



TRENTON GARDEN CLUB POLICY

Scope

The Trenton Garden Club Policy establishes guidelines for decorating public green spaces, permissions for group activities and support for community involvement in gardening initiatives.

1. Authority

1.1. Municipal Government Act

The Town of Trenton is authorized to establish committees of Council, as per Part I, Sections 24-27 of the Municipal Government Act. 1998, c. 18, s. 1.

1.2. Town Policies

Members are expected to operate in compliance with this policy and all policies, laws and regulations governing the Town.

2. Policy

2.1. The mandate of the Trenton Garden Club is to:

- a) **Public Outreach:** Encourage the club to organize events in the Town to share gardening tips, sustainability practices, etc.
- b) **Volunteer Opportunities:** Facilitate volunteering within the club for community members interested in gardening projects
- c) **Collaborative Initiatives:** Encourage partnerships between the Club and local organizations and/or businesses to foster a sense of shared responsibility and community involvement to beautify spaces in Town with gardening projects.

2.2. Current assigned activities throughout the year:

- a) Cultivate crocks with flowers the beginning of every summer
 - b) Cultivate flower beds along Main Street and Trenton Rink with flowers the beginning of every summer
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- c) Decorate Trenton Station early September with fall decorations
- d) Decorate crocks throughout Town and Trenton Station mid-November with Christmas decorations

3. Membership

3.1 The Trenton Garden Club will be composed of:

- Four (4) Residents (minimum)
- One (1) member of Council
- One (1) member of Town Staff

3.2 The Trenton Garden Club shall be supported by:

- Town Council
- Chief Administrative Officer (CAO)

4. Member Code of Conduct

4.1. Members of the Trenton Garden Club shall:

- a) Act in accordance with the Member Code of Conduct;
 - b) Discharge with integrity all responsibilities to committee, the Town of Trenton, and the public, in keeping with approved municipal policies;
 - c) Not use offensive words or insulting expressions at any time including speaking in a manner that is discriminatory in nature based on an individual's race, ancestry, place of origin, citizenship, creed, gender, sexual orientation, age, colour, marital status, family status or disability;
 - d) Treat the presiding officer, other members, staff, and the delegates from the public with courtesy, respect and good faith;
 - e) Make an attempt at being acknowledged by the presiding officer before leaving a meeting;
 - f) Not leave their seat or make any noise or disturbance while a vote is being taken and until the result is declared;
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- g) Not criticize any decision of the Club except for the purpose of introducing a motion for reconsideration;
- h) Not disobey the rules of the committee or a decision of the presiding officer or committee on a question of order, practice or interpretation of the rules of the committee;
- i) Be encouraged to ask any relevant questions of staff prior to any meeting where an issue may be introduced or debated so that staff may be able to have appropriate information at such meeting if necessary;
- j) Turn off all cell phones, and electronic devices, except those in use to facilitate the meeting, or otherwise set them so as not to emit any audible sound during a meeting.

4.2. If a member disregards the rules of procedure or a decision of the presiding officer or Club on questions of order, practice and/or interpretation of the rules, and persists in such conduct, after having been called to order by the presiding officer, the presiding officer shall forthwith put the question with no amendment or debate - "That such member be ordered to leave their seat for the duration of the meeting". If, following such a vote by the Club, the member apologizes, the Club may, by a further vote of those present, permit the member to retake their seat.

5. Town Personnel

Use of any Town employees, including seasonal and/or summer workers, must be granted prior approval. The Club shall not become involved in, nor direct Town of Trenton personnel on the following:

- a) All human resources, which is the direct day-to-day contact with the employees in relation to managing/supervising/assignment of tasks.
- b) It shall be the sole responsibility of the department head/manager to operate within their department pursuant to the description of their duties without interference of the Trenton Garden Club.

6. Budget & Finances

All funds obtained by the Club through revenue generation, acquiring corporate sponsorship, grant initiatives and fundraising efforts belong to the Town of Trenton. The Club is responsible for using these funds as the foundation for all future initiatives by the Club.



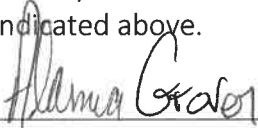
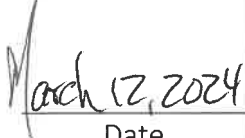
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7. Repeal

The Communities in Bloom Committee Policy (REC-20070314) and all former policies and/or practices heretofore enacted with respect to the Communities in Bloom Committee and/or volunteer garden groups in Trenton are hereby repealed.

		<u>CAO's Annotation for Official Policy Book</u>	
Policy Number:	REC-20240312	Date of Notice to Council Members of Intent to Consider (Minimum 7 Days):	<u>February 27, 2024</u>
Council Approval:	<u>2024/ 03/ 12</u> Y M D	Date of Passage of Current Policy:	<u>March 12, 2024</u>
Effective Date:	<u>2024/ 03/ 12</u> Y M D	I certify that this Policy was adopted by Council as indicated above.	
Supersedes Date:	<u> / /</u> Y M D		
		Chief Administrative Officer	Date