



ACADIA COMMUNITY GARDEN AND ART SOCIETY

GARDEN GUIDELINES AND USER AGREEMENT: 2022 SEASON

** All new renters are required to attend a New Renter Orientation session to learn about expectations and responsibilities, and what we have to offer them at the Acadia Community Garden and Art Society. **

Active Participation

All renters are expected to be actively involved in the overall aspects of the Acadia Garden program over and above caring for their individual beds. This involvement is essential to the communal success of the gardens and includes:

- Keeping the shed tidy, cutting grass and caring for communal areas such as flower beds, composting, and watering the orchard.
- Maintaining pathways between the gardens, checking information boards for program updates and participating in special events.

Bed Maintenance

Each renter is responsible for maintaining their individual garden bed AND a 2 foot walkway around that bed. Renters should expect to spend a minimum of 3 hours per week tending to their garden and the community space.

Renters agree to:

1. Use no chemical fertilizers, pesticides, insecticides or herbicides. Instead renters will work with materials such as compost, mulch, and natural predators to nurture plants and control pests and disease.
2. Use finished compost for soil enhancement instead of fresh animal manures.
3. Help maintain a healthy and productive compost system by:
 - Following composting and mulching guidelines as provided by the Compost Committee.
 - Assisting in the management of the compost as set out in the guidelines by the Compost Committee.

- Not adding meat or dairy products, pet waste or biodegradable and/or compostable bags to the compost.
 - Keeping diseased plants or weeds that have gone to seed out of the compost.
4. Renters shall avoid planting and will actively remove any plants that appear in the Albert Invasive Species Council [list](#). Any plants from this list removed from the garden shall be placed in a trash receptacle and not in compost facilities provided.
 5. Renters are not permitted to give away their assigned garden bed.
 6. Have their garden bed planted by June 30th or accept that it will be reassigned at the discretion of the ACGAS Board of Directors.
 7. Harvest and tidy their garden bed by October 31st.
 8. Participate in spring and fall clean-ups.
 9. Harvest produce when it is ripe. Only pick produce and flowers from one's own garden bed. Ripe produce that is not harvested after a reminder message will be harvested at the end of the garden season and donated.
 10. Recycle materials that can be recycled.
 11. Respect other gardeners.
 12. Take responsibility for any non-gardeners accompanying them to the garden and ensure children are supervised.
 13. To prevent the spread of [Tobacco Mosaic Virus](#), not smoke in the garden nor permit any guests to smoke.
 14. Keep pets on a leash and away from all garden beds (rented or community), and remove all pet waste immediately.
 15. Keep weeds, garbage and litter out of the Garden and paths around the garden.
 16. Be responsible for watering their own garden throughout the season. Gardeners may ask another gardener to water and harvest ripe produce when they are away. There are "Water Me" signs that can be used for a 2 week period. Should you require an exception to this rule, please email president@growingacadia.ca or garden@growingacadia.ca to request it.
 17. Not drink the water from the garden's watering system as it is non-potable.
 18. Hand water during drought and water rationing periods. Rain barrels and watering cans will be provided by the Garden Committee.

19. Restrict crops which may shade their neighbours' raised beds.
20. Use trellises that are stable and won't fall on neighbouring beds.
21. Deal with insect and weed infestations quickly and organically to prevent spread to other beds. If infestations cannot be successfully managed within 3 weeks of sighting please contact garden@growingacadia.ca for assistance and guidance.
22. Maintain beds on a regular basis (seeded, planted, weeded, watered, harvested, cleaned up). The bed will be assumed abandoned if not attended to within fourteen days after 2 attempts to contact the member. Abandoned beds will revert back to the Garden Committee with no refund.
23. Clean shared garden tools and put them back in the storage shed after using them.
24. Keep the key or combination to the garden shed secure according to the procedure set by the Garden Committee.
25. Provide all seeds, seedlings, compost, tomato cages, gardening hand tools, and crop labels etc. for their individual garden beds. These materials cannot be stored in the shed at the end of the season.
26. Sign up for (unpaid) work shifts during the season to cut the grass in the common area, maintain the compost system and water the orchard, pollinator beds and community beds, or take on administrative tasks as directed by the Volunteer Coordinator.
27. May request to rent more than one bed at a time. The Board of Directors will review all requests and let members know if the request has been approved.
28. Share contact information with the members of the ACGAS Board of Directors for communication purposes.

