



Garden Guidelines

PRINCIPLES

The purpose of the North Shore Community Garden Society (NSCGS) is to oversee the use and management of community gardens on the North Shore. Our aim is to:

- Promote a diversity of approaches to sustainable gardening
- Encourage co-operation, education and community involvement
- Share and develop knowledge and practice of organic gardening
- Promote well-being by providing access to garden space, and to public gathering space
- Establish and maintain a sustainable method of bio-diverse gardening

To this end, the following rules and regulations reflect the public nature of the gardens and of the gardening activity where the long-term success of a community garden depends on everyone's involvement.

We appreciate your participation - as the garden is intended to be a place that is visible and accessible for the local community to enjoy, all gardeners are responsible for the upkeep of the garden, its boundaries, pathways, seating, storage, composting and recycling facilities, as well as dedicated maintenance of one's plot. The success of the garden depends on your participation and consideration of your fellow gardeners.

Payment of the annual plot rental fee signifies that the gardener agrees to uphold these guidelines. Gardeners not following these guidelines are subject to the loss of their garden plot.

GENERAL RULES AND REGULATIONS

1. This is an organic garden, employing sustainable gardening practices.
2. Plots are leased for a one year term that runs from April 1 to March 31, with an option to renew, provided that you have adhered to these guidelines which you have read and signed.
3. Pick your produce when it is ripe, and consider donating any surplus to the Edible Garden Project.
4. Pets are not allowed in the garden.
5. Pressure treated wood is not to be used in the garden plots.

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Eligibility	<ul style="list-style-type: none"> ● Applicants must be a resident of the municipality on the North Shore where their garden is located
Allotment	<ul style="list-style-type: none"> ● One garden plot is allocated 'as is' per household, and includes access to water and common space in the garden
Process	<ul style="list-style-type: none"> ● Notification of available plots is made by the Garden Coordinator(s) ● Current gardeners, in registered order from the internal waitlist, have the first options to move to a vacated plot. Plots are then assigned in order to new gardeners from the external wait list. ● The Garden Coordinator(s) must be notified within 7 days if the plot will be accepted, otherwise it will be offered to the next person on the wait list ● Plots designed to accommodate those with a disability will be assigned: <ul style="list-style-type: none"> ○ to a current disabled gardener who wishes to move, or ○ to the first eligible disabled individual on the wait list, or ○ the next person on the wait list
Fees	<ul style="list-style-type: none"> ● Payment is due by March 1. If fees are not received by this date, the plot will be reassigned ● Payment is made to the Garden Coordinator(s) by cash or cheque ● Cheques are to be made out to "The North Shore Community Garden Society" ● Fees may be pre-paid at the Annual General Meeting (AGM) which is held in February of each year ● Fees are not pro-rated and no refunds will be given
Usage	<ul style="list-style-type: none"> ● Plots may be tended all year ● For seasonal gardeners, signs of active gardening must be underway by May 1st and plots must be prepared for winter by Nov 1st ● If a gardener is temporarily unable to tend his or her plot, an assistant may be appointed, to a maximum of one year, subject to review and approval by the Garden Coordinator(s)
Contents	<ul style="list-style-type: none"> ● Gardeners are welcome to grow plants of their choosing, subject to the following restrictions and considerations: <ul style="list-style-type: none"> ○ no plant species deemed invasive (see Appendix A) ○ keep all plants confined to one's plot ○ plants should not overhang plot borders or encroach on pathways ○ plants should not cause excessive shading of neighbouring plots ○ trees are not to be planted in garden plots ○ please refer to your gardens specific guidelines, available from your coordinator, for additional information ● Within plots, approval from the Garden Coordinator(s) is required for the following: <ul style="list-style-type: none"> ○ structures, trellises, netting (including transparent filament netting, which is a hazard to birds), or similar ○ plastic sheeting and plastics in general

GARDEN MEMBER RESPONSIBILITIES

1. Plot maintenance

- Plot holders must maintain adequate soil levels for good gardening and plot maintenance throughout the year.
- Gardeners are to use natural methods to control weeds growing in plots or adjacent pathways and prevent the spread of plant diseases. Only organic methods are permitted.
- Help to conserve water by getting to know your plants and the water requirements of each.
- **Sprinklers and soaker hoses are not to be used.**
- When finished with watering equipment, shut off the water supply valves, then drain, return, and store equipment in the tool shed.
- Avoid watering neighbouring plots unless asked.
- Innovative water saving practices are encouraged, such as mulching or shading.
- Gardeners are expected to active gardening during the growing season and not just maintain a plot of weeds and/or stagnant plants.

