

**REPORT #:** PDS 2014 29

**DATE:** 17 Jun 2014

**TO:** Mayor and Members of Council

**SUBJECT:** **Community Gardens – Proposed Policy, Location, and Committee**

**PREPARED BY:** Tami Kitay, Senior Planner

**1. RECOMMENDATIONS:**

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That Report No. PDS 2014 29 entitled “Community Gardens – Proposed Policy, Location, and Committee” be received; and

That Council approve the Community Garden Policy contained herein; and

That Council endorse Lion’s Park as the Town’s first community garden pilot project location; and

That Council authorize a budget of \$15,000.00 to be drawn from the 2013 surplus to Leisure Services for the construction of the community garden facility; and

That Council appoint BWG Community Initiatives as the Community Garden Committee for a period expiring on January 31, 2016.

**2. PREAMBLE:**

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Following an October 2013 information report to Council, staff have undertaken a public consultation process in an effort to design and create a community garden policy, facility, and administrative committee. The purpose of this report is to recommend that Council approve Lion’s Park as a pilot community garden location, allocate funds for its initial construction, and permit BWG Community Initiatives to operate, maintain, and administer the community gardens facility.

**3. BASIC DATA PERTAINING TO THE MATTER:**

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**3.1 COMMUNITY GARDEN OVERVIEW**

The Town of Bradford West Gwillimbury prides itself on the strength of its agricultural

community and the quality of the produce grown within its borders. Organized growth has led to a dramatic increase in development within the Bradford urban boundary forming a distinct edge between the urban and agricultural landscapes. With the movement towards more compact and efficient built form within the Bradford urban area, private backyards are being utilized as an extension of living space rather than as a family vegetable garden.

Many municipalities in Canada and across North America support community garden initiatives for a variety of reasons, including but not limited to the health, economic, educational, social, and environmental benefits experienced by the participants and the community at-large. They provide for a sense of community by connecting people with similar interests and create opportunities for inter-cultural and inter-generational interaction. Community gardens can also be an important source of low-cost, nutritious food while promoting food security for participants. The Town's Official Plan seeks to recognize and reinforce both a strong urban centre and a strong agricultural community. Community garden activities bring both of these perspectives together.

A *communal garden* (also referred to as a community garden) is a single piece of land gardened collectively by a group of people. The resulting produce and/or plant materials are distributed amongst the volunteers or donated to specific causes (food banks, community meal organizations, crisis care facilities, etc.).

*Allotment gardens* (also referred to as community gardens) are lands separated into plots that are assigned to individuals, families, or groups and cultivated separately. The resulting produce and/or plant products are owned by the gardeners of the assigned plots.

For the purposes of this report and attached policy, the term *community garden* encompasses both meanings.

### **3.2 BACKGROUND**

On October 15, 2013, following an inquiry from the BWG Community Initiatives group, staff presented Council with an information report that discussed what community gardens are, what they can accomplish, and the challenges of implementation for the municipality. The report recommended that should Council determine that there was sufficient community interest and demand to create and maintain a community garden facility, the following actions should be undertaken:

- A review of municipal by-laws, policies, and regulations to ensure conformity and support for the establishment of community gardens, particularly at an intended location;
- A thorough assessment of potential locations and the identification of requirements;
- The creation of a community gardens policy;
- The provision of community consultation, outreach, and education sessions; and
- Locating a community partner who has the ability to contribute to the creation, administration, and on-going development of the community garden.

The purpose of this report is to discuss the actions undertaken by staff in this regard and to present Council with a proposed community garden policy, location, and administration committee for a pilot community garden project in the Town of Bradford West Gwillimbury.

### 3.3 WORKSHOP

On April 17, 2014, the Town hosted a community gardens workshop at the BWG Library and Cultural Centre. The workshop was advertised in the April 3, 2014 edition of the Bradford Times and published on social media (Facebook, Twitter, and the Town’s website). Library staff also advertised the workshop on their website, social media accounts, and on notice boards within the facility.

Before Council implements a community garden policy and provides financial and/or material support for such an initiative, they should be satisfied that both short-term and long-term support exists to initiate and maintain a community garden facility. As such, one of the purposes of the workshop was to determine if volunteer and participant capacity exists to support a community garden initiative.

