

**Ecology Ottawa Pollinator Gardens**  
Memorandum of Understanding

1. Ecology Ottawa and Hunt Club Community Association (HCCA) (“the partner organization”) enter into this memorandum of understanding concerning a future pollinator garden in Paul Landry Park (“the garden”).
2. This agreement is effective from the moment of its signing by both parties until December 31, 2023.
3. Any deviation from this agreement is valid only on the express approval of both parties.

**Ecology Ottawa’s commitments:**

1. Providing plants and supplies for the garden to a minimum of \$600, but up to \$2,350 (pending funding). All purchases will be made by Ecology Ottawa.
2. Publicizing the garden on its public channels, including social media and website.
3. Providing communications materials for community outreach, templates for signage to post on site, and translation assistance for these materials.
4. Providing administrative support for events at the garden listed in the below.
5. Providing on-going support for all aspects of the garden, including troubleshooting, expertise on plant care, any necessary discussions with the City of Ottawa and/or National Capital Commission, and so on.

**The partner organization’s commitments:**

1. Obtaining permission from the body on whose jurisdiction the site lies to plant the garden. (Ecology Ottawa is willing to assist in this.)
2. Obtaining insurance coverage for all those who will engage with the garden, and collaborating with Ecology Ottawa to administer volunteer waivers, where necessary.
3. Recruiting community volunteers for as many of the below activities as feasible. (Ecology Ottawa is willing to assist in this.)
4. Preparing the garden’s site in early May, including clearing and soil conditioning.
5. Planting the garden in late May, erecting signage identifying the garden and purpose, and identifying the plants within.
6. Holding an opening event in early June and inviting community participation.
7. Maintaining the garden through the summer, including watering as needed, weeding, and any other maintenance.
8. Hosting three site-visit days over the course of the summer, where the community is invited to visit the garden and the organization is on hand to provide information about the garden.
9. Holding an end-of-year event at the garden in late September and inviting community participation.
10. Participating in a year-end online event hosted by Ecology celebrating the program’s successes.

11. Maintaining all equipment provided by Ecology Ottawa in good working order and taking all reasonable precautions to ensure its safekeeping.
12. Taking photographs of the garden and of the events listed above and permitting Ecology Ottawa to use them in their promotions and social media.
13. Discuss with Ecology Ottawa by late October best practices and lessons learned over the course of the year.
14. Notwithstanding the time limit imposed above, committing to the ongoing care and maintenance of the garden for at least two years following the program's formal end.

**Parties:**

**Ecology Ottawa**

Representative: William van Geest

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**HCCA**

Representative: Piero Narducci

Signature: P Narducci

Date: March 30/2023