2. Community Garden Maintenance

- All refuse is to be properly disposed of in the compost bins or recycle bins (on-site if available, or take it to your own green waste at home).
- Gardeners are expected to commit to scheduled Tasks and Work Parties
- Please exercise careful and proper management of the compost bins following the composting guidelines applicable to the jurisdiction where the garden is located.
- Maintain the cleanliness of tools and the garden shed.
- **Community garden tools are not to be taken off-site.**

3. Mandatory Participation

As the long term success of a community garden depends on everyone's involvement, all gardeners are expected to:

- Complete 12 hours per year of mandatory volunteer service as defined by Garden Coordinator(s).
- Keep up to date with Garden news, issues and events which will be sent via email, posted on the shed by the Garden Coordinator(s) or posted on the NSCGS website
- Attend the Annual General Meeting (AGM) (counts toward volunteer hours)
- Attend other meetings if required by the Garden Coordinator(s)
- Working on your own plot during work parties does not count toward volunteer service.
- Treat each other with respect and keep the garden a welcoming space, free of any form of harassment or discrimination

4. Garden Safety

- The garden plots should maintained free of hazardous substances
- No tools should be left in the garden plots
- No sharp objects such as scissors, knives or pruners should be left unattended in the garden plots
- The pathways should remain clear and free of tripping hazards
- All safety concerns should be reported to the garden coordinators

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PROCESS FOR DISPUTE RESOLUTION

- Gardeners who fail to comply with these guidelines will receive one warning via email.
- All disputes or interpretations of these rules and regulations will be arbitrated by the Garden Coordinator(s) in discussion with the respective parties.
- If disputes are not resolved, the NSCGS Board of Directors will act as an arbitrator.
- If the violation is not rectified, or if a suitable remedy cannot be agreed upon by the gardener and Garden Coordinator(s), the plot will be re-assigned.

GARDEN SPECIFIC GUIDELINES

1. Lillooet Park Community Garden

Parking is not allowed on Old Lillooet Road, except for holders of accessible parking permits. Parking is available on Lillooet Road where there is a pathway that connects to the garden. Gardeners are encouraged to walk, bike, or use public transit whenever possible to get to the garden

2. Charros Community Garden

Please ensure that gardening activities are contained to the site, and do not interfere with the neighbouring property.

3. North Vancouver City Hall Community Garden

As this garden is located in a highly public and visible location on the grounds of City Hall:

- Noise and distraction of gardening and other Community Garden activities must be kept to a minimum especially during business hours.
- Garden activities must be confined to the garden area itself and not spread out onto the grounds of city hall.
- Pathways and entry points to City Hall must be kept clear at all times.
- Due to its special location, the Garden must be left in a neat and orderly manner at the end of each day and/or whenever a gardener is not using the space.
- Raspberries and Blackberries are not permitted.
- Noxious and invasive plants are not permitted.
- Pergolas, trellises, bean poles, and any other structures shall not be taller than 3 feet.
- No plant or bush shall exceed 3 feet in height.
- The Garden is to be maintained to a matching standard to the surrounding City Hall grounds

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APPENDIX A

PROHIBITED PLANTS:

Mint
Raspberry
Japanese Knotweed (Mexican Bamboo) (*Polygonum cuspidatum*)
Purple Loosestrife (*Lythrum salicaria*)
Scotch Broom (*Cytisus scoparius*)
Himalayan Blackberry
Baby's Breath (*Gypsophila paniculata*)
English Ivy (*Hedera helix*)
Giant Hogweed (*Heracleum mantegazzianum*)
Oxeye Daisy (*Chrysanthemum leucanthemum*)
Spotted Knapweed (*Centaurea maculosa*)
English Holly (*Ilex Aquifolium*)
Old Man's Beard Clematis (*Clematis vitalba*)
Yellow Archangel (*Lamium galeobdolon*)
Castor Bean Plant (*Ricinus Communis*)

