

PITT MEADOWS COMMUNITY GARDEN 2019 CONTRACT

Plot #	Green House #

PART A. Agreement

In consideration of the City of Pitt Meadows granting me the right to use a garden plot in the Pitt Meadows Community Garden, located at 11410 Bonson Road, Pitt Meadows, BC, I _____ agree to pay the fees described below and observe all the terms, conditions and guidelines governing my use of the garden plot and my participation in the Community Garden program as outlined herein, the attached Schedule A and the Member's Handbook.

PART B. Personal Information **(PLEASE PRINT)**

Name:
Address: _____
Phone #1:
Phone #2:
Email #1:
Email #2:

PART C. Payment

<input type="checkbox"/> New Member Activation Fee (one-time fee)	\$5.00/person	
<input type="checkbox"/> Annual Membership Fee (Jan – Dec)	\$35.00	
<input type="checkbox"/> Unworked In-Kind Hours Fee (up to 5 hours)	\$5.00/hour	
Payment Method: <input type="checkbox"/> Cheque <input type="checkbox"/> Cash	Total Paid:	

PITT MEADOWS COMMUNITY GARDEN 2019 CONTRACT

PART D. Member Responsibilities

Member Responsibilities	Initial
The deadline for membership and plot renewal with payment of fees is March 15 th , 2019. Members who are unable to attend any of the membership renewal dates must contact the Membership Director (garden@pmcg.ca) prior to March 15 th . Plots that have not been renewed by March 15 th , 2019 go into the pool of available plots to be rented at new member registration dates.	
Work In-Kind: Your Garden membership obligates you to assist in Garden activities by offering work-in-kind (5 hours/year). Gardeners will be expected to enter their hours worked in the log binder. This log will be considered correct upon re-registration each year.	
Each plot must be worked (i.e. turned over) on or before May 1st (exceptions at the discretion of the board). Your garden plot must be maintained, planted during the growing season and stay within its boundaries	
I have read and agreed to Schedule A and the Member's Handbook as part of this contract.	

PART E. Volunteer Hours

<p>I would like to contribute my in-kind hours to support the development and maintenance of our garden space.</p> <p>Check all that apply:</p> <p><input type="checkbox"/> Member of the garden board <input type="checkbox"/> Orientation to new members</p> <p><input type="checkbox"/> Garbage removal or pick-up <input type="checkbox"/> Garden & community event coordination</p> <p><input type="checkbox"/> Maintenance (mowing, weeding, clearing paths, etc.)</p> <p><input type="checkbox"/> Trades (building, plumbing, electrical, etc.)</p> <p>List skills: _____</p> <p><input type="checkbox"/> Garden may contact me for volunteer opportunities</p>

PART F. Signature

<p><i>I have read this page and the attached Schedule A, and I understand, and I agree to observe all the terms, conditions and guidelines governing my participation in the Pitt Meadows Community Garden.</i></p> <p>Signature: _____ Date: _____</p>
--

OFFICE USE ONLY

DATE	CONTACT TYPE	REGARDING

PITT MEADOWS COMMUNITY GARDEN 2019 CONTRACT

RECEIPT

Plot #	Green House #

Date: _____

Confidential 2019 Security Key Codes

Tool Shed Exterior Door	
Tool Shed Interior Door	
Kitchen/Washroom	

PART 1. Contract

- Contract completed and submitted
- Payment processed

PART 2. Supplementary Documentation Received

- Schedule A to Membership Contract
- PMCG Discount Card
- Security Key Codes

PART 3. Contact Information

Please contact the garden regarding any changes to personal contact information, or to terminate garden contract.

Address:	1140 Bonson Road, Pitt Meadows, BC V3Y 2S3
Email:	garden@pmcg.ca
Website:	www.pmcg.ca
Facebook:	@pittmeadowscommunitygarden

SCHEDULE A to MEMBERSHIP CONTRACT

Agreeing to abide by these guidelines is the starting point for your participation as a Pitt Meadows Community Garden member.

You are required to sign the first page of this Membership Contract each year signifying your understanding and compliance with the current guidelines. Every effort will be made to assist gardeners to understand and comply with these guidelines; however, **failure to do so may result in your membership being revoked and plot being surrendered.**

