



# CHATHAM-KENT COMMUNITY GARDENS

## LETTER OF COMMITMENT (FORM #3A)

After agreeing to abide by the following Community Garden terms, your group will be accepted and ready to begin. Please read this document carefully, making sure that all members of your group understand and agree to the terms listed below. Signing this Letter of Commitment formalizes your agreement with the Chatham-Kent Community Gardens and the Chatham-Kent Public Health Unit.

### GARDEN/PLOT MAINTENANCE

The Community Garden Group is entirely responsible for the maintenance of the Community Garden. Keep in mind that the space allocated is on private/public land and must always be actively maintained. The Group must follow the Maintenance plan, step 6 of your Written Proposal.

Pathways and areas between garden beds must be mulched and maintained by the Group.

Through the Chatham-Kent Community Garden Committee's independent observation, if the space is deemed unsightly, weedy or unkempt, the designated liaison will be given two separate warning notices via two different means (for example, phone call and email) each time. If the problem continues thereafter, the agreement will be revoked and the Community Garden Group will be responsible for proposing a plan to restore the garden to its original form.

Gardens are expected to have something planted by June 15th and are expected to be cleaned up/put to bed by November 15th of each year. Any temporary structures or supports must be removed and stored by this date.

### WATER

Please conserve water! The water supply is ONLY to be used by gardeners caring for their assigned areas. Washing of cars or other personal non-garden related activities is prohibited. Irrigation systems are discouraged. Drip hoses, rain barrels or other water conserving devices are encouraged.

### ORGANIC PRACTICES

For the health and safety of all gardener it is required that all gardening practices be organic. Only organic means of disease and pest control may be used, unless there are extenuating circumstances and prior approval was requested through the Chatham-Kent Community Garden Committee.

### COMPOSTING

Composting of on-site garden waste is encouraged; do not bring material from outside sources. Avoid rodent-attracting foods such as meat, starches, cheese, and grease. Also avoid large or thorny branches and diseased plant material. Ensure that all composters are designed to keep rodents out and must be constructed with chicken wire at a minimum with ideal method being done using appropriate composting containers.

### PERMANENT STRUCTURES AND SIZEABLE LANDSCAPE MATERIAL

Permanent structures such as sheds, fences, walls, and or sizeable plant material such as trees must be accordance with all municipal by-laws and should be erected only after approval from the Building Department of the Municipality of Chatham-Kent. Trellises are permitted and must be removed and stored by the Community Garden Group at the end of each gardening season.

### GARDEN BORDERS

The garden boundaries must remain as submitted on the original design plans. Any proposed expansion requests must be submitted in writing and reviewed by Chatham-Kent Community Gardens Committee.

### MONITORING THE COMMUNITY GARDEN

The community, especially the Community Gardens Committee Group members, shall continually monitor the Community Garden for quality control and good management practices. The Chatham-Kent Community Garden Coordinator and the Staff Support from the CKPHU will monitor the gardens periodically throughout the gardening season.

### VANDALISM

Like drought, hail and freezing temperatures, theft and vandalism are among the assumed risks of community gardening. While the Chatham-Kent Community Garden program continues to support efforts to reduce unnecessary vandalism or theft, we cannot guarantee that garden are free from the risk.

### MANAGEMENT

Frequent communication with the Chatham-Kent Community Gardens Coordinator and the CKPHU regarding management of the Community Garden is required. If problems occur with the operation or patrons of the Community Garden, staff support from the CKPHU should be informed and involved in the resolution of any problems.

### NEW MEMBERS

The Community Gardens Group shall inform new members of the Community Garden rules and regulations, stressing the importance of ongoing maintenance. The Group must follow a transparent membership process open to all. Anyone interested in joining the Group is to be fairly considered.

### LIABILITY

The Chatham-Kent Community Gardens Committee and the Chatham-Kent Public Health Unit are not responsible for the garden itself, or to anything in or pertaining to the garden. EACH MEMBER OF THE GROUP MUST SIGN A WAIVER OF LIABILITY [FORM 3B].

### FUNDRAISING

The Group may organize fundraising events to finance needs of the Community Garden such as compost bins, water hoses, plants, tools, etc.

### SIGNAGE

Each Community Garden will be provided with a sign by the Chatham-Kent Community Gardens Committee/CKPHU

### PROHIBITED ACTIVITIES IN THE GARDEN

- Littering, dumping, alcohol consumption and any otherwise unlawful activities
- Smoking is not permitting in the gardens at any time
- Gardeners must not sell his/her produce or use the garden plot to generate income.

Garden Location: \_\_\_\_\_ Date: \_\_\_\_\_

How many active households? \_\_\_\_\_ How many additional volunteers? \_\_\_\_\_

Liaison/Garden Leader's Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email: \_\_\_\_\_

Alternate Contact's Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email: \_\_\_\_\_

Garden Group facebook page, website, if any: \_\_\_\_\_

\*The Primary and Alternate contacts may not be in the same immediate family and may not reside at the same address\*

I \_\_\_\_\_ (please print name) am the official liaison of the Community Garden Group. Each current member of our Garden has read the above terms and agrees to abide by them and now enters into a commitment to maintain our Community Garden in \_\_\_\_\_ (location).

Liaisons Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return completed form to:

**Sharmini Balakrishnan, MPH RD**

Chatham-Kent Public Health Unit

435 Grand Ave W, PO Box 1136

Chatham, ON N7M 5L8

Or by email to [sharminib@chatham-kent.ca](mailto:sharminib@chatham-kent.ca)