

Port Coquitlam Community Garden Society – Bylaws 2023

1. Annual plot rental fee as follows: (plot size approx. 10' x 12') \$50.00. One key per plot. Replacement keys or extra keys \$5. (Do not copy keys yourself.)
2. Renewal of plot rental shall be paid by February 28 of the membership year. The membership year shall be defined as a calendar year.
3. In the case of a dishonoured payment (e.g., NSF cheque or other), a \$50 fee shall be charged, and full payment in cash must be made five (5) days from time of notification. Failing to do so will result in the plot being forfeited.
4. Plot rental fees will not be refunded after March 15th of the membership year.
5. Maximum garden allotment is one (1) per family.
6. Priority will be granted to residents of Port Coquitlam living in an apartment or townhouse.
7. Plot renters may not concurrently hold a garden plot at other community gardens.
8. Identifying markers and planks bordering gardens must be left in position and intact.
9. Boundaries of gardens shall not be extended by marginal cultivation, and border and/or vine plants shall not hang over or encroach on pathways.
10. Pathways bordering each garden must be kept weeded and tidy. Each gardener is responsible to ensure pathways bordering their garden are kept clear of weeds and personal items including tools, pots, compost bins, etc. Weeds must not be discarded in pathways, but should be placed in the green waste bins.
11. Cultivation of a rented plot shall begin no later than May 1st (weather permitting) of the membership year.
12. The executive may cancel the lease on a garden plot when cultivation has not begun by May 15th. Garden plots so released may be reallocated immediately.
13. Gardens must be maintained throughout the season and weeded a minimum of once per month. Plots must be kept in a neat and tidy state, and any personal gardening items must be stored neatly. The Executive Committee reserves the right to review stored items and request their removal at its discretion. The lease on any garden plot not maintained in a satisfactory manner may be cancelled at any time during the membership year. (Refer to the inspection process for details.)
14. All gardens shall be cleared by November 15th of the membership year, except for actively growing winter crops and perennials. Plots must be left in a neat and tidy state, and any personal gardening items left for the winter must be stored neatly. The Executive Committee reserves the right to review stored items and request their removal at its discretion. The lease on any garden plot not so cleared shall not be renewed the following year.
15. All garden plot renters must remove their garbage daily (i.e., plant containers, coffee cups, yogurt containers, etc.). **If you bring it in, take it out with you.** Plant waste is to be removed and placed in the green waste bins.

16. Structures erected on garden plots (i.e., cold frames, cloches) must not exceed one (1) metre in height (plant staking excepted) and should be oriented in a north/south direction.
17. Tall and/or staked crops should be planted in a north/south direction in the centre of the garden plot so as not to block sunlight from neighbouring gardens. Plants taller than 6' should be grouped. Plot renters may be asked to remove plants infringing on neighbouring gardens or pathways.
18. Gardens are for the use of plot renters only. A plot renter may designate a person to care for their plot if the need arises. Produce shall not be sold or offered for sale. Plot renters are encouraged to share among themselves any surplus produce they cannot use.
19. Communal fruits and other produce are for the enjoyment of plot renters. Please limit the quantity of individual pickings to one meal at a time to enable everyone to have a share. Friends and visitors are not allowed to pick produce from the common areas of the garden.
20. Only **organic** pesticides may be used and only in accordance with City of Port Coquitlam policies.
21. Gas-powered lawn mowers and weed trimmers may be used on the lawn and in common areas, but mechanical cultivators may not be used in individual garden plots.
22. Plot renters shall exercise reasonable discretion in using the water supplied. Water shall not be left running unattended, and overnight watering of plants is not allowed. Renters must adhere to any municipal watering restrictions.
23. The community garden site shall be vacated between sunset and sunrise.
24. Each plot renter is responsible for ensuring that all tools are cleaned, hoses are drained and put away properly and that all facilities are locked before leaving the garden site.
25. Garden tools, hoses, etc. are the property of the Port Coquitlam Community Garden Society. They are limited to use within the garden and are not to be removed from the garden site for any personal or other use.
26. All pets brought within the community garden site must be kept on a leash and under control. You must clean up after your pet and take any pet waste offsite for disposal.
27. No fires or burning of any kind (except gas barbecues) shall be permitted on the garden site.
28. All plot renters shall contribute to the overall upkeep and general garden site management and participate in scheduled work bees/groups (minimum of 8 hours per season).
29. Respect fellow plot renters and their plots. Do not trespass upon their gardens and do not take anything from their gardens without permission.
30. The executive may cancel the lease of any garden plot for objectionable conduct or conduct that does not meet the objectives of the executive and the mission of the Port Coquitlam Community Garden Society.
31. Care should be taken to prevent loss or damage to the locks on the gates and the shed door. Upon entering the garden, plot renters must place the lock on the chain link fence and lock it in place. Upon leaving the garden, plot renters must replace and secure the lock on the gate. The same process applies to the shed lock: plot renters must lock it on the door hook while in the garden and lock up the shed before leaving.