There were twenty (20) people in attendance at the community gardens workshop representing a variety of perspectives and interests (see Attachment 5.1). The diversity of the participation in the community garden workshop demonstrated that there are several community groups interested in a community garden facility as well as a significant amount of interest from residents. Therefore, any community garden facility provided by the Town should be operated in an open and inclusive manner.

The format of the workshop included a staff presentation, guest speaker (Lynne Koss of Seeds for Change), and four (4) different participant-based exercises, summarized below:

1. Location map exercise: An aerial photograph of the Town of Bradford West Gwillimbury was placed at the front of the workshop room and titled: “Where Do You Want Your Community Garden?” Participants were asked to consider suitable locations for a potential community garden and to indicate their preferences by placing sticky arrows on the air photo. A disclaimer was provided that while no location could be guaranteed, participant preferences would help guide staff in finding a suitable location. Eleven (11) different locations were identified with four (4) locations having multiple indications of interest.

*Staff comment: The results of the location map exercise were reviewed and discussed with Leisure and Facilities staff. Potential locations were identified and short-listed based on the usage and operational characteristics of the sites. Collaboratively, a location for a pilot community garden project has been identified and two (2) future facilities have been selected should interest and demand result in the need for future community garden facilities. This is discussed in greater detail in sections 3.4 and 3.5 below.*

2. Table top exercise: Participants were asked to discuss with their group and identify the potential users of a community garden and what they would use it for. The purpose of this exercise was for staff to gain an understanding of the types of accommodations needed for a community garden facility and get a head start on thinking about programming opportunities for the future. The results have been aggregated in the chart below:

<b>Users</b>	<b>Uses</b>
<ul style="list-style-type: none"> <li>• Seniors (provides opportunity to create social situations, continue gardening,</li> </ul>	<ul style="list-style-type: none"> <li>• Education</li> <li>• Celebrating differences</li> </ul>

- potential to mix age groups)
- Students – elementary/high school
- Low income individuals and families
- Individuals
- Families
- Cultural groups
- Food bank
- People with disabilities (raised garden beds)
- Condominium and apartment dwellers
- Opportunities for those without land
- Diversity of people and needs
- Under privileged
- Nutrition
- Food skills
- Critical life skills – partnerships, cooking, gleaning (pears, apples, zucchini)
- Zucchini, peas, beans, lettuce, radishes, beets, tomatoes, cucumbers, herbs, green and yellow beans, green peppers, cultural foods
- Combination of communal and allotment gardens so people can choose which is most suitable for their needs
- Provide items to weekly community meals
- Create gardens related to historical time periods
- Develop skills related to harvesting, including canning, preserving
- Dwarf fruit trees for learning and getting produce
- Companion planting

**3. Post-it exercise:** Participants were asked to brainstorm with their group and using the coloured post-it notes provided, asked to write down community garden “needs” and “wants.” The purpose of the exercise was to help staff gain an understanding of the types of facilities required to implement a community garden while providing ideas for future improvement of such facilities. The results have been aggregated in the chart below:

### **Needs**

- Rain barrel
- Compost heap
- Security
- Cedar wood for beds (cannot use pressure treated wood)
- Worms
- Soil in sunshine
- Water sources
- Plants, not just seeds
- Implements
- Stakes
- Wood chips for pathways
- Plant markers
- Triple mix
- Water source
- Shed and tools
- Bathroom facility
- Raised beds
- Deep beds

### **Wants**

- Gardening tools
- Online website with schedule.
- Composter
- Large pots
- Water line/pump from SWM ponds
- Bench
- Table
- Shelter
- Water barrels
- Trellis
- Shade
- Seating
- Picnic table
- Bird detractors: reflectors, scarecrow
- Security
- Portable toilet
- Vertical trellises
- Benches, stones
- Little free library

- Mulch (at least 6" to reduce water use)
- Garbage receptacles
- Seed exchange event
- Sunlight
- Seat in shade
- Bike rack
- Gazebo/ pergola
- Shaded areas
- Rabbit proof fencing
- Educational training materials
- Bee house
- Organic/heirloom seeds plans
- Seed library
- Transit accessible
- Soilless mix (½ peat, ¼ sand, ¼ vermiculite)

4. Open discussion: The last exercise was an open participatory discussion seeking clarification as to the size of beds and the amount of land needed to establish a community garden. This generated some positive dialogue towards the design of the facility. Town staff heard that:

- Beds should be 8'-12' long;
- Beds should be 3' wide (4' is too hard for some to reach to the middle);
- Beds should be 2' high to allow access for persons using mobility devices; and
- Beds designed specifically for children should be 8" to 12" high.

