

# UCALGARY CAMPUS COMMUNITY GARDEN GUIDELINES AGREEMENT

## About the Garden

- The University of Calgary Campus Community Garden is an inclusive place for everyone to share, learn and apply best practices for supporting healthy ecosystems through sustainable agriculture. The garden is a collaborative effort of the Office of Sustainability and the University of Calgary Garden Club.
- There are two ways to participate in the Campus Community Garden:
  1. Join the Garden Club to help maintain communal areas within the garden, plan events, and lead orientation sessions and workshops. Reach out to [garden@ucalgary.ca](mailto:garden@ucalgary.ca) to get involved.
  2. Apply for a plot for yourself or a team. Note: there is a sliding-scale fee implemented for the 2022 year, see below.

## Garden User Expectations

- Keep plot and communal areas well maintained throughout the growing season
- Combinations to the locked main gate and tool storage box are to be kept private
- Abide by the Garden Code of Conduct

## Plot Information

- Individual plots are 8' x 12.5'.
- There are four raised beds near the front gate which are 4' x 8' and priority for these plots will be given to those with accessibility requirements.
- Plots will be assigned on a first-come, first serve basis and plot holders are not guaranteed more than one plot.
- All Garden users, including visitors, must sign a Liability Waiver before they can work in the garden.
- At the end of the growing season there will be a short window for plot renewals for current gardeners, after which, plot applications will be taken during the spring registration period.

## Methods of Payment

- The Garden Club charges a sliding scale fee to rent each plot. This means people can pay by donation based on their financial availability. We recommend donations for each plot start at \$5, with the average cost per plot being \$20.00. If financials are tight for an individual, then the University of Calgary will cover the full cost of the plot rental for the year.
- Plots are available for the public; however, priority will be given to University of Calgary students, faculty, staff and alumni.
- Payment can be provided to the Garden club via these two methods:
  1. Cash donations are accepted by drop off in the garden shed (on the main UCalgary campus)
  2. E-transfer to [garden@ucalgary.ca](mailto:garden@ucalgary.ca) (please be clear if assigning a password to the donations)

## Access & Hours

- There are two access gates which are locked with a combination lock. Plot holders and Garden Club members will have the combinations to the gates and the tool storage shed.
- The garden is accessible between 6:00 am and 10:00 pm, seven days a week. Access outside these hours is not permitted.

## Parking

- Please refer to the [campus parking map](#).
- Short-term (<15 minutes) loading/unloading is available directly adjacent to the east entrance. Hazard lights must be flashing and the vehicle must be attended while loading/unloading.
- Nearest hourly public parking is available in Lot 53 (southwest of the Community Garden across West Campus Road). No public parking is permitted in Lot 49.
- A limited number of parking passes for Lot 53 will be available to plot holders and club members for purchase during the growing season (April through October) for \$28.00.
- Vehicles are not permitted to park in vegetated/grassed areas.

## Watering

- The water supplied to the garden is untreated and is not to be used for drinking.
- Weather dependent, notification will be given regarding the spring startup and winter shutoff of water supply.

### **Pest control**

- Use of synthetic pesticides or other such products that upset the balance of the ecosystem are not permitted.

### **Academic Use**

- Special accommodation may be made for academic use of the Community Garden. Any proposed academic use or research must be reviewed for risks and liability issues and University of Calgary Risk Management consulted. Proposed academic use must satisfy the requirements of all stakeholders prior to approval.

### **Pets**

- Unleashed pets are prohibited in the Community Garden. For those plot holders that bring pets on to the University grounds, please note that they must be leashed, with their owner or handler always and under that person's control. For further information please refer to the [Pets on Campus Policy](#).

### **Code of Conduct**

- Gardeners must sign a liability waiver and attend a walkthrough and orientation before using the receiving garden access.
- Any visitors or guests of plot holders must also sign liability waivers.
- All children 12 and under in the garden must always be supervised by a parent or adult.
- Plot holders will maintain the aesthetics of their plots (no dead plants, piles of refuse, or plants taller than 2 meters; clear lines of sight, etc.). Any proposed structures, large or small, must be reviewed and approved by the Office of Sustainability.
- Gardeners may not harvest produce from plots other than their own, unless they have contributed to them or have permission.
- Gardeners must not leave garden refuse (weeds and unwanted plant material) on pathways, other plots, between plots, or outside the garden area. Garden refuse is to be chopped up and placed in the compost system.
- The last person leaving the garden must ensure that hose bibs are off and the shed and gate are locked.
- Synthetic fertilizers, herbicides, and pesticides or other such products which upset the balance of the ecosystem are not permitted. Only organic soil amendments are permitted (manure is not permitted).
- All gardeners are required to comply with provincial policy on noxious and invasive weeds. See [here](#) for more information.
- Plot Holders' watering should affect their plots only.
- It is not permitted to sell anything grown or prepared in the garden, though donation is allowed.
- If a plot holder is away for an extended period, they will notify a Garden Club executive member or designate someone to care for their plot.
- Plot holders must begin planting by June 1<sup>st</sup> in order to retain possession of the plot. The plot will be re-assigned after June 1<sup>st</sup>. Plot holders will harvest and prepare their plot for winter by November 1<sup>st</sup> (weather dependent).
- Smoking is prohibited in the Community Garden.
- Gardeners must not create a nuisance for others, their plots, the public space, and the University.
- Gardeners must leave communal space in the same state as it was upon their arrival.
- Unleashed pets are prohibited in the Community Garden. Further information on the Pets on Campus Policy is available on the [website](#).

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

The information on this form is collected under the authority of the *Freedom of Information and Protection of Privacy Act*. It is required to register you as a Member/Plot Holder of the University of Calgary Community Garden and will be used to contact you regarding Garden updates and information. If you have questions about the use of this information, contact the Manager, Engagement in the Office of Sustainability at the University of Calgary, PP101, 2500 University Dr. NW, Calgary, AB T2N 1N4 or (403) 220-464