

North East Burnaby Community Association

Organic Community Garden

RULES AND RESPONSIBILITIES - 2023

1. CONDITIONS FOR MEMBERSHIP

- 1.1. Please read the following rules and responsibilities thoroughly as you will be asked to agree to them on your registration form. By agreeing to these rules and responsibilities, the Administration Team of the Community Garden understands that you have accepted the terms and conditions of membership and will abide by them.
- 1.2. If you have any questions, contact the Administration Team at **nebcagarden@gmail.com**
- 1.3. Notification to member regarding non-compliance:
If a member fails to abide by the rules and responsibilities set out in this document, they will be:
 - Contacted by the Administration Team for an explanation,
 - If the explanation is deemed unsatisfactory, the member will receive a formal warning,
 - If the non-compliance continues after receiving the formal warning, the member will receive a letter of cancellation; their plot(s) will be forfeited and membership revoked without refund.

2. GARDEN ETIQUETTE

- 2.1. In the spirit of cooperation, all gardeners shall treat their fellow gardeners with respect and consideration. Abuse of property, disorderly conduct, verbal or physical harassment will not be tolerated. Violation will result in loss of membership.
- 2.2. Do not plant, weed, water or harvest from other members' plots unless specifically requested to do so by that member.
- 2.3. Children are welcome in the garden, but must be accompanied by an adult and supervised at all times. Children should not be allowed to play in neighbouring plots or in the garden shed.

- 2.4. Most community gardens do not allow pets on the property. For the time being, we will allow dogs to accompany members as long as we receive no complaints and under the condition that pets are kept quiet and securely leashed at all times. Owners must keep their pets away from other gardeners and their plots and realize that pet feces can carry bacteria harmful to plants and people. Cleaning up after your pet is vital.
- 2.5. Please remember that there is no smoking or vaping in the garden and that includes cannabis. The garden is within the Burnaby school board 41 property boundary. POLICY #7.10 applies to all areas of the garden.

3. ORIENTATION TO THE GARDEN, ATTENDANCE AT WORK BEES and COMPLETION OF ASSIGNED TASKS

- 3.1. Member participation is the backbone of every community garden. Without the support of all members, the garden will not be sustainable. A mandatory minimum of:
 - a. one work bee at 3 hours **and**
 - b. 2.5 hours of volunteer time per plot, **and**
 - c. **NEW** 30 minute orientation for **ALL** members (starting in 2023). See schedule for 2023.

Over the growing season, each member is expected to contribute a total of no less than 5 hours and 30 minutes to the garden. This applies regardless of how many people you bring with you. If you have more than one plot you may be required to contribute more than 5 hours and 30 minutes.

There are TWO (2) work bee choices. **Select one.** There is also an end of year clean up. If you are unable to attend either work bee, you must have a designated co-gardener fulfil this obligation. Failure to do so will result in a warning; continued absence at a work bee may result in garden forfeiture.

- 3.2. All members are required to choose **one task** on the EventBrite registration form. This is to enable the Administrative Team to distribute the workload equitably and cover all aspects of the garden maintenance.

Members with more than 1 plot will be expected to increase their community support in proportion to their number of plots. Tasks are listed on your registration form and should be chosen with your timetable in consideration of any physical limitations you may have. Those members not participating in their chosen tasks will be contacted.