GARDEN BED RENTAL INFORMATION

1. The garden bed rental agreement is for the period between November 1st through October 31st (referred to as 'the season').
2. Registration for returning gardeners commences on November 1st with the opportunity to obtain the same garden bed as the previous year. Payment must be received with your registration.
3. Registration for new gardeners commences on December 1st on a first come first served basis. Payment must be received with registration.
4. Rental prices:
 - 4' x 10' bed \$40.00
 - 4' x 8' bed \$30.00
 - 4' x 6' bed \$20.00

IMPORTANT

All renters, upon completing their forms and paying their fees are automatically counted as Members of Acadia Community Garden & Art Society. They will be added to the email list in order to receive official communications and seasonal updates.

- If you wish to opt out of these communications, please check this box. If you do so, you will be expected to check the bulletin board at the Garden for all important messages and may still be contacted by email in matters of importance.

CODE OF CONDUCT

Acadia Community Garden & Art Society is committed to providing an environment free of discrimination and harassment, where all individuals are treated with respect and dignity, can contribute fully, and have equal opportunities. All renters, volunteers, and Board Members are expected to conduct themselves accordingly.

Anyone found to be in violation of this policy will lose their rental and membership privileges.

If you experience any discrimination or harassment, please contact Joanne Klein at president@growingacadia.ca.

Thank you.

PLEASE NOTE: THIS GARDEN IS ENTIRELY RUN BY VOLUNTEERS. PLEASE BE KIND.

APPROVAL OF TERMS

By signing below the renter agrees to all terms and conditions outlined in this User Agreement. Only one representative per bed need sign but they will be held responsible for the actions of any who are renting the bed(s) with them. Repercussions, if needed, will affect all renters of their bed(s). Any renters not respecting these guidelines may have their garden bed re-assigned at the discretion of the ACGAS Board of Directors.

Renter's First & Last Name: _____

Bed Number: _____

Signature of Renter: _____

Email of Renter: _____

Date: _____

ONCE SIGNED, PLEASE SUBMIT THIS FORM BY EMAIL TO: registrar@growingacadia.ca

OR BY MAIL TO:

Acadia Community Garden & Art Society

Attention: Registrar

332 - 94th Avenue SE

Calgary, AB T2J 0E8

ALL FORMS SHOULD BE SUBMITTED PRIOR TO MAY 1ST, 2022.

PAYMENT

We accept Cash, Cheque, e-Transfers, Debit, Visa, or MasterCard transactions.

Unfortunately, we encounter extremely large service costs when we accept Debit, Visa or MasterCard transactions. We pass these extreme costs onto the renter. If you decide to use a debit card as a payment method, we add an additional \$ 2.00 service fee for each debit transaction. If you decide to use a Visa or MasterCard as your payment method, we add an additional \$ 5.00 service fee for each Credit card you use in your transaction.

There are no additional service charges when you use a cheque, cash or an e-Transfer. If you wish to use an e-Transfer, please email your e-Transfer to Treasurer@growingacadia.ca. We have an automatic deposit set up on this email, so no security question is required. If you wish to pay with either cash or cheque, please let me know so we can arrange a meeting.

- Ron Ilsley, Treasurer

CONTACT INFO

Please visit our website at: www.growingacadia.ca

If you wish to reach out to our Board of Directors, please email them at:

President@growingacadia.ca

VicePresident@growingacadia.ca

PastPresident@growingacadia.ca (vacant)

Secretary@growingacadia.ca

Treasurer@growingacadia.ca

ArtDirector@growingacadia.ca

Communications@growingacadia.ca

Events@growingacadia.ca

Garden@growingacadia.ca

Registrar@growingacadia.ca

Volunteer@growingacadia.ca (vacant)

Our address is: 332 - 94th Avenue SE Calgary, AB T2J 0E8

And we can be reached by phone at: 403.800.8365

If it's urgent you get in touch with us, please call or text the President, Joanne, at 403.862.4789

In case of emergency, please call 911.

And to keep up with us on social media, find us here:

Facebook: [@AcadiaCommunityGarden](https://www.facebook.com/AcadiaCommunityGarden) as well as a private chat group (search: [Friends of Acadia Community Garden & Art Society](#))

Twitter: [@acadiagarden](https://twitter.com/acadiagarden)

Instagram: [@growingacadia](https://www.instagram.com/growingacadia)

YouTube: [Growing Acadia](https://www.youtube.com/GrowingAcadia)