TOWN OF Amherst NOVA SCOTIA

TITLE: **COMMUNITY GREEN SPACE PARTNERSHIP POLICY**
SECTION: **PARKS MANAGEMENT**
POLICY NO.: **64400-01**

APPROVAL DATE: October 26, 2026 **CAO Signature:**

PURPOSE

The Town of Amherst recognizes the value of community involvement in the beautification and enhancement of Town-owned green spaces.

The purpose of this policy is to provide opportunities for individuals, businesses, organizations and community groups to participate in the care and enhancement of Town-owned green spaces in partnership with the Town.

SCOPE

This policy applies to individuals, businesses, organizations and community groups wishing to undertake approved planting, landscaping, beautification or maintenance activities within Town-owned green spaces.

Partnerships under this policy are voluntary and are subject to approval by the Chief Administrative Officer (CAO) or designate.

POLICY STATEMENT

The Town supports community partnerships that contribute to the care, improvement and beautification of Town-owned green spaces.

Requests to establish a partnership may be approved by the CAO or designate. Each approved partnership will be documented through a Memorandum of Understanding (MOU) between the Town and the participating party.

The MOU will identify the location, approved activities and responsibilities of each party and may address matters such as:

- Planting, landscaping and other improvements;
- Ongoing maintenance and general upkeep;
- Responsibility for plants, materials, labour and costs;
- Signage or recognition;
- Health, safety and operational requirements;
- Duration and termination of the partnership; and
- Any other conditions considered appropriate by the Town.

Any contribution of Town labour, materials or other resources will be subject to approval and available Town resources and budgets.

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ROLES AND RESPONSIBILITIES

Title/Role	Responsibilities
Director of Operations	• Ensure the policy is reviewed periodically and updated as needed to reflect changes in best practices and ensure it meets the needs of the Town. • Be able to interpret and explain policy content
Council	• Review Policy recommendations for approval consideration (approve, reject or edit)

For Administrative Use Only:

VERSION LOG

Amendment Description	Policy Owner	Approved By	Approval Date
New policy to replace the Adopt-a-Garden Policy	Director of Operations	Council	October 26, 2026

Minutes Reference Dates: October 26, 2026