4. PLOT RESPONSIBILITY

- 4.1. **All plots must be planted by May 15th.** Plots that are unplanted by that date may be assumed to be abandoned and may be forfeited without refund.
- 4.2. All plots must be kept maintained and free of excessive weeds, disease and invasive plant species to prevent the spread to neighbouring plots. Seriously neglected plots (e.g., plots that are overgrown with weeds, flowering weeds, garbage, old fencing, rotting wood and where there is no sign of care and attention) are subject to forfeiture. Some gardeners employ a permaculture form of garden that can appear messy to the untrained eye; however, even permaculture enthusiasts need to ensure that their enthusiasm does not spill over into neighbouring plots.
- 4.3. Our garden is an organic garden and the use of herbicides, insecticides and fungicides is prohibited. Examples of soil amendments that are permitted are organic mushroom manure, compost, seaweed and fish fertilizer. If you are uncertain about a product, please get in touch with the Administration Team.
- 4.4. Members must not erect large structures that shade neighbouring plots. Trellises for climbing plants and large-leafed plants must be placed so they DO NOT impact the amount of sun your neighbour's garden receives.
- 4.5. Members are responsible for weeding and trimming the edges and pathways around their plots. Please do not leave weeds pulled from your plots in the pathways. Keep pathways clear of debris. If you would like to borrow power tools to clear walkways, please get in touch with the Administration Team.
- 4.6. Arrange for someone to look after your plot if you are away, or in any other way unable to yourself. If this person is not a registered co-gardener or other garden members, please notify the Administration Team. We will need to arrange for someone to provide access to the shed. The combination must not be given to anyone other than a registered co-gardener. If you would like to appoint this person as a co-gardener, you may do so by providing the Administration Team with their contact information and confirmation that they have read this agreement.
- 4.7. **Do not dig** more than one foot (30cm) below your plot. The garden is located over a pipeline and stakes, posts, or other structures inserted deeply into the soil could present serious safety issues.
- 4.8. You are encouraged to mulch your garden to preserve water; however, please mulch with grass clippings, straw, leaves, manure, corn stalks, fir bark and sawdust. Cardboard is acceptable as long as it is covered by other approved materials. Do not use western

red cedar bark, hay or gravel. If you have questions, please contact the Administration Team.

- 4.9. Do not plant trees, shrubs or other bushes directly into your garden. A reasonably sized shrub may be put in a planter or container and placed in your garden, as long as it is not permanent and can be easily moved. Please be thoughtful and bear in mind these plants may cast shade on your neighbour's plot.
- 4.10. Plots must be left cleaned and winterized by November 30th. After this point, the water will be shut off and the green bins will be moved to the shed. At this time, perennials should be cut back, dead plants removed and put into green bins and the plot left tidy. This is part of your maintenance agreement and will be treated with the same conditions as leaving a plot neglected.
- 4.11. Some members have put up fences to deter theft. Please be aware the garden is situated above a pipeline and any stakes should not penetrate more than 30cm into the soil. Fences should also be sturdy and maintained so as not to fall over, stick out, or potentially snag people as they walk past.
- 4.12. If a member chooses to not renew a plot or chooses to move to a different plot then their current plot must be vacated before the annual registration deadline. This includes removal of all plants, fences, garden materials.

5. WATERING

- 5.1. As gardeners, we should be aware of environmental damage and must not waste water. Do not leave watering unattended. Do not leave common areas or neighbouring plots soggy and over-watered.
- 5.2. Do not water neighbouring plots unless specifically asked to do so.
- 5.3. No overnight watering
- 5.4. Obey municipal watering restrictions

6. THE SHED

- 6.1. The combination to the shed is confidential and must not be shared with non-members

- 6.2. If you track dirt into the shed, please sweep it out afterwards.
- 6.3. Do not store any personal items in the shed.
- 6.4. Drain and coil hoses before hanging them in the shed. A hose mount is located on the side of the shed to help with this process.
- 6.5. Tools must be cleaned, dried and stored in the shed after use.
- 6.6. Small garden tools such as hand shovels and hand rakes are not supplied.
- 6.7. Any damage to tools, equipment, or the shed lock must be reported at once to the general email account for the Administration Team.
- 6.8. Supplies such as wood, straw, discarded fencing and any other materials must not be stored in or around the perimeter of the shed. Materials may be neatly bundled and left in your garden plot.

7. GARBAGE and GREEN BINS

- 7.1. Take personal garbage and non-plant waste must be taken home with you. There is no garbage pickup on site.
- 7.2. Plant waste must be put in the green bins on site. Please shake off dirt before putting plants into the bins. Do not put rocks or large pieces of wood into the bins.

8. COVID-19

- 8.1. Official events and gatherings will adhere to the current advice of the Public Health Office.
- 8.2. Personal gatherings must be kept in line with the Public Health Office
- 8.3. Gloves must be worn when using any communal tools, and operating the shed lock.
- 8.4. One person at a time allowed in the shed
- 8.5. Please clean communal tools after use
- 8.6. If you are under quarantine or come into contact with someone under a quarantine order please do not come to the garden.
- 8.7. If you are experiencing any flu/cold-like symptoms please do not come to the garden
- 8.8. Please maintain a distance of at least six feet (2m) between people when in the garden.