*Staff comment: The needs and wants exercise, as well as the bed design discussion were reviewed with Leisure and Facilities staff. If approved, the community garden facility will be constructed in such a manner as to allow flexibility for all of its users, as discussed in greater detail in section 3.4 below.*

### **3.4 PROPOSED LOCATION FOR A PILOT COMMUNITY GARDEN FACILITY**

#### Location

The feedback, discussions, and input received from the workshop participants and other members of the public interested in a community garden facility were instrumental in locating a suitable location for the Town's first community garden facility. Planning, Leisure, and Facilities staff have been working collaboratively to locate a site that addressed most of the criteria identified in the community gardens workshop. Staff recommend that the location of the Town's first community garden facility be located at Lion's Park, 226 Colborne Street (see Attachment 5.2).

Lion's Park is centrally located within the Bradford Urban Area and is on the new BWG Transit route (route 2, Barrie Street-Britannia Avenue-Colborne Street). The proposed community garden site has parking, a water source, portable toilets, and is fairly level to help with accessibility. The proposed site is also located away from play structures, fields, and the splash pad as a way of reducing opportunities for conflict. The proposed location is west of the tennis courts, north of the parking lot, east of the ball diamond, and south of Gordon Court. The orientation of the proposed location and its distance from tree cover should ensure adequate sun exposure.

#### Design

The initial design of the community garden facility is to build an allotment-style facility with twelve (12) garden beds, 3' x 8' or 3' x 12' in size (to be determined on-site). Four (4) of these beds will be constructed at a height of 2' for participants who require mobility devices or would otherwise benefit for accessibility purposes. The remaining eight (8) beds would be approximately 12" in height. The size of the beds will allow the Community Garden Committee to further divide plots based on user group and/or demand.

The walkways between plots would consist of gravel or wood chips (to be determined by Facilities staff). There will also be additional room for a locking deck box or shed (to be provided by the gardeners), composter (donated), and other materials and/or facilities. The entire community garden facility will be fenced to aid in pest prevention. The construction of the community garden facility infrastructure will be completed by the Town's Facilities and Cemeteries Division.

### Cost

A community garden facility is a new level of service to be constructed, maintained, and overseen by the Leisure Services Department. Deliberations for the 2014 budget did not anticipate a community garden facility. As such, the Director of Leisure Services and the Manager of Facilities and Cemeteries have advised that should Council approve a community garden facility at Lion's Park, the one-time initial cost to construct the facility would be approximately \$15,000.00. This includes the construction of fencing, beds, walkways, water source, the provision of soil and other incidental facilities where available and appropriate, and labour. Leisure Services also advised that on an on-going basis, Council should anticipate an annual \$1,000.00 contingency budget for the community garden facility for maintenance and repairs.

## **3.5 PROPOSED FUTURE LOCATIONS**

The Lion's Park community garden facility should be considered as a pilot project. The Community Garden Committee (discussed below) will identify in their annual report the level of community participation, interest, and demand for the community garden facility. If sufficient interest and demand is demonstrated for a future community garden facility (quick sell outs, waiting lists, etc.), staff have identified two (2) future locations for Council's information:

### 1. Danube Seniors Centre

The Town owns an L-shaped vacant parcel of land directly adjacent to the east of the Danube Seniors Centre property at 715 Simcoe Road (see Attachment 5.3). The property is located approximately 1km south of the closest BWG Transit route 2 stop at Simcoe Road and Line 6.

The east-west portion of the parcel is anticipated to be incorporated into the future Bradford East plan of subdivision as part of the Danube Lane road extension. The north-south portion of the parcel could be used for a future community garden facility.

