteer hours, tools or building supplies, monetary donations</li> </ol>	
6.2	<b>Bonnie</b> <ol style="list-style-type: none"> <li>1. Create Making a Case for your space Document</li> <li>2. Apply for grants</li> <li>3. Terms of Reference Document</li> <li>4. Create Community Engagement Strategy document</li> </ol>	<ol style="list-style-type: none"> <li>1. Needs more info to complete</li> <li>2. Applied to one and researching more</li> <li>3. Working on</li> <li>4. Working on</li> </ol>
6.3	<b>Rae</b> <ol style="list-style-type: none"> <li>1. Submit Land Use Agreement</li> <li>2. Compile budget spreadsheet &amp; send to opportunities</li> <li>3. Email Molly list of potential volunteers &amp; volunteer opportunities</li> <li>4. Compile signup sheet for tasks, email all members</li> <li>5. Contact City about gravel path through garden</li> <li>6. Contact Fire Department about hose length</li> <li>7. Contact city about shed being cemented</li> <li>8. Start to plan tool drive &amp; BBQ at Big Bin event in June</li> <li>9. Contact Carla about SFE seed exchange</li> </ol>	<ol style="list-style-type: none"> <li>1. Needed more info, will submit now.</li> <li>2. Completed</li> <li>3. Completed</li> </ol>

6.4	<b>Suzanne</b> 1. Complete budget spreadsheet to show price comparisons 2. Call water companies for delivery costs	1. Completed as best as possible
6.5	<b>Scott</b> 1. Contact Safeway about BBQ fundraiser event 2. Contact city about free mulch	
6.6	<b>Molly</b> 1. Contact people that expressed volunteer interest at Fundraiser 2. Contact dump about getting compost	
6.7	<b>Vince</b> 1. Email Bonnie your address & phone number 2. Price out soil & materials for beds, shed & compost	
6.8	<b>Eric</b> 1. Look into water holding tanks 2. Contact city & schools about bike racks	
6.9	<b>Joanne</b> 1. Email Bonnie your address & phone number 2. Search online for free items useful for a garden	
6.10	<b>Michelle</b> 1. Email Bonnie your address & phone number 2. Contact the city to inquire about how to get city garbage cans installed	

Meeting adjourned: 8:18 pm

Next Meeting: Tuesday, March 24th, 2015 at 6:30 PM