- 1) One 15' x 15' garden plot is assigned per residential address.
- 2) Plots may not be registered to someone "in name only" while a friend or relative actually uses the plot and does most or all of the work.
- 3) Plots must not be traded or sub-let without the permission of the Board.
- 4) No parking within the garden unless the member has a valid handicap sticker.
- 5) **Maintenance:** Each gardener is responsible for the proper maintenance of his or her garden. Weed control is necessary in consideration of other garden plots for the duration of the season. Failure to adequately maintain a garden may result in forfeiture.
- 6) **Unattended plots:** If any garden appears unattended for a period of two (2) weeks, and garden@pmcg.ca has not received notice from the gardener of an acceptable reason, the garden will be considered abandoned, and PMCG will set a date for work to be completed by the gardener. If the gardener does not meet the agreed upon date, the gardener will receive a 5-day notice to clean up garden or lose plot. If gardener does not respond, the gardener will receive a cancellation notice, and the plot will be assigned to another gardener.
- 7) **Sharing the Garden:** Your Community Garden membership allows you to use the Garden's buildings, equipment and common areas, including anything owned or grown by you on your assigned plot.
 - **You should not remove or use in any way the property, plants or produce on any other plot.** If discovered, this may result in forfeiture of your plot and membership within our community garden.
 - Garden produce may not be sold. Gardeners are encouraged to donate their excess produce to the Food Bank or other charitable organization.
 - At the discretion of the Board abandoned plots will have produce donated to the Food Bank.
- 8) **Security:** Every member is responsible for the security of the garden and the facilities therein. You will be issued with a key-pad code for the Garden's buildings or perhaps keys for padlocks.

Please do not give out key pad codes or lend keys.
- 9) Invasive or hard-to-eradicate varieties such as mint, oregano, marjoram (may be planted in pots), as well as catnip, Jerusalem artichokes, horseradish, comfrey, blackberries and raspberries are discouraged. We DO NOT allow the planting of morning glory, periwinkle, goutweed, purple loosestrife, lamium, or English ivy.

SCHEDULE A to MEMBERSHIP CONTRACT

- 10) **Chemicals/composting/soil amendments:** Herbicides are prohibited for weed control in garden plots. Organic amendments include leaves, wood chips, wood ash, grass clippings, coffee grounds, crushed egg shells and peat moss. We encourage gardeners to use mulch to conserve soil moisture. Types of acceptable materials are grass clippings, straw, leaves, peat moss, manure, corn stalks, fir bark, sawdust, cardboard and newspaper. Do not use hay, western red cedar bark mulch or gravel as mulch.
- 11) **Rain Barrels:** Catching rain water in rain barrels with screens is permitted. However, the water must not be allowed to stagnate - especially during mosquito season - attracting wasps, rodents, etc.
- 12) **Garbage:** It is important that all members take their garbage home. Do not throw garbage or plastic containers over the fence.
- 13) **Structures:** Any structure higher than 4' (48"), particularly tomato covers, must be approved by the Board. Recycling of materials is supported, however, use of items such as discarded shipping pallets, rubber tires, doors, etc. are not appropriate for a garden environment.
- 14) **Garden paths:** Garden paths must be kept clear of all obstacles, including garden tools, lawn chairs, hoses, bikes, carts, etc. As well, all plants must be contained within your garden plot (i.e. raspberry canes) and not impede anyone from using the paths.

INDEMNITY: I agree to indemnify and hold harmless the City of Pitt Meadows, its elected and appointed officials, employees, agents, PMCG, from and against any and all actions, causes of action, damages, costs, losses, expenses or demands of any kind, description or nature of which the City may sustain, incur or be put to by reason of, or arising out of, or attributable to this agreement or my participation in the Community Garden program including, but not limited to any claim of personal injury or property loss or damage by me or by any invitee or other persons for whom I am at law responsible.

TERMINATION: I understand and agree that:

- a) I may terminate this agreement and my participation in the Community Garden at any time by sending a written notice to PMCG.
- b) The PMCG may immediately cancel this agreement and all my rights to use a garden plot if, in the opinion of the Board of PMCG, I fail to comply with any of the terms and conditions of this agreement and this Schedule A attached hereto, including any of the Guidelines as set forth in the Garden Members Handbook, or I to remedy any such non-compliance.

**PROPOSED AMENDMENT TO THE PITT MEADOWS
COMMUNITY GARDEN HANDBOOK AND SCHEDULE A**

**To be adopted at the Pitt Meadows Community Garden
Annual General Meeting on February 22, 2019.**

The following proposal is to replace the Pitt Meadows Community Garden's Handbook Section on Noncompliance Item 4 and Schedule A Item 6.

Proposed Amendment:

After May 1st all gardens MUST be maintained and weeded for the entire gardening season. Gardens not meeting the minimum standard, as determined by the Board, will receive one email, one phone call, and have a 'Please Contact Membership' marker placed in their plot. Failure to contact the Pitt Meadows Community Garden Board within two weeks of these notices being put forward may result in the plot being forfeited and reassigned. Members losing their gardens due to non-maintenance may apply for a new garden no sooner than the next year.

Current Terminology:

Contract

Noncompliance

4. If a member does not address the concern within the timeline the Board reserves the right to revoke membership and issue refunds.

Schedule A

6. *Unattended plots:* If any garden appears unattended for a period of two (2) weeks, and garden@pmcg.ca has not received notice from the gardener of an acceptable reason, the garden will be considered abandoned, and PMCG will set a date for work to be completed by the gardener. If the gardener does not meet the agreed upon date, the gardener will receive a 5-day notice to clean up garden or lose plot. If gardener does not respond, the gardener will receive a cancellation notice, and the plot will be assigned to another gardener.