

RMWB Community Garden Program Outline and Expectations

The Regional Municipality of Wood Buffalo is proud to provide an opportunity for residents to come together, encourage healthy living, promote environmental stewardship, and a sense of home and belonging through Community Gardens.

Community Gardens can enhance the health and well-being of neighbourhoods and communities. They create happy and livable communities that build multi-generational relationships, civic pride and sustainability.

The Regional Municipality of Wood Buffalo is committed to working with residents to create a successful Community Gardens program that will make our community more vibrant, our neighbourhoods more beautiful and our residents happier and healthier.

Community Plot Gardeners (Gardeners) occupy and maintain one garden plot in a RMWB owned Community Garden. They are neighbourhood ambassadors who ensure their allocated plot, and the surrounding area is clean, litter free and welcoming.

Lead Community Gardeners (Lead Gardeners) act as the main liaison between the RMWB and the Gardeners. They are responsible for yearly planning of their respective Community Garden (i.e. garden preparations, planting, maintaining and harvesting) and ensuring the RMWB timelines are upheld. Lead Gardeners are experienced gardeners who mentor and collaborate with Plot Gardeners while implementing all rules and regulations set forth by the RMWB. The Lead Gardener Program is designed to support Lead Gardeners to determine the needs of each Community Garden and to develop roles, responsibilities and budget considerations that shape the future of the program.

Important Annual Dates	
March 15	Waitlist deadline for the upcoming year (after this date, gardeners may be placed as spots become available)
April 15	Plot allocation
May 15	Turning of garden/adding soil amendments
June 1	Gardens are planted
June 15	Plant your PLOT or lose your SPOT
October 15	All gardens must be cleaned and removed

If you wish to participate in the Community Garden Program, you will need to fill out and sign the Community Garden Gardener Registration Form and Agreement attached to this Outline.



Office Use only	Plot #
Lead Gardener Name	

Gardener Registration Form and Agreement

Date:	
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Gardener Information	
Name (First, Last):	
Email Address:	
Phone Number:	
Address:	

Community Garden Information	
Garden Location:	
Number of individuals maintaining garden plot:	
Would you be interested in becoming a Lead Gardener?	

Community Gardens Terms of Agreement	
As a participant (“Gardener”) in the RMWB Community Garden Program I understand and agree that:	

1. From **April 15** of each year, Gardeners are permitted to plant, cultivate, and harvest plants of their choosing in the plot(s) designated for their use by the RMWB, except as otherwise restricted by this Agreement or by a notice issued to the Gardener(s).
2. Plots are allocated on a first come first serve basis. Returning Gardeners in good standing may indicate to the Lead Gardener that they wish to occupy the same plot as the previous year.
3. With regards to the Community Garden, Gardeners must not:
 - a. bring into the Community Garden plants with an invasive root system (e.g. mint or bee balm), poisonous plants (e.g. monkshood), or plants which are a noxious or prohibited weed under the Alberta Weed Control Regulation,
 - b. use pesticides, herbicides or chemical fertilizers,
 - c. sell or barter any plants,

- d. interfere with other Gardener's activities, which requires at a minimum keeping to designated paths and ensuring that their pets or children do not interfere with other Gardener's plots or activities,
- e. bring into the Community Garden any intoxicating substances or illegal plants,
 - f. smoke or be under the influence of intoxicating substances while in the Community Garden, or
 - g. misappropriate or misuse the RMWB's property or any other Gardener's plants or property in the Community Garden.
- 4. While using their own or the community plots, Gardeners must:
 - a. practice appropriate water conservation on their plot, and otherwise use sustainable practices which ensure the long-term viability of the plot for gardening purposes,
 - b. be responsible for regularly maintaining their plot by removing weeds to ensure the health and productivity of the garden. Weeding should be done consistently, at least once a week, to prevent weeds from spreading and to maintain a tidy and sustainable garden environment,
 - c. ensure that the area 6 inches from their plot boundary remains free of weeds or other plants, and is otherwise kept clean and usable as a walking path, and
 - d. properly dispose of all garbage and refuse generated from their plot. Diseased plant material must be removed from the site. All other organic plant material must be placed in designated compost bins or removed from the site for proper disposal.
- 5. By the end of October 15 of each year, Gardeners must:
 - a. finish harvesting all the plants in their plot(s),
 - b. remove any plant or non-plant material from their plot(s), especially thick stalk plants (e.g. corn stalks, sunflowers, or brussel sprouts), and
 - c. clean up, weed, and otherwise ensure that their plot(s) are in an orderly state.
- 6. While participating in the Community Garden Program, Gardeners must:
 - a. follow the directions of the RMWB appointed Lead Gardener as they relate to Community Garden activities,
 - b. report any damage to or suspicious activity in the Community Gardens to the

RMWB and the RCMP as appropriate,

- c. proactively ensure that their plot is maintained if the Gardener is unable to do so themselves, and
 - d. commit some time to Community Garden activities (e.g. by attending regular meetings, gardening or maintaining the Community Garden's common area, or contributing to related social or promotional events), and at a minimum must participate in spring garden preparation and fall cleanup.
7. Gardeners acknowledge that:
 - a. the RMWB makes no warranties or representations as to the state of the plot or its suitability for gardening,
 - b. the RMWB is not obligated to provide Gardeners with tools, seeds, planting materials, or a water source, and
 - c. the RMWB does not guarantee the safety of any property left on the Community Gardens, and that the Gardeners accept the risk for any loss of or theft of Gardeners' property on a plot, including the crops grown in that plot.
 - d. All requests, suggestions, and feedback must be directed to the Lead Gardener. Parks staff are responsible for assigned tasks and are not authorized to make changes on site. This ensures work is completed safely, consistently, and efficiently.
8. The RMWB may, without notice, move, remove, or dispose of any plants or property placed on the Community Garden by a Gardener if that plant or property's placement violates the terms of this Agreement.
9. The RMWB may terminate this Agreement and the Gardener's right to access or use anything in the Community Garden on one week's notice to the address provided by the Gardener if:
 - a. a plot assigned to a Gardener is not planted and weeded by the end of the day on June 14, or
 - b. in the RMWB's sole opinion the Gardener has failed to adhere to the terms of this Agreement or has otherwise behaved in a manner which is detrimental to the Community Garden.
10. The RMWB may choose to issue preliminary warnings to a Gardener relaying the Gardener's failure to adhere to this Agreement. These warnings do not inhibit the RMWB's ability to otherwise terminate this Agreement.
11. Upon termination of this Agreement any plants or property left on the Gardener's lot become the sole property of the RMWB.

ACKNOWLEDGMENT

I have read the agreement and agree with the expectations for my participation in the Community Garden program. I understand that failure to meet these expectations may result in my termination as a member of the RMWB Community Garden.

I participate in the Community Garden entirely at my own risk. I understand that neither the garden group nor the Regional Municipality of Wood Buffalo are responsible for my actions. I therefore agree to hold harmless the RMWB Community Lead Gardener and the RMWB of any liability, damage, loss or claim that occurs in connection with the use of the garden by me or any of my guests.

Name of Gardener:	Signature of Gardener:	Date:
Name of RMWB employee:	Signature of RMWB employee:	Date:

The personal information collected is authorized under Section 4(c) of the *Protection of Privacy Act* and is managed in accordance with the *Act*. It will be used to process your application and for the Community Gardening Program for which you are applying. If you have questions about the collection or use of your personal information, please contact PULSE at 780-743-7000, 1-800-973-9663, or online at rmwb.ca/pulse