



CLEARVIEW COMMUNITY GARDEN

Information Manual

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Introduction

Since 2017, there have been several reports to Council about the growth and opportunities for the Clearview EcoPark. Located in Stayner, the EcoPark is a public green area where residents and visitors can enjoy the beautiful natural environment that our community has to offer. The EcoPark features accessible walking trails, interpretive signs and bird blinds to view some of the over 200 different species of birds that migrate through and live in Clearview Township. The EcoPark includes the newly constructed EcoBark Dog Park, the largest off-leash dog park facility in Clearview Township; along with the Community Garden and Memorial Tree Park to help increase diversity and enhance habitat of birds and wildlife.

Friends of the Clearview EcoPark

Mission: To be dedicated to the growth and sustainability of the Clearview EcoPark as a native tree, plant, bird and bee sanctuary by providing valuable services to maintain the Community Garden, trails and naturalized areas and promoting year-round opportunities for community activities and education that will benefit residents and visitors.

The Terms of Reference as approved by Clearview Township Council is posted online at: <https://www.discoverclearview.ca/parks-trails-facilities/ecopark-dog-park>

Please contact the Friends of the Clearview EcoPark at friendsofecopark@gmail.com

Community Garden Volunteers

Community Garden volunteers play an integral role in the Community Garden Program by donating their time and/or contributing special skills and expertise.

Volunteers do not have to rent a plot within the garden to participate in the Community Garden.

Volunteers must register and complete orientation with Clearview Township Parks, Culture and Recreation. Volunteers will receive all necessary training and a site tour prior to starting from the Township or the designated garden representative.

Volunteers care for the community garden by planting, watering, weeding, harvesting, monitoring and other duties as required. They may take part in the fall clean up, spring preparation and/or bringing extra produce to the Clearview-Stayner Food Bank.

The Clearview Community Garden has adopted a "take what you need" philosophy for any volunteers contributing time in the community gardens.

Volunteers will assist with maintenance of Pollinator Gardens, Communal Garden Plots and Herb Spirals (if applicable).

Volunteers will ensure the Garden Guidelines and Gardener Code of Conduct are followed and will report concerns to the Parks, Culture and Recreation Department or designated garden representative.

Volunteers are encouraged to commit at least 1 hour weekly and may select a day and time to perform volunteer commitments. The community garden representative will assign tasks.

Guidelines

Allocation

All plots will be assigned on a first-come/first-serve basis following a public notice advising of plot availability.

Plots known as Raised Garden Plots are available for Clearview Township residents only.

Accessible Plots are available for any Clearview Township resident that identifies themselves as a person with a disability.

The Gardener shall register online using the RecDesk Clearview program.

The Gardener shall pay an annual rental fee of \$25 (plus HST) per garden plot. All fees are non-refundable. The period of the plot rental shall be seasonal, May to October.

The Gardener must pay for the plot within 7 days from the time of signing up on RecDesk.

One garden plot is permitted per household. If vacant garden plots are available after May 1st, a household may rent a second garden plot.

If there are Accessible Plot(s) available after May 1st, then they will be available to rent from any Clearview resident, regardless of disability.

For this inaugural year, the deadline is May 7th, instead of May 1st.

Important Dates

The Clearview Community Garden is open from May 1st to October 31st inclusive, unless posted otherwise.

Gardeners wishing to reserve their same plot for the year must register for that plot by October 1st. Note: The inaugural season is 2021 and plots will be available after March 22, 2021.

An annual Spring Cleanup shall take place on the weekend before the garden opening date, unless posted otherwise.

The Clearview EcoPark Spring Clean Up shall take place on or around April 22, known as Earth Day, unless posted otherwise. Please refer to the Friends of the Clearview EcoPark for information.

Garden plots must be planted by June 1st or it will be assumed that the garden plot is vacant and will be assigned to the next person on the waitlist. The original renter will not be reimbursed.

All above ground material, including stakes, must be removed from plots by October 31st unless the gardener has reserved the same plot for the following year in which instance, perennials may remain.

Any produce, crops or personal property not removed by October 31st will be disposed of at the discretion of the Township. There shall be no liability on such a disposal. Perennials may remain if the gardener has reserved the same plot for the next season.

Gardener's Rules and Responsibilities

Upon payment for garden plot, the gardener agrees to follow the rules and responsibilities below:

Vegetables, grains, berries, fruits, beans, herbs and flowers (annuals and perennials) are permitted on garden plots.

Gardeners will not plant corn, or tall crops that will shade other plots unless it's demonstrated that there is no negative effect.

Trees and other woody plants are not permitted on plots unless the gardener can demonstrate minimal negative effect.

