



# Community Garden & Food Forest Member Agreement

To apply for a garden plot please read this agreement and submit the application to [garden@crescentheightsyyc.ca](mailto:garden@crescentheightsyyc.ca)

## Community Garden Responsibilities

*The Crescent Heights Community Association's Community Garden and Food Forest Committee may also be referred to as the CHCA CGFF Committee in this document. The Crescent Heights Community Association may also be referred to as CHCA in this document.*

The Crescent Heights Community Garden and Food Forest Committee was established in 2018, and is an extension of the CHCA. The CHCA CGFF is volunteer driven. This includes garden design and builds, governance, garden plot registration, maintenance and all other garden improvement projects, including expansion beyond Phase I. The CHCA CGFF is funded by garden fees, private donations and the CHCA fundraising activities. The CHCA CGFF Committee will:

- collect garden fees and signed user agreements to register community gardeners and assign garden plots
- mark each garden plot on the garden plot map and maintain garden plot registration records
- gardener contact information will be used for garden communication only and will not be shared beyond fellow members without prior permission
- make the gardens as unencumbered and accessible as possible to all ages and ability levels and provide easy access to garden tools, water, composting bins and compost
- organize and assist volunteer work days for garden builds, cleanup and improvement of common areas, paths, and garden plots
- provide a communication board for garden information and user feedback
- answer inquiries in a timely manner and forward information regarding garden events
- provide the opportunity for returning gardeners to renew garden plots for the next season and for new gardeners to have fair access to newly available garden plots
- ensure that all requirements for Land Owners/Lease Holders (City of Calgary and the CHCA) are met, including providing liability insurance for CHCA members and volunteers of the CHCA CGFF through the CHCA
- provide water, a hose with nozzle and watering cans for hand-watering garden plots
- provide a lockable box/shed to house some tools and watering implements for the use of gardeners



## Community Member Responsibilities

Every gardener will act as a “Garden Ambassador” by greeting and welcoming visitors and answering questions or referring them to a CHCA Community Garden and Food Forest Committee member, and by identifying and reporting concerns and issues to the CHCA CGFF Committee and lastly by promoting the garden’s Mission, Vision & Values.

Members are encouraged to serve as Garden Champion for one week during the growing season. During this week, Garden Champions check the CGFF on a daily basis and report any issues to the CHCA CGFF Committee, ie, vandalism, broken hose or tool, etc.

All members are required to participate in the on-going maintenance of the CHCA CGFF to ensure that the necessary work is completed and that the work is shared equally rather than left up to a few members. Failure to maintain one’s plot will be considered “not in good standing” and removal from priority for plot rental for the following year. Members are encouraged to dress appropriately for the weather and to bring water and snacks to the following required maintenance events:

- **Spring Clean Up** – the fourth Saturday in May, from 10:00 am to 12:30 pm. In case of precipitation, back up date will be the fourth Sunday in May, from 1:30 pm to 3:00 pm.  
***Spring Clean-Up will begin with the Annual Garden Plot Members Meeting.***
- **Fall Clean Up** – third Saturday in October, from 10:00 am to 1:00 pm. In case of precipitation, back up date will be the fourth Saturday in October, at the same time. Members in good standing are encouraged to renew their plot membership for the following year at this event.
- Members will strictly adhere to organic gardening principles and will not use chemical fertilizers, pesticides, herbicides or insecticides in the gardens. All soil and compost brought into the CGFF must be organic.
- Composting should not include meat or dairy products: no fats or baked goods; no diseased plants, weeds or items gone to seed.
- Members will deal with insect infestations and keep weeds out of their garden plots and paths around their plots by manual/organic removal to prevent these from spreading to other plots. Please refrain from putting wildflower seeds in the gardens as they may contain weeds.
- Gardens that are not maintained (seeded, planted, weeded, watered, harvested, cleaned up) will revert back to the CHCA CGFF Committee (7 days after 2 notifications to the member).



