

FoRRP Steering Minutes - May 23rd, 2017

In attendance: Julie, Marco, Brian, Barbara, Christine, Zac, Jill, Melana, Bob

### **City Update**

The washroom building is nearly complete. The washrooms will hopefully be open to the public soon. Staff will still lock the doors at night, typically around 8:15-8:30pm, and unlock each morning. Our washrooms are one of last closed as City staff do their rounds. Possibility exists to have extended hours for an event. There is a potential problem of people inadvertently damaging the electronics when doors are locked by pressing button repeatedly. Perhaps signage to make operational hours more obvious. The building will be closed in the Winter, but we can open up the kitchen for special events and run heaters, but no water. The container garden needs more soil and some lining. Brian Green's staff will be fixing this within the week, along with improving drainage for the garden.

Four Picnic tables now have numbered signage in place because people in Christie Pits were getting into fights over tables. A more official system allows people to rent the tables from the City for a small fee. The group expressed desire to move a couple tables more into centre of park to disrupt residents less and preserve open play spaces. ACTION: Julie to draw up a map of desired picnic table locations, get agreement from Directors, and then forward to Brian Green. The group thought it would be useful for us to post about this new "program" including link to City's relevant page. ACTION: Jill & Christine

We have many items on our wish lists shared with Brian Green for the 3 parks. All have been raised at previous meetings and need to be reviewed and prioritized by FoRRP and then discussed with City staff. ACTION: Jill to send current list to FoRRP Directors for input on priorities. It will then be sent to Brian Green and prioritized within available City resources.

In response to recent concerns at Pope Francis Catholic School, and almost all gates around school being locked, the George Ben Park gates at south east corner will now be kept locked during school hours and unlocked when school is out and on weekends and holidays. We can contact Principal or Superintendent if gates are locked at inappropriate times. Next parent council meeting at Pope Francis School is May 29th at 6pm. Bob has volunteered to go and see if they are still willing to adopt the eight trees agreed to by the Acting principal.

### **Summer Events**

Bob is planning to hold three events in the Summer. Featuring a kids film night, a croquet tournament, and the Sixth Annual Block Party. Details will be discussed at the next events committee meeting.

A launch for the kitchen building will also happen at some point. This could tie into the Block Party, but would need to happen ideally in June or July. More work needs to be done of the kitchen programming plans. Action: Invite Ben to Events meeting to discuss launch ideas. Mike Layton will come to launch event for a ribbon cutting ceremony,.

### **Park Building Update**

We held our park meeting in the kitchen/washroom building. Still some deficiencies that need work. ACTION: FoRRP can keep keys for drawers and cut & store copies. We still need a bulletin board for the building. ACTION: Marco following up with Peter White who is getting them manufactured. We will hold a special FORRP meeting when Ben is ready to talk about kitchen

plan and work out the operational guidelines for the amenity. We will start by being very selective on whom can use the kitchen until we can build a network of trusted users. Maintenance of the space will take some experience. Users of kitchen building will be responsible for cleaning up after themselves, may need another regular maintenance though, including mopping of floor and deeper cleaning. Follow-up with Brian Green. Maybe hire local youth or use students for programs. We can also email Brian if something is broken in the kitchen building and he will have it replaced.

The awning part of the building renovation / WaterHarvest is still to be installed. Action: Marco following up with City staff.

We currently require Brian Green to unlock the building for us whenever we want to access the kitchen. Ben has proposed the August Smart Lock system as a better option. Operations will need to approve and install this system, but Brian said it is possible. This could extend the hours in which these amenities are open and make it easier for granting community access as well as keeping track of users.

