



Gardener's Guide

City of Dieppe community gardens

Application for garden plot

CITY OF DIEPPE COMMUNITY GARDENS PROGRAM

1.1 PROGRAM OBJECTIVE

The Community Gardens Program allows residents to use urban spaces or neighbourhoods for cultivating vegetables, berries, herbs or various ornamental annuals or perennials.

1.2 ADVANTAGES FOR THE COMMUNITY

The Community Gardens Program allows participating residents to:

- develop social interaction between neighbours and a sense of social unity and food safety;
- beautify their living area;
- come into contact with nature;
- benefit from foods that are natural, nutritious and local, as well as products that come from agriculture that is respectful of the environment and adapted to the local climate, at low cost;
- develop and share knowledge.

1.3 GUIDELINES FOR MANAGING GARDENS

Accessibility for all

The City of Dieppe wants to make its gardens accessible to as many residents as possible who meet the program's requirements. The City is committed to ensuring that all residents have equal access to this information.

Fairness

The City offers start-up support. It applies similar standards to all gardens while keeping in mind each one's specifications.

CRITERIA FOR ADMISSION TO PROGRAM

Requests are evaluated based on the following criteria:

- The project must be an initiative of a group of at least four families who want to garden;
- The garden must be accessible to all local residents while keeping in mind their proximity to the location;
- The garden is reserved for residents of the City of Dieppe.

1.4 DEFINITION OF GARDEN

The community garden is divided into individual parcels called plots. Each gardener is responsible for the maintenance of their plot and the exclusive beneficiary of its harvest. The maintenance of common areas is the joint responsibility of all members.

1.5 CRITERIA FOR PLANTING GARDENS

The City of Dieppe will analyze planting requests for new community gardens based on the following criteria:

- The new garden is located in a neighbourhood where municipally owned land has been identified;
- Development of the new garden requires no purchase of land.

1.6 SUPPORT OFFERED

Residents benefit from advice as well as start-up support. No financial assistance is offered.

Advice

The Department of Leisure and Recreational Facilities' community officer is the official liaison between the City of Dieppe and gardeners. The community officer provides support by facilitating the program.

Support for development and operations

The municipality supports the initial and annual development of the gardens. This includes work such as tilling the soil and delivering soil or compost. This work is done annually in May.

Gardeners are responsible for purchasing garden tools and equipment, planting, construction of boxes (if applicable), composters, etc.



1.7 USERS' RESPONSIBILITIES

- Send applications, forms and year-end reports required by the municipality;
- Sign an agreement with the City for a commitment of at least one year;
- Maintain the garden's infrastructure;
- Regularly inspect the area in order to ensure that infrastructure and the garden development are properly maintained;
- Stay informed on garden regulations and commit to complying them.

1.8 GARDEN PLANTING AND MAINTENANCE APPLICATION STEPS

1. Fill out the application for garden start-up (see Appendix A) and ensure that the following conditions are met:
 - Application must be received before the last Friday in May, at the latest;
 - The application must be signed by all persons interested in the project.
2. The City will identify the land available;

3. When the project is approved, it will be necessary to write the agreement, design the development plan as well as prepare the land for planting.

- The development plan is designed by the gardeners in consultation with the municipality. The plan must show the number and location of the plots;
- The community officer prepares the agreement with the garden representative.

1.9 ANNUAL OPERATIONS CALENDAR

The annual operations calendar sets out the preparation, maintenance and evaluation of gardening activities for each community garden. (See Appendix C.)

2.0 YEAR-END REPORT

In October, the garden representative must produce a year-end report for the season that evaluates the level of participation by gardeners and the program's impact on participants and the community. The report and application for support must be submitted to the community officer no later than the first Friday in November.

RULES

- The gardening season begins at the end of May and ends at the beginning of October;
- If no work is undertaken on a plot by June 15, the plot will be offered to another gardener;
- Access to the garden is permitted from 8 a.m. until sundown, seven days per week;
- Bicycles, rollerblades or any other modes of transportation are prohibited inside the community garden;
- Children must be accompanied by a parent at all times;
- Only one plot will be assigned per civic address. If the waiting list is empty, a second plot may be assigned to the same address while remaining available for new gardeners the following year.