## Community Member Responsibilities (continued)

- Each member is responsible to ensure that their garden is maintained during their absence (ie, vacation or illness).
- Members will not plant any invasive plants (mint (unless in a container placed into the plot), raspberries, wildflower perennials). Gardeners will not plant anything that will grow higher than 4 feet so as to not to shade other neighbouring plots.
- Members will respect other member's rights and not cause actions that are detrimental to other members or visitors.
- Members will ensure they take responsibility for their children and/or their friends or relatives accompanying them to the garden and make sure that children are always supervised.
- When there is compost available, members will take only their share and leave enough for other gardeners.
- If pets are accompanying a member, they must be supervised and on leash 10 feet from the CGFF so as to not soil in the garden areas.
- Members will only pick produce or flowers from their own garden plot.
- Smoking, vaping and use of e-cigarettes is not allowed in the garden area nor within 100 feet of the garden and any guests in the garden must follow the same guidelines.
- Members will be responsible for their own hand tools and ensure that any shared tools and equipment are cleaned after each use and stored appropriately.
- Make sure to turn water off and lock up the hoses and tools if you are the last one to leave.
- Members and visitors must ensure the noise levels are kept within the bounds of the Calgary noise bylaw.
- Failing to meet these agreement and guidelines may result in a membership being revoked and member not being invited to rent a plot in the next growing season.
- The operation of any power tools or equipment at the garden site is prohibited without prior notice to and permission from The Crescent Heights Community Garden and Food Forest Committee.



## Garden Plot Rental Terms

- This Membership Agreement covers the time period between May 1 and October 31.
- Each gardener can rent one plot that is reserved for one season.
- Gardeners must be residents of Crescent Heights to have a plot. Proof of residency is defined by purchasing a membership to the Crescent Heights Community Association. It is a requirement that each community garden member has a current CHCA membership.
- Associate Members of the Crescent Heights Community Association may also become members of the CHCA CGFF. Associate members will be considered only if the plots are not fully subscribed by resident members and are not renewable unless the same situation occurs.
- Garden plots may only be used for personal consumption, ie, cannot be used for commercial purposes.
- Growing cannabis is not allowed in the CHCA CGFF.
- Garden plots are on an application and lottery basis. Phase I will have 20 plots of two types and sizes. If there are 27 applications, for example, there will be a random draw for the 20 plots, based on the type and size requested. After the plots are all assigned, the remaining 7 would be the first to hold spots on the waiting list.
- Plot rental fees are \$25 for a 4'x4' plot or 2'x8' elevated plot. All fees are non-refundable. Fees will be reviewed annually. If the cost of renting a plot for the season is an issue, please contact the CHCA CGFF Committee to discuss options.
- All persons using the garden plots will be named on the signed agreement.
- Members are not permitted to trade or sublet their garden plot and may not register "in name only" while a friend or relative actually uses the garden.
- Any unassigned plots after the first Monday in June will be considered Community Plots by the Crescent Heights Community Garden and Food Forest Committee (herein referred to as CHCA CGFF Committee). The Community Plots will be planted and harvested by CHCA CGFF Committee Members, with any produce harvested donated to community-based organizations in the neighbourhood.
- Items of a permanent nature are not allowed on the member's garden plot, e.g. the use of nails, screws or permanent decorations is prohibited.
- All gardens will be planted by June 15th and cleaned out by October 31.



## Garden Plot Rental Terms (continued)

- Members “in good standing” (meaning that they have abided by the Garden Agreement and guidelines) have first option of renewing their membership on the same plot and must register and pay for the plot by the last Monday in April. This assurance is for one membership/garden plot only.
- The gardens will be monitored and produce may be harvested by the CHCA CGFF Committee (7 days after 2 notifications to the member) to prevent unnecessary waste and spoilage of unattended produce.
- Gardens will be open from 8:00 am to 10:00 pm. May 1 – Oct. 31. The combination to the tool box/shed will be given to CHCA CGFF members.
- The gardens are located on City of Calgary leased land, held by the Crescent Heights Community Association. While you are entitled to garden at this site, other park users are permitted to walk through and enjoy the garden space. All park use by-laws are applicable.
- You are responsible for your own and your guests’ safety at all times while on the garden site. Ensure that your conduct at all community garden locations is safe, responsible and respectful to other garden users, to all other park users and to the land owner and their staff.
- When City of Calgary maintenance crews are on site, they must be provided the right-of-way to perform their duties.
- Watering is to be done by hand, during non-peak hours, (before 10 am and after 6 pm), to decrease evaporation to the sun or plant burn during the heat of the day.
  - Water available in the garden may be untreated and must not be used as drinking water.
  - Conservation of water is a priority in the CHCA CGFF, with hoses available to fill watering cans.
  - Turn off the tap when not using it.
  - Neatly coil the hose upon completion of filling watering cans.

### Security and Liability

Security of the CHCA CGFF is the responsibility of each gardener. The CHCA and the CHCA CGFF are not liable, financially or otherwise for any loss, theft, damage, vandalism, destruction, of individual garden plots including theft, loss, damage, destruction to garden produce, or gardener’s personal property.



**Crescent Heights  
Community Association**