Priorities for now:

1. Coffee—subscription service—likely proceeding with Bonafide Coffee Bean Co. They will wholesale to us at and we can sell as part of a subscription at about \$16-\$18/pound. 25-30 subscribers would be realistic. FoRRP Directors support this idea.
2. Leaflet—design through Ben; distributed throughout the official catchment by Ben and other volunteers; announcement of kitchen and launch party; solicitation of donations; sales of coffee bean subscriptions.
3. Events—launch party. No plans yet. To discuss with Bob. Late June. Additional event/events through the latter part of the summer to be discussed further.
4. Doors—Proposing the August locking system and Ben is prepared to front the cash to the organization to do this or solicit a donation. There may still be money in the budget for this.
5. Equipment—still need donations; working list of priority items below. This list needs refinement; input welcome. Contact: [friends@roxtonroadparks.com](mailto:friends@roxtonroadparks.com)

## EQUIPMENT LIST

Still needed: freezer/fridge

- toaster
- electric kettle
- coffee maker—percolator?
- coffee grinder
- assorted mugs, cutlery, flatware

Already donated:

- microwave
- popcorn machine
- hot plate

- steel commercial kitchen table

Other suggestions from the meeting:

- we need a name for the kitchen. "Fred's Kitchen", or consider a naming contest
- we need sign(s) outside to include: name, what to do if you are interested in using kitchen, some basic info about how it operates, who to contact
- many of us are already fielding inquiries. We agreed to take names & contact info from these people to feed to Ben for mailings, coffee program, info sharing, consultation, possible volunteers, possible users etc.
- Brian Green will supply cleaning supplies if we want. Otherwise, we are free to use household quality.

### **WaterHarvest Update**

We are not collecting rain water in the cistern yet. A valve in the building needs to be flipped and we need Tom Feeney for access. ACTION: Marco to reach out to Tom and try to get it functional for the next rainfall.

Some rain garden plants need replacing. There is still some money left over in the budget for plants. Christine and Melana suggested some more shrub like plants that will be a little more resilient to child/dog play. Can also transplant from other community garden. Would be ideal to increase membership of people looking after garden. Also looking for a tool storage option outside of building. Brian Green could add some sort of container unit for this. ACTION: Add to Brian Green to-do list. Also need to install the 'Do Not Drink' signage to pump, and future rain barrels. Melana has laminate sheets for the signs. Upcoming post can solicit volunteers for rain garden, kitchen, & tree adopters.

### **Playground Update**

The sand pile has been reformed, Brian also offered extra sand to the pile. The group supported a bigger sand pile.

The playground committee came up with six priorities we would like to see in playground and supported by FoRRP Directors.

1. Water Play
2. Ball Play
3. Logs and Rocks
4. Water Fountain
5. Art in the park
6. Play structure

Marco is going to generate some potential location maps of where these features will be in the park based on playground committee suggestions. Then we will do some public outreach by flyer-ing and asking people to pick their preferred option online. If there is significant resistance to an idea, we can reassess, or if there is strong support for something else we could add it to the plan. This flyer drop will be done by Layton's office and can be paired with the kitchen building flyer. This will constitute our public outreach at this stage and an open house will not be necessary this summer. These are our priorities, but it does not preclude other additions to the playground area.

The playground plan could have a consultant for 2019, and building could begin in 2020. There could be some development levies coming from a couple new projects nearby.

**Green Update**

The new trees are to be planted sometime in June. Jill is continuing to recruit adopters for the trees. Has not needed to reach out to the general public yet, but a blog post may be appropriate soon. John and Aubrey are going around the park to make sure all of our current trees are in decent health.

The canoe garden has fallen into disrepair. Having trouble finding a new adopter and can't reach Aidan. ACTION: Jill to reach out to Jode Roberts to see if we can get a ranger to adopt.

**Other Business**

Bob noticed an increased amount of graffiti in the area, especially along the Metro building. We can email Marco about graffiti and he will file a complaint with the owner whom will then be required to clean up the graffiti. Longer term strategies could include trying to commission a mural or start a vine wall along the Metro building. ACTION: Julie to talk to Metro Manager about these options.

Next Meeting: Tuesday October 17, 2017