



# ANNUAL REPORT

## 2017/18

### SECTIONS PRESENTED BY:

Purpose/info = Sydney  
Engagement = Hannah  
Social Media Outreach = Hannah  
Workshops/Events = Hannah  
Infrastructure & Site = Hannah  
Work parties = Hannah  
Food production = Hannah  
Membership = Stephanie  
Finances = Stephanie  
Reflection on Summer 2018 Projects = Hannah  
Feedback from VISIONING FOR 2017-2018 = Stephanie  
Other Reflections = Hannah  
Staff = Stephanie  
Board of Directors = Stephanie

Sydney:

The UVic Campus Community Garden (CCG) is a 90 plot allotment garden for students, staff and faculty members located on campus, outside of Ring Road, at 2100 McKenzie Ave. In 2008, the CCG was relocated from its original site in the Technology Enterprise Facility (TEF) parking lot, where it was first created in 1998. Since its relocation to the 1.58 acre garden site, the CCG has seen an incredible surge in engagement with new students, educational projects, and food growth on campus.

**The purpose of the Campus Community Garden is to:**

- a) enhance the built environment of the University of Victoria;
- b) provide allotment garden space for students, staff, and faculty of the University of Victoria
- c) increase opportunities for students to access food and the process of food production
- d) provide volunteer opportunities for members of the campus
- e) provide an inclusive space for engagement, education and research on topics related to sustainable urban agriculture such as food security, permaculture, composting, organic gardening, native plant and perennial propagation, and healthy living.

The garden is committed to promoting an accessible community space for educational, agricultural and cultural purposes.

Hannah:

## **Campus and community engagement**

- Pop-up markets during summer/fall
- Tabling at New Student Welcome, both undergraduate and graduate
- Tabling at Clubs and Course Unions day
- Tabling at UVSS Farmer's Market
- Collaboration with Food Skills Connection (incl. Community Living Victoria, Shelbourne Kitchen, UVic food initiatives) by providing space for their garden workshops
- Collaboration with Lifecycles Project for workshops and tours
- Site Tour at Fruit Trees and More for during the 2018 Orchard Crawl
- Collaboration with Fireweed Farm and School for a tour
- Tour of Little Mountain Farm (2018 Spring Farm Crawl)
- Collaboration with Haliburton Farm for a tour (2018 Spring Farm Crawl)
- Promoting events through Creatively United, CFUV and the Green Diary
- Various school group visits and hands-on activities with local middle and elementary schools

The pop-up markets have been successful in increasing visibility and presence on campus and the students have appreciated access to free veggies and chatting about where it comes from with the people directly involved in food production. The Food Skills Connection has extended CCG's presence beyond the campus and has been a useful network to share resources and information around campus and surrounding area. Food Skills Connection used the garden facility for two of their workshops and many of the attendees asked how they could get involved with the garden thereafter. Food Skills Connection also connected the garden with Seed Saving Workshop facilitator Heather Parker from City Harvest Coop who led a fantastic workshop. Food Skills Connection also advertised the gardens workshops at their UVSS farmers market table, increasing the amount of workshop promotion.

Visits from school children from neighbouring elementary and middle schools were successful. It should be noted that with a high volume of participants, these can be a bit overwhelming for a small number of staff and upwards of three staff are encouraged to be on site for future visits.

Hannah:

## **Social Media Outreach**

- Promoting workshops and events on instagram and tagging @thesub.yyj, @UVSS, @uvicfoodguys and @Universityofvictoria has proven very successful in getting events shared onto their instagram and facebook pages
- Creation of a new facebook page "Campus Community Garden Volunteers" where volunteer opportunities are posted. Rate of success to be determined
- Sending social media outreach materials for workshops to the facilitators to share on their own pages employs the attention of a larger community
- The newsletter continues to be a very successful outreach tool, with high response rates to calls for help with watering, and for cardboard and garden pot donations. From talking with attendees many of them find out about our events and workshops from the newsletter.

- Our main facebook page continues to be an extremely valuable location for keeping information about our events and workshops in one localized place. Many attendees mention Facebook to be one of the places they found out info about our events and workshops.
- Various staff have worked on creating a new CCG website on weebly and it's still a work in progress. How to re-route the old website on Wordpress to the new one on Weebly needs to be figured out, so that we keep the newest website more active, but don't lose the old one.

