

Garden Committee Terms of Reference

Committee Name: Centennial Garden Committee

Type: Standing Committee

Chair: Marcia Xavier

Board Liaison: Marcia Xavier

Responsible To: WHMCA Board

Purpose: To maintain and enhance the Centennial Garden by engaging volunteers and hiring and supervising help to ensure that the Garden is an attractive asset for the Community Association.

Authority: Active agent

Time frames, Reporting & Deadlines: Reports to the Board as required

Composition: Marcia Xavier, Shelagh Mutch

Staff Support: Staff support for snow clearing of pathways in winter, removal of debris and falling branches, routine garbage collection, maintenance of downspouts, grass cutting and trimming and burning the weeds in the dry bed creek.

Other Resources:

Annual Budget - \$1600.00 (Plants: \$1,000; Spring cleanup and/or amending soil: \$450.00, volunteer event \$150).

Capital Budget - By board motion

Communication with Board through: Board Liaison

Specific Areas of Responsibility:

- To look after the Centennial Garden. by engaging volunteers and obtaining other services, paid and unpaid for weeding, watering, pruning, etc.
- To manage the spring cleanup including garden waste removal.
- To select and plant new or replacement plants as required.
- To maintain and replace as needed; the exterior benches, tables, containers and garden shed (the bridge is not included in the Centennial Garden mandate).
- To communicate and cooperate with the Hall Manager and Caretaker in the best interests of the Garden.
- To liaise with City of Calgary Parks Urban Forestry, WHM Community Garden and Facilities and Operations Committee regarding Garden matters.

Approval/Review: May 2023