The Director of Leisure Services and the Manager of Facilities and Cemeteries has advised that the lands would require brush removal, a gravel parking area, and minor scraping to insure a

level community garden area. A water line could be extended from the existing Danube Seniors Centre to the community garden facility. The Director of Leisure Services and the Manager of Facilities and Cemeteries have advised that the one-time initial cost to construct a community garden facility in this area would be approximately \$25,000.00. This includes site preparation (grading and parking) and the construction of fencing, beds, walkways, a water source, the provision of soil and other incidental facilities where available and appropriate, and labour. Leisure Services also advised that Council should anticipate an annual \$1,000.00 contingency budget for the community garden facility for maintenance and repairs.

## 2. Henderson Community Park

The Henderson Community Park Master Plan process is nearing completion and Council's approval is expected in the second half of 2014. A community garden facility was identified during the public design workshops as a key park use and an area for such a facility has been reserved in the northern phase of the park, adjacent to a parking area. The timing and cost of this facility are dependent on Council's approval of a future Henderson Community Park Feasibility and Implementation Plan.

## **3.6 POLICY**

Council's direction with regards to a potential community gardens initiative was that the Town would supply the location and facility and a non-profit community group would operate and maintain the community garden program. In response, staff have prepared a Community Gardens Policy for Council's consideration (see Attachment 5.4) to implement that expectation. The policy was designed to cover the fundamental responsibilities of each user group while allowing for flexibility for future facilities and programming.

The draft policy was circulated to the workshop participants on May 29, 2014 and posted on the Town's website on May 30, 2014 for public review and comment. At the time of authoring the report, no suggestions for changes had been received.

### Scope

The Community Gardens Policy applies to all publicly-owned lands within the Town of Bradford West Gwillimbury. This gives the Town control over the location, design, and infrastructure of community garden facilities on municipal properties. Furthermore, the Town's existing insurance policy would likely cover the municipality's interests in the event of an unfortunate incident. Any expressions of interest for community garden facilities on private property will be considered on a case-by-case basis and will be evaluated in terms of compliance with the Town's Official Plan, zoning by-law, other municipal policies and procedures. If successful, the implementation, operation, and maintenance of community garden facilities on private properties will be at the discretion of the property owner.

### Community Garden Committee

Council provided direction that a potential community garden facility should be operated and maintained by a non-profit organization and supported by community interest and demand. The proposed Community Gardens Policy sets out a transparent and fair method of selecting a non-

profit community group to run the community garden facility for a period of up to five (5) years. At the end of the term, the incumbent Community Garden Committee is permitted to reapply in accordance with the policy. The Town retains the right to cancel or end the term of the community garden committee at any time.

Section 3.1.2 of the proposed Community Gardens Policy sets out the application process to be appointed by Council as the Community Garden Committee. Specifically, Community Garden Committees must be formed by a non-profit group with a minimum of five (5) active volunteers committed to the development, maintenance, and operation of a community garden facility. Furthermore, the structure of the committee must be democratic, open to the public, and have specific Administrator and Treasurer roles. The Community Garden Committee is tasked with preparing an annual report to Council which will demonstrate the community's actual interest and demand for existing and future community garden facilities.

Section 3.1.1 of the Community Garden Policy sets out the responsibilities of the Community Garden Committee in maintaining and operating the community garden facility and permits the collection of fees to cover costs of administration. The fees are capped at \$50.00 per person per year in an effort to keep the community garden facility affordable and accessible and are not to be submitted to the Town.

### Competition

Farmers have sometimes taken issue with community garden facilities as having an unfair market advantage in creating competition. They have argued that public lands should not be used by individuals to produce agricultural product for sale or profit. Therefore, section 3.4(9) of the proposed community garden policy specifies that the use of product cultivated from the community garden may not be used for profit purposes. However, permission for fundraising for community garden improvements and activities has been provided.

## **3.7 COMMUNITY GARDEN COMMITTEE**

BWG Community Initiatives (BWGCI) is a non-profit community organization whose mandate is to make healthy and affordable food available to all residents of Bradford West Gwillimbury. They have been operating the Community Meal out of the Bradford United Church which serves on average forty people with a hot meal on Friday evenings at no charge. BWGCI is entirely funded through donations from local churches, service groups, and individuals.