Hannah:

### **Events and Workshops Overview**

- Fall Harvest Party (2017)
- Introduction to Native Plants Workshop
- Fall Orchard Crawl at Welland Orchard through Life Cycles (2017)
- Wilderness Awareness Workshop
- Grow your own Garlic Workshop
- Grow Your Own Mushrooms Workshop
- End of Season Lawn Mower Maintenance Workshop
- Garden Volunteer Appreciation Button Making
- Holistic Nutrition Workshop
- Sprouting 101 Workshop
- Brewing Kombucha Workshop
- Holistic Nutrition and Stress Workshop
- Fruit Tree Pruning Workshop
- Grow Your Own Food 101
- Native Plants in the Garden
- Water Systems for Growing Food Workshop Series: On-site Rainwater Catchment Design Workshops & Irrigation Design Basics Workshop Series
- Urban Wildcrafting Workshop
- Hot Composting
- Fixing and Sharpening Hand Tools
- Spring Social Garden Party 2018
- Introduction to Permaculture
- Annual Farm Crawl 2018
- Edible Plant Propagation and Grafting Workshop
- Lawn Maintenance Machines Orientation Workshop
- Native Plant Propagation Workshop
- Pollinator Hedgerow Design Workshop
- Stick a plant in it! Workshop (collaboration with Food Skills Connection)
- Native Pollinators in the Garden Workshop
- Rainwater Harvest System Installation Hands-on Workparty
- Planning your Winter Garden (Collaboration with Food Skills Connection)
- Summer Concert Series June, July & August 2018
- Pop-up Markets
- Beekeeping Workshop
- Seed-saving Workshop
- Equinox Harvest Party and Concert (2018)

- Immune Building 101 Workshop
- Orchard Crawl (2018)
- Wild Immune Tonic Workshop

The garden parties have been very well attended and have increased a sense of community at the garden as well as serving as an introduction and welcome to new students and thank you for volunteers. Some of the most popular workshops were Introduction to Nutrition, Native Plant Propagation, Beekeeping, Farm Crawl and the Spring and Fall social/harvest parties. The high interest in beekeeping and native plants should be noted for future projects and events. There was also a high stated interest in a mushroom log workshop; if it can be facilitated for a reasonable price this workshop is worth looking into. Overall students have shown high interest in workshops and events.

Hannah:

### **Infrastructure & Site**

- Initial irrigation elements were installed by facilities in July/Aug 2018. Two irrigation boxes in the ground house a backflow preventer and a four-valve manifold. Two irrigation lines are ready to be added to; one goes to the McKenzie fenceline, another to the food bank greenhouse. A plug-in timer was installed in the small shed as well.
- Rainwater Harvest System installed to collect water from the tool sheds and greenhouses, with a few elements to be completed.
- Wheelchair ramp up to the gazebo was built.
- Composting Toilet project funding application was submitted to Campus Planning and Sustainability by Claire Remington.
- A pollinator hedgerow is being planned for the McKenzie Fenceline.
- New rack built for rakes in the tool shed.
- New seedshare system in Tool Shed.
- The fence protecting the bee yard was upgraded and the gate was improved, as well as 'Bee Yard No Entry' signs installed. A lock installed on the gate gives only the beekeeper access to the area.
- New Garden Sign has been installed, however, it has come under scrutiny from the UVic signage committee according to Matt Greeno. More details tbd.
- New greywater sign for above sink is being designed by Lucas Bell. (Printed and installed in Nov 2018)
- Multilingual theft prevention signs have been installed at each of the three gates.
- Portable toilet rental on site with Coast Environmental (seasonally from April-Oct).
- Building of native bee boxes has begun.
- Staff tool shed was decluttered, organized and new shelf installed.

Hannah:

### **Work Parties**

#### Work Party Times

On site work parties are/were held every Friday from 3-5pm throughout the year, weather permitting. From May-September, additional work parties were held every Wednesday evening from 5:30-7pm, although the workparty often saw extended hours from 5:30-7:30pm with high amount of tasks and volunteer enthusiasm. Friday work parties from 3-5pm continued from the

prior year throughout the summer and will continue throughout the 2018/2019 winter term, although subject to weather. The last Wednesday work party for the summer season took place on September 19th, 2018. A possible future work party initiative for the winter is to hold them indoors on Wednesday evenings, depending on staff availability, to engage volunteers in garden planning, seed saving and the administrative side of the Campus Community Garden.

### Work Party Volunteer Statistics

From Jan 8, 2018- Oct 22, 2018 there were approximately 377 volunteers, up from 178 volunteers in the same time frame from the prior year. These numbers do not portray individual volunteers but instead the sum amount of volunteers per work party. The estimated amount of volunteer hours in this January-October time period is 694, up from the 94 hours within the same time frame from the prior year. Tracking how much food we produce, how many volunteers attend work parties, for how many hours, and what activities are accomplished is still new as a CCG staff task, and the numbers are not exactly accurate. We need to make improvements to our tracking system by procuring a better scale, and by requiring staff to be more diligent about keeping track!