Growing illegal plants, invasive species and cannabis is prohibited.

Fall cleanup of the garden is required. Participation in a spring cleanup event and other Community Garden maintenance activities is encouraged.

When possible, children should be accompanied by an adult.

Garden plots must be planted by June 1st. If a gardener is unable to continue gardening or wishes to cancel mid-season, he/she shall notify the Clearview Parks, Culture and Recreation Department. There will be no fee reimbursement and all above ground material, including stakes, must be removed by the gardener (in order to reassign the plot).

Gardeners shall properly clean and store communal garden tools the in shed after each use.

Organic fertilizers are recommended. Synthetic fertilizers must be approved by the Parks, Culture and Recreation or designated garden representative. Integrated pest management, companion planting, diatomaceous earth, and insecticidal soaps may

be used to control pests. Only compost and composted manures may be used in soil conditioning and fertilization. Visit omafra.gov.on.ca for more information.

Gardeners must remove pest infestations in a timely manner.

Gardeners shall keep their plot(s) and surrounding area weeded and tidy. If the garden bed is unkept, gardeners will receive two (2) weeks' notice to clean it up. If they do not comply, their plot may be reassigned and annual fee forfeited.

Gardeners must ensure their guests respect the space and plots of other gardeners. Gardeners will be held responsible for any damage their guest may cause.

Pets are not allowed in the garden. Registered service animals are permitted.

Gardeners shall not sell garden produce or engage in for-profit business practices. Gardeners may fundraise towards site improvements or donate produce.

Gardeners shall not pick any wildflowers or indigenous plants within the Garden perimeter.

Installation of fencing, boards or other materials to enclose the individual garden plots is not permitted.

Gasoline or other flammable or toxic substances are not permitted in the designated Community Garden Area.

The Gardener is not allowed to give away or lend the plot to someone else without gaining approval by the Parks, Culture and Recreation Department.

Gardeners shall only water those plots for which they have paid rent.

Planting of produce, flowers etc. shall be limited to individual plots. Planting along garden fencing, in communal plots or elsewhere on site must be approved by the Parks, Culture and Recreation Department.

Gardeners are encouraged to check garden tip notices on the communication boards in the shed. Any information posted or written on the community boards must be polite and respectful, related to vacation help requests, pest control tips, gardening, harvesting, food preservation, produce donation, produce swapping, or recipes.

Gardeners must report any vandalism to the Parks, Culture and Recreation Department or designated garden representative. Repairs will be completed in a timely manner. Theft of items, in or around the garden, will result in expulsion from the garden.

Gardeners contact information will be provided to the designated garden representative.

Dispute Resolution Process

Any member who feels rules governing the garden have been violated is to provide a written complaint to the Community, Culture and Tourism Coordinator. The

complaint will be investigated and may include the community garden representative/Friends of the Clearview EcoPark.

If a Gardener violates any of these Regulations, the Gardener will be contacted by the Parks, Culture and Recreation Department and the Gardener will be directed to resolve the issue. If the violation is not resolved to the satisfaction of the Community, Culture & Tourism Coordinator the Gardeners contract may be terminated without refund.

Any disagreements or disputes relating to this contract will be referred to the Director of Recreation and the decision of the Director will be final.

Gardner Code of Conduct

Work to make the garden a happy, secure, and enjoyable place where all participants can garden peacefully in a neighbourly manner.

Be considerate of neighbours when planting garden plots.

Pick your own crops only unless permission is given by the other gardeners.

Abide by all Township By-laws and the Community Garden Manual.

Use on-site recycling, compost and trash bins as provided.

Laneways and paths are to be kept clear of obstacles. Tools and personal property must not be left on the site overnight.

Loud music is prohibited. Please respect other users and wildlife.

Township Responsibilities

Provide municipal water access, rain barrel and watering cans.

Provide at least one communal compost location.

Provide access to basic gardening tools and supplies. Donations are accepted.

Supply and empty recycling and trash receptacles as part of routine property maintenance.

Conduct routine inspections of the garden. Contravention to the rules may result in a written notice or cancellation of a gardener's privileges.

Provide one portable toilet.

Clearview Township reserves the right to discontinue the program at any time with written notice to all gardeners.

COVID19 Statement

Gardening, birdwatching, and exploring the outdoors are safe and enjoyable activities we can do during the global pandemic. Clearview Township strongly urges participants to comply with all current and local COVID-19 health regulations and guidelines. This

includes, but is not limited to, visiting trails and parks close to your neighbourhood and with members of your own household, avoiding non-essential travel, practicing physical distancing and wearing a mask when distancing is not possible.

All gardeners must complete the Contact Tracing Form located in the Community Garden Shed.