



**THE CORPORATION OF THE  
TOWNSHIP OF ADJALA-  
TOSORONTIO**

**Community/Pollinator Garden  
Policy**

**POLICY # ADM 2021-01**

**ENACTED BY COUNCIL: July 14, 2021**

**MOTION NUMBER:**

**REVISED BY COUNCIL:**

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**1 PURPOSE**

- 1.1 The Township of Adjala-Tosorontio supports Community and Pollinator Gardens on Township owned lands in partnership with Community Groups in order to promote community healthy living and citizen engagement.

**2 SCOPE**

- 2.1 This policy is applicable to any members of the public participating in a Community Garden Group. This policy is a guideline and framework for residents to collaborate, organize, promote, educate, cultivate, and provides healthy harvest of food and beneficial plant life.

**3 DEFINITIONS**

- 3.1 For the purposes of the Policy:

- 3.1.1 Community Garden means a site, located on Township owned lands, that is divided into plots and operated by a Community Garden Group for growing produce, flowers, and native plants for not-for-profit use.

- 3.1.2 Community Garden Group Coordinator is the main contact person for the Community Garden plot.
- 3.1.3 Community Garden Group means all the people participating in the Community Garden.
- 3.1.4 Donation Plot means a garden plot where food is planted and harvested by a Community Garden Group and donated to a local food bank, or other such related organization.
- 3.1.5 Garden Plot means a delineated portion of ground, within the Community Garden, intended for gardening produce, flowers and native plants for personal not-for-profit use by a Community Garden Group member.
- 3.1.6 Township means the Corporation of the Township of Adjala-Tosorontio.

### **3 SITE SELECTION**

- 3.1 Community garden members, organizations, neighbourhood associations and groups interested in developing a community garden must submit a written proposal to the Township Council.
- 3.2 In identifying new community garden locations, consideration will be given to the following: supportive community members, availability of the proposed site; sites that do not require site clearing, satisfactory underlying soil quality and drainage, adequate sun exposure for plant growth, close proximity to neighbourhoods and areas of population density, site accessibility during the gardening season, site is not in the presence or proximity of significant natural, cultural or heritage sites.  
  
In accordance with Ontario Regulation 153/04 (as amended) pertaining to prohibited changes of land use, only municipal lands where the current or last known use was residential, parkland, or agricultural will be considered.
- 3.2 The use of sustainable gardening practices must be followed in all community/pollinator gardens and all garden members must agree to abide by the *Province of Ontario's Pesticide Act 63/09*. Chemical insecticides, herbicides, fungicides and fertilizers are prohibited in all community/pollinator gardens. Insecticidal soaps may be used in the control of pests and compost and composting manures may be used in soil conditional and fertilization. Environmental innovation and demonstration is encouraged.
- 3.3 The Township will provide one rain barrel (subject to availability) for every Community/Pollinator Garden where there is no access to municipal water.

## **4 RESPONSIBILITY**

- 4.1 Township of Adjala-Tosorontio to:
  - 4.1.1 Support the development of Garden and Donation Plots within Community Gardens.
  - 4.1.2 Provide advertising and promotional support to Community Gardens through the Township's website and social media.
- 4.2 Customer Service Lead to:
  - 4.2.2 Oversee the volunteer application forms for the various Township Community Garden locations.
- 4.3 Public Works Department Supervisor to:
  - 4.3.1 When necessary, assessing proposed Community Garden locations.

## **3 POLICY REQUIREMENTS**

- 3.1 Community Benefits and Involvement
  - 3.1.1 A Community Garden Group Coordinator must be selected and/or elected through an open and transparent process.
- 3.2 A Community Garden Group may:
  - 3.2.1 Promote the production of local, healthy, and fresh food in and to enhance local food security.
  - 3.2.2 Provide gardening and other environmental education programming to encourage the involvement of schools, youth and senior groups, and other interested community groups.
  - 3.2.3 Host harvest festivals and other family-oriented activities that encourage positive social interactions within the community; and,
  - 3.2.4 Donate surplus food to local food banks or other organizations.
  - 3.1.5 The Community Garden Group must submit an annual report to the Clerk's Department for inclusion to a regular Council Agenda. The Annual report should detail its activities, amenities, photos (if available) and list of current membership.

## INSURANCE

The Community Garden Group must sign the Community Garden Agreement Volunteer Form corresponding to the Community/Pollinator Garden the garden work is to be conducted on in order to comply with the Township's insurance requirement.

### **3.3 CODE OF CONDUCT**

The Community Garden Group is responsible for proper disposal of waste from the Community Garden site.

The Community Garden Group is responsible to always keep the Community Garden clean and free of debris and garbage.

Smoking is prohibited in the Community Garden as per the *Smoke-Free Ontario Act, 2017* (Community recreational facilities, outdoor grounds of a community recreational facility and any public areas within 20 metres of its grounds).

To reduce potential rodent problems, Community Garden Group members are discouraged from importing and composting food waste at the Community Garden site.

Young children must be supervised at all times at all Community Garden Sites.



## Community/Pollinator Gardens

Garden Plot Size: **10 x 20 feet**

Community Garden Location: \_\_\_\_\_

Community Garden Group Coordinator Name:

\_\_\_\_\_

Home Address: \_\_\_\_\_

\_\_\_\_\_ Province: ON / Postal Code: \_\_\_\_\_

Main Phone Number : \_\_\_\_\_

Email Address : \_\_\_\_\_

If additional gardeners will access the plot please provide name & phone numbers:

_____	_____
_____	_____
_____	_____
_____	_____

### Garden Plot Rules:

Please note that all gardeners are expected to observe the following rules:

1. The garden pots must be maintained in a weed-free and garbage-free condition. Any refuse can be placed in the area near plots for removal.
2. Plants placed in garden plots should be of annual variety, or be capable of being removed at the end of the season.
3. Water is available from the Township provided rain barrels.

4. Any equipment used on site of the garden plots must be removed each day.
5. Each person is responsible for guests visiting their garden plot site.
6. Please show respect to neighbouring properties. Trespassing on neighbouring properties is strictly prohibited.
7. Gardeners must clean up at the end of the season.

## **Waiver**

I, for myself, my heirs, executors, administrators, successors and assigns, hereby release, waiver and forever discharge, the Corporation of the Township of Adjala-Tosorontio and all other associations sanctioning bodies and sponsoring companies, and all respective agents, officials, servants, contractors, representatives, elected and appointed officials, successors and assigns of and from all claims, demands, in all respect of death, injury, loss or damage to my person or property howsoever spectator, participant, or otherwise; whether prior to, during subsequent to the event and notwithstanding that same may have been contributed to or occasioned by the negligence of any aforesaid.

I further hereby undertake to hold and save harmless and agree to indemnify all of aforesaid from and against any all liability by any or all of them arising as a result of, or in any way connected with my participation that said event.

By submitting this application, I acknowledge I have read, understood and agree to the above waiver release and indemnity.

Name: \_\_\_\_\_

Date: \_\_\_\_\_ Signature: \_\_\_\_\_