



Procedure Number:
REC-P-XXX

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May 5th, 2020

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January 27, 2025

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Policy Statement

The Township of Tiny Municipal Community Garden Policy provides a framework for managing all Municipal Community Garden initiatives. Municipally owned community garden sites will be subject to Council approval and shall only be used by residents of Tiny and North Simcoe in accordance with the Community Garden Policy and Rental Contract. Gardeners shall review and abide by the Community Garden Policy and sign the Community Garden Rental Contract. Failure to comply with the rules set out in the Community Garden Policy will void the gardeners' rental contract.

Purpose

Township of Tiny Community Gardens are outdoor spaces on designated public lands where the community can meet to plant and care for vegetables, flowers and herbs. Gardeners pay a small annual fee to the Municipality to register and rent a plot. A volunteer Community Garden Coordinator is assigned by the Special Events and Volunteer Coordinator and shall oversee the designated garden and enforce the Community Garden Policy and Code of Conduct. Township of Tiny Community Gardens positively contributes to environmental, social and economic sustainability and overall community engagement.

Scope

This policy applies to all municipally owned community gardens on public property.

Municipally Owned Community Gardens

Perkinsfield Community Garden | 43 County Road 6 South

- 28 Allotment Plots (raised beds). 4ft x 8ft, 12-20 inches tall (varies). Gated, locked facility.
- Open May to October from 6:00am to 9:30pm. Renters receive access code.
- 1 Eco-Lawn.
- 4 Sensory Garden Beds.
- 1 Communal Herb Spiral.
- Pollinator Garden.
- Municipal water access with garden hose. 3 rain barrels.
- 1 Communal Tool Storage Shed.
- Public Waste Receptacles & Picnic Table.
- Public access to the garden (for non-renters) is available during supervised scheduled hours. Non-renters may access gardens for enjoyment of public space and use of communal vegetable plots (if available), herb spiral and education opportunities. Visit www.tiny.ca for updated hours of operation.



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- Volunteer opportunities available.

Guidelines

1. Allotment Garden Rental Information

- 1.1. Plots will be assigned on a first-come/first-serve basis following a public notice advising plot availability.
 - 1.1.1. Early bird registration of two weeks will be available for Township of Tiny taxpayers.
- 1.2. The Gardener shall pay an annual rental fee of \$30 (plus HST) per garden plot. All fees are non-refundable. The period of the plot rental shall be seasonal.
- 1.3. One garden plot is permitted per household. If vacant garden plots are available after May 16th, a household may rent a second garden plot.
- 1.4. Financial subsidies may be available through the Township of Tiny Affordable Recreation Program. Contact 705-526-4204, recreation@tiny.ca for more information.

2. Important Dates

- 2.1 Tiny's Community Gardens are open from May to October inclusive, unless posted otherwise.
- 2.1. Gardeners wishing to reserve the same plot for the following year must notify the Special Events and Volunteer Coordinator for that plot by February 1st.
- 2.2. An annual Spring Cleanup shall take place on the weekend before the garden opening date, unless posted otherwise.
- 2.3. 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.
- 2.4. All above ground material, including stakes, must be removed from plots by October 1st.
- 2.5. Any produce, crops or personal property not removed by October 1st will be disposed of at the discretion of the Township. There shall be no liability for such a disposal.



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3. Gardener Rules & Responsibilities

- 3.1. Vegetables, grains, berries, fruits, beans, herbs and flowers (annuals and perennials) are permitted on garden plots.
- 3.2. Gardeners will not plant corn, or tall crops that will shade other plots unless it's demonstrated that there is no negative effect.
- 3.3. Trees and other woody plants are not permitted on plots unless the gardener can demonstrate minimal negative effect.
- 3.4. Growing illegal plants, invasive species and cannabis is prohibited.
- 3.5. Fall cleanup of the garden is required. Participation in a spring cleanup event and other Community Garden maintenance activities are encouraged.
- 3.6. Children under eighteen (18) years of age must be accompanied by an adult.
- 3.7. Garden plots must be planted by June 1st. If a gardener is unable to continue gardening or wishes to cancel mid-season, they shall notify the Township of Tiny Special Events & Volunteer Coordinator. There will be no fee reimbursement and all above ground material, including stakes, must be removed by the gardener (to reassign the plot).
- 3.8. Gardeners shall properly clean and store communal garden tools in the shed after each use.
- 3.9. The use of herbicides, pesticides and insecticides is prohibited as per By-Law No. 03-062. Organic fertilizers are recommended. Synthetic fertilizers must be approved by the Special Events & Volunteer Coordinator 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.
- 3.10. Gardeners must remove pest infestations in a timely manner.
- 3.11. 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 the annual fee forfeited.
- 3.12. Smoking on Township property is prohibited as per By-Law No. 03-061.
- 3.13. 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.
- 3.14. Pets are not allowed in the garden. Registered service animals are permitted but the Special Events & Volunteer Coordinator or designated garden representative must be notified in advance.



