

Niverville Community Gardens

Procedure

1. Application Process

- Registration and payment must be completed through TownSuite portal each season and the liability waiver must be signed prior to assignment of plot.
- Priority will be given to Town residents for the first two weeks, any garden plots available at that time will be open to anyone. Only one garden plot per household.
- Registration will open in April each year, unless otherwise specified by the Recreation Department. Registration deadline is **June 1st**.
- Only 1 warning will be provided to gardeners if plots are left unkempt; at which point, the plot will be tilled and re-assigned.

2. Costs

Two sizes of gardens are available; 4'X8' Raised Beds, or 8'X16' Garden Plots. The cost of rental of either option is \$35.00, plus GST. Availability is based on a first come first served basis each year.

3. Regulations of Use

- The rights granted to me, the gardener, shall not be transferred or assigned in any way except by formal process to the Recreation Department.
 - i.e., if I cannot maintain my plot, I will find someone to maintain it for me and notify the Recreation Department, in writing.
- I will park my vehicle in designated parking lots.
- I will keep the weeds down and maintain my plot throughout the season.
- I will practice the Leave-No-Trace principles:
 - Plan Ahead and Prepare
 - Travel and Camp on Durable Surfaces
 - Dispose of Waste Properly
 - Leave What You Find
 - Minimize Impacts
 - Respect Wildlife
 - Be Considerate of Others
- I will bring my own garden tools, and anything else necessary to maintain my garden plot.
- I will respect other gardeners and their plots, including being mindful of my plant heights so I am not blocking sunlight from other gardens.
- I will contact the Recreation Department immediately with any concerns regarding the community gardens. If conflicts with other gardeners arise, I will attempt to resolve the issue with them. Should the Recreation Department become involved, the gardens of all parties involved might be removed.
- I will clean out the contents of my garden plot by the specified clean-up date of **September 30th**, unless otherwise determined by the Recreation Department.

4. **Responsibilities**

- 4.1. The Manager of the Recreation Department or designate shall oversee the application process. Applications may be made online on the TownSuite. The Manager shall also maintain the fee schedule, as well as a record of plots purchased and their locations (which would be confirmed by Recreation Department). Fees are approved annually by Council.
- 4.2. The recreation staff will till garden plots at the start of the season and stake them out accordingly. The recreation staff will also monitor the area to make sure regulations are being followed.