ADDITIONAL PROHIBITED SPECIES AS IDENTIFIED IN THE BC WEED CONTROL ACT:

Periwinkle (*Vinca minor*)
Policeman's Helmet or Himalayan Balsam (*Impatiens glandulifera*)
Annual Sowthistle (*Sonchus oleraceus*)
Canada Thistle (*Cirsium arvense*)
Crupina (*Crupina vulgaris*)
Dalmatian Toadflax (*Linaria dalmatica*)
Diffuse Knapweed (*Centaurea diffusa*)
Dodder (*Cuscuta* spp.)
Gorse (*Ulex europaeus*)
Hound's-tongue (*Cynoglossum officinale*)
Jointed Goatgrass (*Aegilops cylindrica*)
Leafy Spurge (*Euphorbia esula*)
Perennial Sowthistle (*Sonchus arvensis*)
Purple Nutsedge (*Cyperus rotundus*)
Rush Skeletonweed (*Chondrilla juncea*)
Scentless Chamomile (*Matricaria maritima*)
Spotted Knapweed (*Centaurea maculosa*)
Tansy Ragwort (*Senecio jacobaea*)
Velvetleaf (*Abutilon theophrasti*)
Wild Oats (*Avena fatua*)
Yellow Nutsedge (*Cyperus esculentus*)
Yellow Starthistle (*Centaurea solstitialis*)
Yellow Toadflax (*Linaria vulgaris*)

Sunflowers: Sunflowers are allowed in some gardens subject to individual garden rules. Check with your Garden Coordinator(s) if you want to grow them. If sunflowers are grown in community gardens, seed heads must be removed before they drop or scatter seeds. **No parts of the plant can be added to onsite compost.** They must be either taken off site or buried in your own plot to decompose. Failure to do so may result in sunflowers being banned from the gardens.

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The following is to be completed by each gardener accepting a plot and is to be submitted along with payment to the Garden Coordinator(s)

NSCGS and its Officers and Committee Members will comply with the requirements of “PIPEDA” (<https://www.priv.gc.ca/en/privacy-topics/privacy-laws-in-canada/the-personal-information-protection-and-electronic-documents-act-pipeda/>) as it relates to personal information of members collected, used or disclosed in the normal daily operations of the Society including names, addresses, telephone numbers, and e-mail addresses. With the exception of a garden's roster, which contains member names, plot numbers, and e-mail addresses, no “personal information” shall be provided to or used by any member or outside person or entity, except for use in official NSCGS business only. For information regarding NSCGS's privacy policy, please contact our Board Secretary at northshorecommunitygardens@gmail.com.

I hereby certify that I have read, understood, and agree to follow the North Shore Community Garden Society Garden guidelines. I hereby certify that I do not have and will not obtain another paid community garden plot on the North Shore while holding this plot with NSCGS.

Name		Garden	
		Plot #	
Address			
Email		Date	
Signature		Home & Mobile Phone #	

DISCLAIMERS

The NSCGS reserves the right to change and/or to amend these rules and regulations.
The NSCGS is not responsible for any lost, stolen or damaged property, plants or other items owned or used by gardeners.

From time to time we hold public events in our garden and take photographs during those events. It would be easier for us to know ahead of time if you are okay with us using your own (or your child's) photo in venues such as our website or local paper to celebrate what's happening in the garden. Please let us know your preference by completing the section below:

Photograph / Video Release Form

****To be completed only if consent is being granted****

I hereby give permission for images of myself and/or my child, captured during regular and special North Shore Community Garden Society (NSCGS) activities through video, photo and digital camera, to be used solely for the purposes of NSCGS promotional materials and publications, including print materials, website and video, and waive any rights of compensation or ownership.

Name (Please Print)			
Child's Name (if under 18)			
Signature		Date	