In an effort to promote healthy eating, outdoor exercise, and building social networks between neighbours, BWG Community Initiatives has been instrumental in initiating the community garden project at the Town and providing valuable input and guidance into the creation of the proposed community garden policy and the design of the proposed community garden facility.

BWGCI operates in a democratic manner and the organization is open to the public. They have demonstrated interest and commitment to operating and administering the pilot community garden program in the Town for two years. As such, staff recommend that BWG Community Initiatives be appointed as the Community Garden Committee in accordance with section 3.1.2 of the community garden policy for a period expiring January 31, 2016. BWGCI is permitted to reapply as a Community Garden Committee in accordance with section 3.1.2 of the Community

Garden Policy at that time.

#### **4. EFFECT ON TOWN FINANCES:**

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##### **4.1 CURRENT YEAR:**

Should Council approve Lion's Park as the preferred location for the Town's first community garden facility, \$15,000.00 could be drawn from the 2013 budget surplus and directed to the Leisure Services Department to construct the necessary infrastructure for the community garden facility.

##### **4.2 FUTURE YEARS:**

Should Council move forward with a community garden initiative, an annual maintenance budget of \$1,000.00 should be allocated to the Leisure Services Department for the repair, maintenance, and protection of the initial infrastructure investment for each community garden facility.

Should sufficient public interest and demand for community garden facilities necessitate the need for a second location in 2015 or beyond, Council should consider a \$25,000.00 budget at that time for a community garden facility at the Danube Centre.

#### **5. ATTACHMENTS:**

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Attachment 5.1 – Community Gardens Workshop Chart: Nature of Participant Interest

Attachment 5.2 – Proposed Community Garden Pilot Facility – Lion's Park

Attachment 5.3 – Proposed Community Garden future facility – Danube Seniors Centre

Attachment 5.4 – Proposed Community Garden Policy

#### **6. APPROVALS:**

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Geoff McKnight, Director of Planning & Development  
Services