Maintenance

- Gardeners must maintain their plot on an ongoing basis;
- Gardeners must remove weeds from their plots and the adjacent rows between other plots;
- Chemical products are prohibited in or near the gardens;
- Fertilizers, insecticides or herbicides that could have a negative effect on neighbouring plots are also prohibited in or near the gardens.

Watering

- Manual watering is recommended. Using water from the rainwater barrels provided by the City is encouraged;
- The City of Dieppe's watering bylaw must be complied with. (See the bylaw in Appendix B.)

Garbage

- Garbage must be placed in the appropriate receptacles supplied



by the municipality.

APPENDIX A

APPLICATION FOR COMMUNITY GARDEN AND COMMITMENT CONTRACT

City of Dieppe Community Gardens – 2013

Name of garden: _____

Name of gardener: _____

Address: _____

Telephone: _____

E-mail: _____

Land identified for the garden: _____

Number of persons in the group: Adults _____

Children _____

Garden description (size, plots or garden rows, specifics, etc.): _____

I hereby release the City of Dieppe of all responsibility, damages, losses or judicial causes that could result the use of the garden by myself or my guests. I have read the Dieppe Gardener's Guide, including the rules, and commit to complying with them.

DATE

GARDENER'S SIGNATURE

For use by the City of Dieppe only

Received by: _____

Date received: _____

Designated street and lot: _____



This application must be sent by the last Friday of May, at the latest:

City of Dieppe

Attention: Gabrielle Maillet, Community Officer

333 Acadie Avenue, Dieppe NB E1A 1G9



gabrielle.maillet@dieppe.ca

APPENDIX B

ANNUAL GARDEN OPERATIONS CALENDAR

APRIL TO MAY: OPENING OF GARDEN

Gardeners' tasks:

- Meet interested participants at the beginning of the season and welcome new members;
- Carry out a spring clean-up and prepare the site;
- Plant seeds and seedlings.

Municipality's tasks:

- Help with site set-up (till soil, deliver soil and fertilizer);
- Put in place various equipment (i.e.: garbage receptacles and rainwater barrels);
- Order and have soil delivered, etc.

JUNE TO SEPTEMBER: GARDENING SEASON

Gardeners' tasks:

- Maintain the plots and community areas;
- Control parasites and weeds;
- Plan social activities for the site;
- Distribute the surplus harvest.

END OF SEPTEMBER: CLOSING OF GARDEN

Gardeners' tasks:

- Write the year-end report and submit it to the community officer;
- Conduct a fall clean-up of the plots and community areas.

Municipality's tasks:

- Collect and store the area's garbage receptacles and rainwater barrels.

NOVEMBER TO MARCH: PLANNING FOR NEXT SEASON

Gardener's tasks:

- Send the year-end report and the application for maintenance of infrastructure and equipment to the community officer.

Municipality's tasks:

- Renewal of plot locations and new registrations;
- Inform gardeners about the start of horticultural training sessions.



Reminder

Even civic address = even days
Odd civic address = odd days

APPENDIX C

BY-LAW 78-5 OF THE CITY OF DIEPPE

A BY-LAW OF THE MUNICIPALITY OF DIEPPE RESPECTING THE WATER AND SEWAGE SYSTEMS

22. No person being an owner, tenant or occupant or inmate of any premises supplied with water by the municipality shall:

- (5) water lawns, gardens or plants between the hours of 8:00 a.m. and 6:00 p.m. or while it is raining, or for more than two hours per day, or on even calendar dates at civic addresses ending with the numbers 1, 3, 5, 7 and 9, or on odd calendar dates at civic addresses ending with the numbers 0, 2, 4, 6 and 8.
- (6) subsection (5) does not apply to nurseries/garden centers, all weather playing fields, or to a person who has installed, within the last 30 days, a new lawn either by placing sod or turf or by seeding, or has installed new landscaping on a substantial part of the outdoor portion of his premises.