### Work Party Tasks

Work party tasks varied weekly depending on the priority of tasks set by staff in weekly staff meetings. Most work parties offered a variety of tasks in different areas of the garden, but consisted mainly of tending to plants in the greenhouse, giving gardens and turning the compost. Certain work parties were catered to a large specific task such as setting up for parties/concerts or installing the rainwater harvest system. In the summer, there was consistent turn out for both the Wednesday and Friday work parties, but a different volunteer base. There would be some volunteers who only came on Wednesday and others who only showed up on Fridays. Between January 8, 2018-October 22, 2018, approximately 270 various work party activities were completed with volunteer help.

### Work Party Morale Initiatives

In April, for volunteer appreciation day, we brought a thank-you volunteers cake to our work party. We also consistently gave volunteers fresh produce from the garden and offered purchased snacks to restore their energy at the end of the work parties. Playing music during work parties often helped create an even more enjoyable atmosphere.

Hannah:

### **FOOD PRODUCTION**

Increasing students opportunities to access local food as well as increasing their awareness of the process behind food production is one of our priorities. From January 8 2018-October 22 2018, a total of 172 pounds of food was donated directly to either the food bank or to students via pop-up markets. It should be noted that this number does not accurately portray total food production as the food donated to volunteers each work party was not usually weighed, and this was a weekly donation spanning the months January - May and a biweekly donation throughout the months of May- September. Food was also available via the free veggie bin in the garden and was not accounted for in our food donation tracking.

In the prior year, from January 13th, 2017- September 15th 2017 ~**346 lbs** of produce were distributed to students through the UVSS food bank, work party volunteers recognition, and via

pop-up markets. This food estimate took into account the food donations at work parties and is therefore not directly comparable to this year's amount of 172 pounds.

There was a large harvest of raspberries, elderberries, black currants and jostaberries from the fenceline and permaculture area. Blueberries and strawberries did not produce particularly well this year. In the giving garden beds and greenhouse we had a harvest of tomatoes, potatoes, onions, cucumbers, leeks, zucchinis, parsnips, pole and bush beans, snap peas, chard, kale, carrots, turnips, salad greens, and garlic. Our spinach bolted this year both times we tried planting it due to heat. We also harvested herbs including mint, lemon balm, rosemary flowers, raspberry leaf, calendula, lavender, oregano and thyme. The greenhouse produced a good volume of tomatoes once we began making a specialized tomato mix consisting of alfalfa, sea soil, potting soil, vermiculite, rock phosphate, limestone and kelp.

Stephanie:

### **MEMBERSHIP**

In 2017/18, we had 20 new plot rentals out of our 92 allotment plots, mostly with the student plots. There was a lot of turnover throughout the year. The wait list time for students sped up in the late spring, changing from a wait time of six months to one year to now under six months. This is due to a few factors:

We made a big change to our sign up sheets. We now have two separate email sign ups; one for the newsletter and one for the garden plot waitlist. Previously all the sign up details were on one page and a lot of people would sign up for the plot waitlist without necessarily being seriously interested. Also new is a garden plot waitlist online form to sign up to, that people can access on our website, and there is also a link to it at the bottom of each newsletter that goes out. This was created in part to reduce the difficulty of trying to read people's handwritten email addresses on the sign up sheets, and to reduce the time it takes to enter all the emails in the waitlist. So far about ten people have used it.

We also started contacting more students at a time when there are plots available because not all students who we emailed would respond. The wait list time for staff and faculty is still approximately six months to one year. There are currently a few plots available and more to be determined once the renewal time has passed.

Vincent, as Summer Site Officer, attempted to implement a sublet system for plot renters who were going away for the summer, but there were no responses from the email sent out. The idea could be tried again next spring, perhaps two months before most student plot renters leave, to give them time to consider it.

Student groups that gardened with us this year included UVSM (UVic Sustainability Movement), Uni 101, Intersity Christian Fellowship, Centre 4 & 5 Daycare. We encourage more student groups to sign up to rent a plot!

The four new communal plots had some activity in them from plot renters, volunteers, staff and a few random people who just wanted to put some plants in the ground at the garden. The paint on the communal plot signs needs to be refreshed, since outdoor paint was not used initially. The plots may have helped to prevent theft on site, but they also have a factor of confusion for those

that do not read or understand English well. One volunteer misunderstood one of the signs and thought that all the plots in the area around the communal plot were open for harvesting.

Stephanie:

**FISCAL YEAR FINANCES May 2017-May 2018**

Income	\$59,992
Balance from previous year	\$49,018
<b>Staff Salary Expenses</b> (Coordinator, Assistant, Site Officer, Workstudy top-up)	\$36,180
<b>Admin Expenses</b> (MSP, Rent, food discount, office supplies, misc)	\$7,837
<b>Events and Outreach Expenses</b> (workshops, events, workparty food etc)	\$9,741
<b>Site Expenses</b> (infrastructure, tools, plants, seeds, compost, straw bales, greenhouse, misc)	\$13,578
<b>TOTAL EXPENSES</b>	<b>\$67,336</b>
<b>END OF 2017/18 FISCAL YEAR BALANCE</b>	<b>\$41,674</b>

**Current CCG Balance as of October 2018: \$37,969.29**

Student fees for the Fall 2018 Semester have yet to come in.