Approved - 03 Jun 2014

Ian Goodfellow, Director of Finance/Treasurer

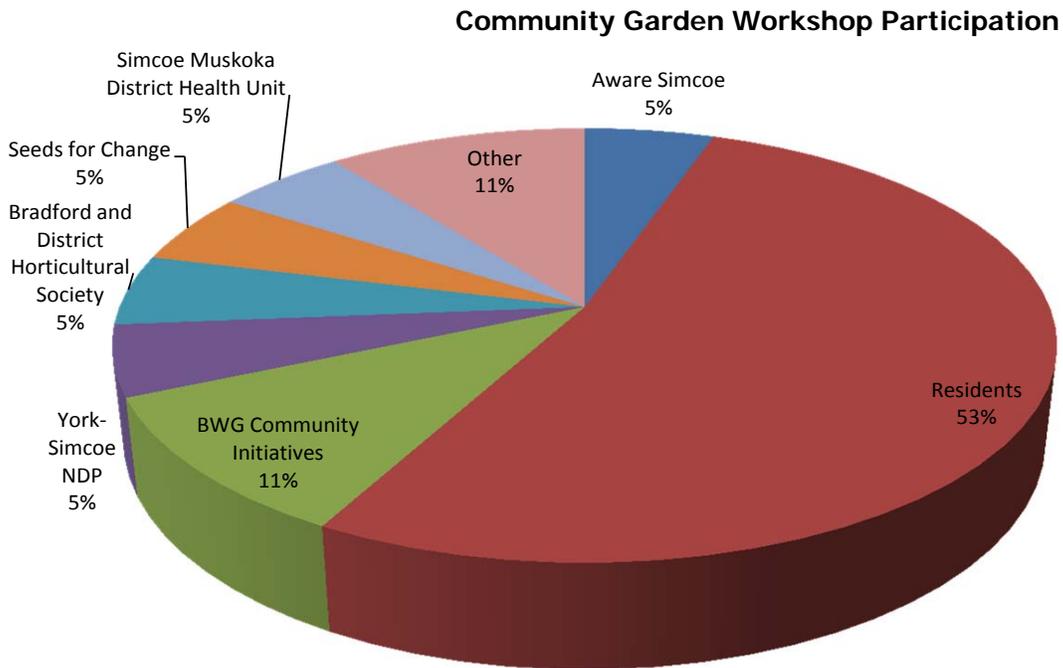
Approved - 04 Jun 2014

Jay Currier, Town Manager

Approved - 04 Jun 2014

## Attachment 5.1

The pie chart below demonstrates the nature of the workshop participants' interest in the creation of a community garden facility in the Town of Bradford West Gwillimbury:



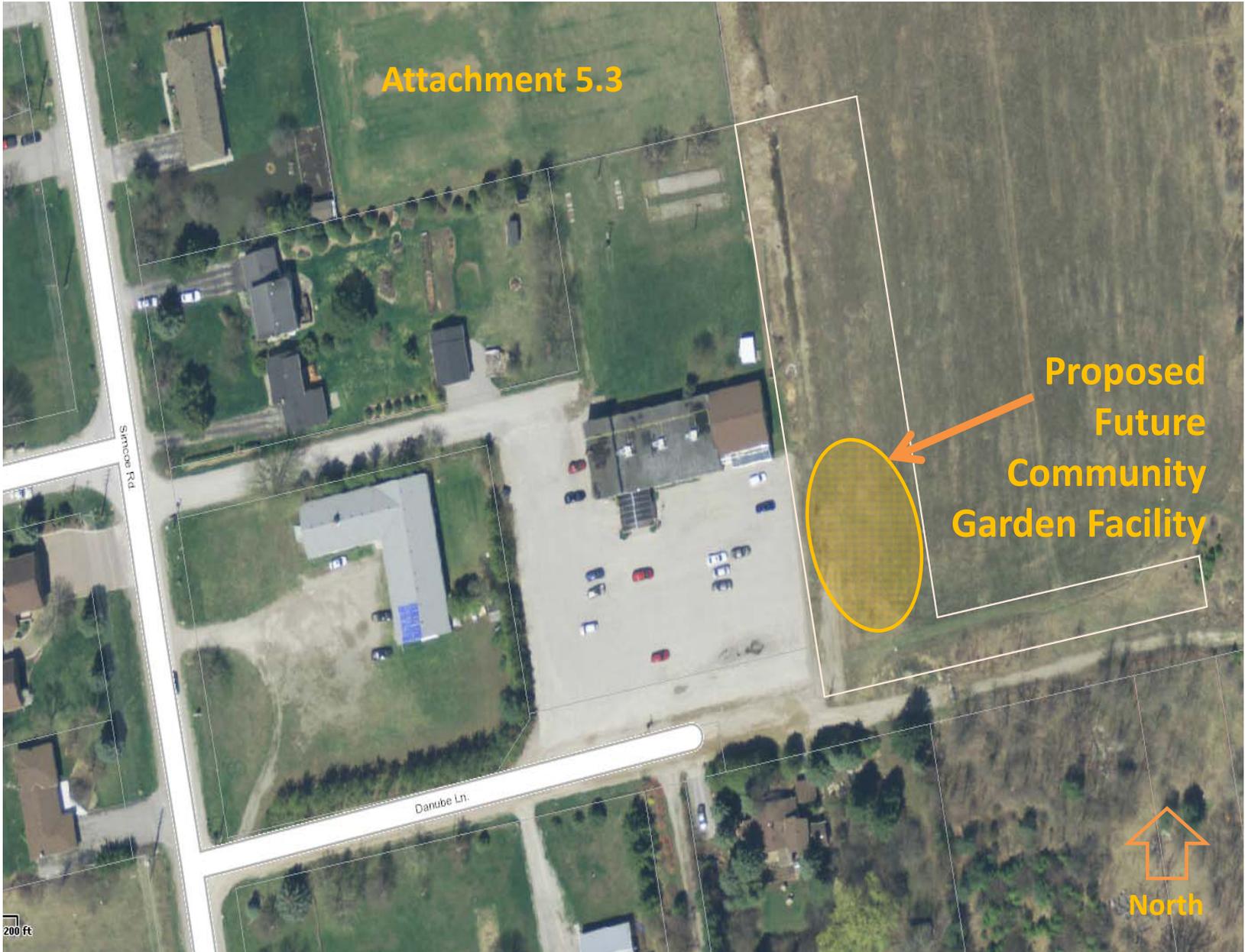
**Attachment 5.2**



**Proposed  
Community  
Garden Facility**



**Attachment 5.3**



**Proposed  
Future  
Community  
Garden Facility**

200 ft

**North**

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**TOWN OF BRADFORD WEST GWILLIMBURY  
COMMUNITY GARDEN POLICY**

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**1.0 PURPOSE**

The Town of Bradford West Gwillimbury recognizes that community gardens provide health, economic, educational, social, and environmental benefits to participants and the community at-large. They provide for a sense of community by connecting people with similar interests and create opportunities for inter-cultural and inter-generational interaction. Community gardens can also be an important source of low-cost, nutritious food while promoting food security for participants. The Town's Official Plan seeks to recognize and reinforce both a strong urban centre and a strong agricultural community. Community garden activities bring both of these perspectives together.

A *communal garden* (also referred to as a community garden) is a single piece of land gardened collectively by a group of people. The resulting produce and/or plant materials are distributed amongst the volunteers or donated to specific causes (food banks, community meal organizations, crisis care facilities, etc.)

*Allotment gardens* (also referred to as community gardens) are lands separated into plots that are assigned to individuals, families, or groups and cultivated separately. The resulting produce and/or plant products are owned by the gardeners of the assigned plots.

For the purposes of this policy, the term *community garden* encompasses both meanings.

The following policy sets out the manner in which community gardens on publicly-owned lands will be administered.

**2.0 SCOPE**

The Community Gardens Policy applies to all publicly-owned lands within the Town of Bradford West Gwillimbury.

**3.0 POLICY**

**3.1 Community Garden Administration**

The administration of each community garden facility is to be conducted by a non-profit organization, hereafter referred to as the "Community Garden Committee."

**3.1.1 Community Garden Committee Responsibilities**

The Community Garden Committee is responsible for:

- i. Ensuring all gardeners sign an agreement to participate in the garden that outlines the conditions of participation, including a waiver to hold the Town harmless and indemnification clause;

- ii. Orienting all new gardeners to the community garden facility, including water use, communal space, equipment usage and storage, expectations, and rules of conduct;
- iii. Meeting with Town staff at the beginning, mid, and end of season to monitor the garden's progress and to address issues in a timely fashion;
- iv. Charging, collecting, and accounting for fees received from gardeners on an annual basis. The amount of the fee shall be decided by consensus of the Community Garden Committee. All revenues collected are to be used for the purposes of the Community Garden Committee's administration, maintenance, and operation of the community garden facility and do not have to be remitted to the Town. The fee shall not exceed \$50 per gardener per year, unless otherwise authorized by Council; and
- v. Providing an annual status report to Council by November 30 of each year that details the number of plots, active gardeners, waitlist information, fee collection and usage, fundraising, expenses, and partnerships with businesses and other organizations.

#### 3.1.2 Community Garden Committee Selection

Applications to be considered as a Community Garden Committee must be submitted to the Director of Leisure Services by January 31. All groups applying to be a Community Garden Committee must be of a non-profit and/or charitable nature. Applications must demonstrate that they have:

- i. A minimum of five (5) active volunteers committed to the development, maintenance, and operation of the community garden facility;
- ii. Designated a "Community Garden Administrator" who will serve as the primary point of contact with the Town and assumes ultimate responsibility for the administration, maintenance, and operation of the community garden facility and ensures compliance with the Community Garden Policy;
- iii. Designated a "Community Garden Treasurer" who will be responsible for collecting fees, maintaining financial records, and preparing an annual report to the Town by November 30 of each year that includes the number of plots, active gardeners, waitlist, fees, fundraising, expenses, and partnerships with businesses and other organizations; and
- iv. Created a document to describe how the Community Garden Committee will be organized and plan to operate the garden facility, including:
  - a. A democratic structure to designate leadership and make decisions within the Community Garden Committee;
  - b. The process of how members of the public may join the Community Garden Committee; and
  - c. Any additional rules of conduct agreed upon by the majority of the Community Garden Committee.

