



## LAC LA BICHE COUNTY POLICY

TITLE: COMMUNITY GARDEN	POLICY NO: PI-63-001
RESOLUTION: 10.007	EFFECTIVE DATE: JANUARY 12, 2010
LEAD ROLE: MANAGER, ENVIRONMENTAL PLANNING	NEXT REVIEW DATE: APRIL 28, 2012
SPECIAL NOTES/CROSS REFERENCE: CM-62-007	AMENDMENT DATE:

### POLICY STATEMENT:

Lac La Biche County recognizes community gardening as a valuable community recreational activity that contributes to the health and well-being, positive social interaction and community development for the betterment of all residents.

For the purposes of this policy, a “community garden” is defined as a plot of land where individuals, families, groups, associations, societies or other organizations from within the community participate in agricultural and horticultural activities that will result in the production of vegetables, edible berries, flowers, as well as ornamental and native plants.

### PROCEDURE:

1. The community garden will be developed under the municipal authority of Lac La Biche County through the Planning and Infrastructure Services Department under the supervision of the Environmental Planning Department and administered, maintained and coordinated by Agricultural Services.
2. The community garden will be developed on land owned by Lac La Biche County within the property described as SE 5-67-13-W4M.
3. For the purposes of this policy the primary gardener and the individuals listed on the gardening agreement will be called “gardeners”.
4. Gardeners who fail to comply with, or are in violation of the policies and procedures as stipulated in this policy and the gardening agreement will be subject to one or all of the following consequences:
  - i. forfeiture of plot and any crops growing there,
  - ii. referral of the matter to Protective Services Community Peace Officer.
5. The Agricultural Services department under the supervision of the Manager of Environmental Planning will be responsible for:
  - i. The development of a garden site plan and area layout with adequately sized plots that have suitable growing conditions for crop production.
  - ii. The research, development and implementation of
    - a. the program policy and procedures,

- b. rules and regulations,
  - c. yearly maintenance and activity schedule,
  - d. fee structures and services,
  - e. recording and reporting documents for assessing future needs,
  - f. partnerships with individuals, groups or organizations that would enhance the program.
6. The community garden plots are allotted to the gardeners for private use; however, the land remains the sole ownership of Lac La Biche County and subject to municipal bylaws as well as provincial and federal acts and regulations including the prohibited use of alcohol and tobacco. In accordance with public health regulations, animals will not be allowed at the garden.
7. To be eligible for a community garden plot the gardener must be a full-time resident of Lac La Biche County.
8. Garden plots will be assigned on a first come first serve basis. Initial plot requests are limited to one per individual and will have a limited duration of ownership from the first day of confirmed assignment to the date confirmation of clean up for that calendar year. A waiting list will be established in the event that:
  - i. a plot becomes available as a result of forfeiture of the agreement or enforcement of regulations,
  - ii. available plots remain after initial registration deadline and all plot assignments have been made,
  - iii. a gardener requests permission to share-crop due to hardship or personal circumstances.
9. Registration will begin on April 1st of each year and gardeners will be given notice of deadline at least two weeks prior to the date which will be advertised in the local newspaper. All persons gardening or assisting with the care and maintenance of the plot must be listed on and sign the plot agreement and waiver form. Plot assignments will not be made until gardeners sign the agreement and waiver form.
10. Fee structure will be determined on a yearly basis following assessment of the needs and demands of the community garden program.
11. Gardeners do not have the right to choose their plot. Plot assignment will be made through lot draws in public view by the Agricultural Services staff. "Plot Swapping" is discouraged. Gardeners do not have the right to reassign their plot. Administration of plot reassignment is the sole responsibility of the Agricultural Services staff or designate.
12. The gardeners are responsible for ensuring a crop is planted by June 10 of each year on their plot. If the land remains open the plot is subject to be reassigned. However, in the instance of crop failure the gardener has an opportunity to re-seed.
13. Gardeners are responsible for keeping their plot and the paths surrounding their plot clean and free of weeds. No debris, garbage etc should be left at the site, and containers will be provided at the grounds for their disposal.
14. Gardeners must be considerate of their neighbors. Gardeners must maintain plants within the plot borders ensuring that sprawling plants are kept in check and tall plants are in areas where they will not block the available sunlight to other plots.

15. Plot corners will be clearly marked by stakes and will be used as permanent boundary markers and should not be moved or plots resized. Individual fencing of plots is allowed but must be:
  - i. within the plot border,
  - ii. must not encroach on other plots,
  - iii. kept under 3 feet tall,
  - iv. removed at the end of the season by the gardeners.
16. Pesticide use is prohibited.
17. Access to the community garden will be restricted to County staff and gardeners. Gardeners are not allowed to give their gate key to anyone without permission from the Agricultural Services staff or designate.
18. Gardeners will be required to park in designated areas only.
19. Lac La Biche County Agricultural Services staff will be inspecting the area on a weekly basis. Garden plots that have excessive overgrowth of weeds and garden plants that are considered out of control will be:
  - i. given notice to clean up with a 7 day allowance for compliance. If failure to comply,
  - ii. notified of failure to comply and given an additional 24 hours to clean. If failure to comply,
  - iii. plowed under and plot rights forfeited to the County.
20. Gardeners must notify the Agricultural Services staff or designate if they are no longer able to tend the plot or will be absent for long periods of time in order to ensure that the appropriate arrangements have been made in advance to care and maintain the plot.
21. Any conflicts arising from the community garden shall be managed by the gardeners attempting to cooperatively resolve the matter amongst themselves. If unable to resolve the matter, parties will discuss the matter with Agricultural Fieldman and the Manager of Environmental Planning whose final decision is binding.
22. The gardeners shall indemnify and save harmless Lac La Biche County, its employees and agents from any and all claims, demands, actions and costs, including legal costs (on a solicitor/client basis) as well as claims from the gardeners and third parties for any loss arising out of any gardening agreement, excluding any loss resulting from the negligence of Lac La Biche County or its employees or agents.

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 "Original Signed"  
 Chief Administrative Officer

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 January 22, 2010  
 Date

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 "Original Signed"  
 Mayor

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 January 22, 2010  
 Date