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- 3.15. Gardeners shall not sell garden produce or engage in for-profit business practices. Gardeners may fundraise towards site improvements or donate produce.
- 3.16. Gardeners shall not pick any wildflowers or indigenous plants within the Garden perimeter.
- 3.17. Installation of fencing, boards or other materials to enclose the individual garden plots is not permitted.
- 3.18. Gasoline or other flammable or toxic substances are not permitted in the designated Community Garden Area.
- 3.19. The Gardener is not allowed to give away or lend the plot to someone else without gaining approval from the Special Events & Volunteer Coordinator or designated garden representative.
- 3.20. Gardeners shall only water those plots for which they have paid rent.
- 3.21. 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 Special Events & Volunteer Coordinator or designated garden representative.
- 3.22. 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.
- 3.23. Gardeners must report any vandalism to the Special Events & Volunteer Coordinator 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.
- 3.24. Gardeners contact information will be provided to the Special Events & Volunteer Coordinator and/or designated garden representative.
- 3.25. Any member who feels rules governing the garden have been violated is to provide a written complaint to the Special Events & Volunteer Coordinator or designated garden representative.
- 3.26. If a Gardener violates any of these Regulations, the Gardener will be contacted by the Special Events & Volunteer Coordinator and the Gardener will be directed to resolve the issue. If the violation is not resolved to the satisfaction of the Special Events & Volunteer Coordinator, the Gardeners contract may be terminated without refund.
- 3.27. Any disagreements or disputes relating to this contract will be referred to the Director of Recreation & Special Events and the decision of the Director will be final.



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4. Township Responsibilities

The Township of Tiny will:

- 4.1. Provide municipal water access and/or rain barrels and watering cans.
- 4.2. Provide at least two (2) communal compost bins.
- 4.3. Provide access to basic gardening tools and supplies (varies based on site and sponsorship funding).
- 4.4. Supply and empty recycling and trash receptacles as part of routine property maintenance.
- 4.5. Conduct routine inspections of the garden. Contravention to the rules may result in a written notice or cancellation of a gardener's privileges.
- 4.6. The Township of Tiny reserves the right to discontinue the program at any time with written notice to all gardeners.
- 4.7. The Township of Tiny will provide communal vegetable and herb gardens if additional planting space is available.

5. Gardener Code of Conduct

- 5.1. Work to make the garden a happy, secure, and enjoyable place where all participants can garden peacefully in a neighbourly manner.
- 5.2. Be considerate of neighbours when planting garden plots.
- 5.3. Pick your own crops only unless permission is given by the other gardeners.
- 5.4. Abide by all Township By-laws and the Community Garden Policy.
- 5.5. Use on-site recycling, compost and trash bins as provided.
- 5.6. Laneways and paths are to be kept clear of obstacles. Tools and personal property must not be left on the site overnight.
- 5.7. Loud music is prohibited. Please respect the neighbours.



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6. Community Garden Volunteers

- 6.1. Community Garden volunteers play an integral role in the Community Garden Program by donating their time and/or contributing special skills and expertise.
- 6.2. Volunteers do not have to rent a plot within the garden to qualify.
- 6.3. Volunteers must register and complete orientation with Tiny's Special Events & Volunteer Coordinator. Volunteers will receive all necessary training and a site tour prior to starting.
- 6.4. 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 participate in any community garden initiative.
- 6.5. Volunteers will assist with maintenance of Pollinator Gardens, Communal Garden Plots, Foodbank Gardens and Herb Spirals (if applicable).
- 6.6. Volunteers will ensure the Garden Policy and Gardener Code of Conduct are followed and will report concerns to the Special Events & Volunteer Coordinator or designated garden representative.
- 6.7. Volunteers must commit at least 1 hour weekly and may select a day and time to perform volunteer commitments.