**Major expenses:**

See Budget Expenses spreadsheet 2016-18 in google drive.

**Sources of income:**

Currently the garden receives **\$1.50 per full time student**, and **\$0.75 per part time student** from UVSS Student fees. This gives the Campus Community Garden its main source of revenue at approximately \$60,000 per year.

Plot renters will continue to pay a \$30.00 membership fee to rent a garden plot or \$15 for half a plot, and pay for subsidized site materials for their individual plots (e.g. compost and straw bales @ \$5-10/wheelbarrow).

Plot renters helped with cost recovery from subsidized materials delivered to the site such as sea soil, compost and straw bales. This is categorized under miscellaneous income for 2017/18.

Hannah:

## Reflection on Summer 2018 Projects

- Irrigation System Design and Install →
  - UVic facilities plumbers installed backflow preventer, valve manifold, and timer
  - Facilities Put down line
  - Attach dispersal fixtures
- Composting Toilet →
  - Application for funding
- Toolshed Improvements
  - Window install
  - Communication Board Cover
  - More tool racks
  - New Seed Saving System design and install
- Cleanout and Organization of both Tool Sheds
- Rainwater Harvest System
- Build Kiwi Trellis
- Build raised native plant nursery beds
- Build pollinator boxes →
- Design and Build Accessibility ramp for Gazebo
- Greywater sign → close to final proof
- Garden sign along McKenzie
- Evaluate and replace sign making materials and paint

Stephanie:

## Feedback from VISIONING FOR 2017-2018

- Training on Board governance structure and review governance roles
- Educational Sign Project
- Develop volunteer program → (ideas: orientation day)
- increase academic credibility
- Develop a 5 year Strategic Plan (addressing current surplus, future staffing, site projects, campus/community engagement, theft, etc)
- Develop a more formal program for Plot Renter engagement
- Plant nursery - support edible campus initiatives, restoration (in the works)
- Seed saving and swap/share project
- Increase native plants, flowers, berry bushes and expand Permaculture area
- Create a proposal/report for Communal Plots project
- Compost program with workstudy, VIPIRG, and CCG volunteers
- Improve ways to distribute food on campus
- Ways to mitigate theft →
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Hannah:

## OTHER REFLECTIONS

This summer, we created the Outreach Officer Position in lieu of the position of Assistant Coordinator. The Outreach Officer will be more focussed on the administrative and outreach side of the garden's operations than the Assistant Coordinator was. The Outreach Officer will help out with tasks such as the upcoming referendum, planning workshops, volunteer engagement,



handling the watering schedule. Like the past Assistant Coordinator position, the Outreach Officer position is an ongoing position for up to four months after the hiree ceases to be an undergraduate student. The Outreach Officer was hired in late September 2018. It should be noted that September was a very busy month with three staff (two Site Officers and one Garden Coordinator). Due to the increased amount of tabling and outreach occurring in the first month of students returning to school, it would have been beneficial to have four staff through September.

Stephanie:

### **2017-18 STAFF**

**Garden Coordinator:** Stephanie Enevoldsen 2016/17/18 (re-hired for 2 year term starting late September 2017)

**Work study Project Assistant:** Desiree Hall (Oct-May)

**Assistant Coordinator:** Piraamila Ravindiran (late May 2017-Late April 2018)

### **2018 STAFF**

**Garden Coordinator:** Stephanie Enevoldsen

**Summer Site Officer:** Hannah Holmes (Mid- April - End of October, outgoing), Annika Meijer (Mid- April - End of September, outgoing), Vincent Burkholder (Mid-April -August, outgoing)

**Outreach Officer:** Sydney Welsch (Late September, ongoing)

### **2017-18 BOARD OF DIRECTORS**

**Undergraduate Members:** Devon Goldie, Hannah Estabrook, Wendy Fleming, Jessica Roberge, Desiree Hall, Vincent Burkholder

**Associate Members:** Larry Kimmett, Sarah Thornton, Jin-Si Over, Toby Stewart

### **October, 2018 CURRENT BOARD OF DIRECTORS**

**Undergraduate Members Summer 2018:** Wendy Fleming, Desiree Hall, Jaden Rowley

Interested in returning to the Board in Jan 2019: Jessica Roberge, Vincent Burkholder

**Associate Members:** Larry Kimmett, Sarah Thornton, Jin-Si Over, Toby Stewart