Council will appoint the Community Garden Committee by April 30. The maximum term of a Community Garden Committee is five (5) years. The Town reserves the right to cancel or end the Community Garden Committee's term at any time. At the end of the

term, the incumbent Community Garden Committee is permitted to re-apply in accordance with the process outlined in section 3.1.2 above.

When faced with more applications for Community Garden Committee than community garden facilities, Council will select a Community Garden Committee by evaluating the following:

- The strength and quality of the application;
- The applicant's track record with community activities and events; and
- A demonstrated commitment to the Town.

### 3.2 Community Garden Rules

The Community Garden Committee is responsible for ensuring that the administration, maintenance, and operation of the community garden facility complies with the following:

1. Participation in the community garden facility must be made on a first come, first served basis with a preference to those who are Town of Bradford West Gwillimbury residents.
2. Access to the community garden facility is seasonal (May 1 – October 31). All above ground materials, including plantings, stakes, and/or markers, must be removed by October 31 unless the gardener has reserved the same plot for the following year. Then, only perennials may remain over the winter season.
3. Community garden facilities are open to the gardeners between sunrise and sunset. The Community Garden Committee may designate a more restrictive access timeframe, as per rule 5 below.
4. The use of pesticides is not permitted in the community garden facility at any time. Fertilizers must be used according to manufacturer's instructions and shall not be left unattended. The use of organic fertilizers and compost is encouraged, preferred, and recommended.
5. Any additional rules agreed on in consensus by the Community Garden Committee.

### 3.3 Town of Bradford West Gwillimbury Support and Commitment

The Town of Bradford West Gwillimbury supports the use of certain public lands for community gardens and commits that:

1. The Town will provide initial assistance to construct the community garden, including fencing, bed structures, walkways, and accessory facilities, where applicable and available.
2. The Town will supply, locate, and empty recycling and trash containers as part of routine property maintenance.
3. The Town will host a website dedicated to community garden information.
4. The Town reserves the right to conduct inspections of the community garden facility. If any contravention of Town by-laws, rules, policies, and/or procedures is found, the Community Garden Administrator will be notified. Depending on the severity of the infraction, the restriction and/or cancellation of the gardener's privileges may result.
5. The Town reserves the right to discontinue or cancel the community garden program at any time with 30 days written notice to all gardeners.

### 3.4 Gardener's Responsibilities

Interested gardeners will apply to the Community Garden Committee for access to the community garden and agree:

1. To pay an annual rental fee to rent a plot within a designated community garden;
2. To keep their plot(s) weeded and tidy;
3. That if a gardener's plot becomes unkempt and/or invasive to other plots, they will be given 10 days notice to remedy the situation by the Community Garden Committee. If the gardener does not comply within 10 days, their plot may be remedied by the Community Garden Committee, reassigned to another gardener, and/or have their annual fee forfeited;
4. To not plant corn and/or any tall crops where they will shade other gardener's plots unless the gardener can demonstrate that there will not be a negative effect to the satisfaction of the Community Garden Committee;
5. That garden plots may be used to grow vegetables, grains, berries, fruits, beans, herbs, and flowers;
6. Smoking is prohibited within the community garden facility;
7. Pets are not permitted in the community garden facility;
8. That gardeners are responsible for supervising any guests they bring to the community garden facility, including other adults, youth, and children;
9. That gardeners shall not sell garden produce or engage in for-profit business practices resulting from the community garden facility. Gardeners may fundraise for site improvements and activities;
10. That all structures, facilities, and/or buildings not provided by the Town must receive approval from the Director of Leisure Services and/or his/her designate prior to installation;
11. That theft of items in or around the garden will result in expulsion; and
12. That any gardener who feels that the rules governing the community garden have been violated is to provide a written complaint to the Community Garden Administrator.

DATE DRAFTED: May 26, 2014  
DATE ADOPTED: June 17, 2014 (expected)  
DATE OF REVISION: June 3, 2014